



CITY OF SALEM PLANNING BOARD

***2ND REVISED NOTICE OF MEETING**

***2nd revision notes rescheduling of the Clark Avenue Subdivision update due to a scheduling error by staff and the possible continuation of O Story Street due to concerns with the number of eligible Board members attending.**

Previous revision: *Revised agenda item for an ANR request at 32-50 Federal Street, as noted on page 3 below.

You are hereby notified that the Salem Planning Board will be holding a meeting on
Thursday, November 19, 2020 at 7:00 pm
via remote participation with instructions posted to www.salem.com
in accordance with Chapter 40A of the Massachusetts General Laws and Governor Baker's
Emergency Order dated March 12, 2020.

Ben J. Anderson, Chair

Important Announcement:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Salem Planning Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the city's website, at salem.com. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the city's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

For this meeting, members of the public who wish to watch, listen, or provide comment during the meeting may do so in the following manner:

Watching the Public Meeting:

- Go to the website link:
<https://us02web.zoom.us/j/84294003453?pwd=S2J0V3Buc1JHV21jbXlCN2ZmQ2FRdz09>
or
- Go to the website link www.zoom.us/join and enter **meeting ID # 842 9400 3453**, followed by **meeting password 817560**, if directed to do so on screen, or

- Dial toll-free phone number 877-853-5257. When prompted enter **meeting ID # 842 9400 3453**, followed by **meeting password 817560**, if directed. Those dialing in only will not have access to the direct video feed of the meeting, but can follow along with the project materials available for download at [this link](https://cityofsalem1.sharepoint.com/:f:/s/PlanningBoard/Eiex2VK4IulDiqWrUC8UoCYBv2pwr4dBfkRaaUILXEgnog?e=AKzvGG) (<https://cityofsalem1.sharepoint.com/:f:/s/PlanningBoard/Eiex2VK4IulDiqWrUC8UoCYBv2pwr4dBfkRaaUILXEgnog?e=AKzvGG>) or
- Watch the meeting live on Salem Access Television Channel 22.

Providing Public Comment During the Meeting:

Members of the public attending this meeting virtually will be allowed to make comments during the portion of the hearing designated for each agenda item. Members of the public will be asked to use the virtual “Raise Hand” function in Zoom to indicate that they would like to provide comment.

- Dial *9 on your phone’s dial pad to raise your hand if you are using the toll-free phone number.
- Click the “raise hand” button if you are using the Zoom application on your computer or phone.

For each agenda item, the moderator will identify attendees with raised hands by their screenname or the last 3 digits of their telephone number and will then unmute them. The moderator will then request that the attendee unmute their device to provide their full name, address, and comment for the record.

The moderator will go down the list of attendees in the order presented by the Zoom application. The attendee list is ordered so that phone numbers are first, followed by an alphabetical list of the screen names of attendees accessing Zoom through a computer, tablet, or smartphone. Anyone that speaks about an issue unrelated to the agenda items will be immediately muted.

Members of the public can alternatively email their comment before the start of the meeting to: planningboardcomments@salem.com

Familiarizing Yourself with Zoom

We encourage members of the public to install and familiarize themselves with Zoom in advance of the meeting

If you plan on providing public comment and are logging into this meeting via the Zoom application, please test your speakers and microphone ahead of time. If we have trouble hearing you when you speak, we will move on to the next person and try to return to you later in the list. If this happens, we recommend that you call the toll-free number to access the meeting and provide your comment.

The zoom meeting will open 15 minutes before the start of the meeting to allow participants to connect and practice with the audio and raise hand functions.

Once again, thank you for your patience and understanding as we navigate this challenging situation for our community and the world.

MEETING AGENDA

I. ROLL CALL

II. REGULAR AGENDA

- A. **Location:** **32-50 Federal Street (Map 26, Parcel 0413)**
 Applicant: **Tom Daniel, City of Salem**
 Description: Endorsement of a Plan believed not to require approval under the Subdivision Control Law (ANR).
- B. **Location:** **0 Story Street (Map 23, Parcel 2)**
 Applicant: **Stephen Lovely, Castle Hill Group, LLC**
 Description: ***The Planning Board will consider a possible continuation to a future meeting due to concerns with the number of eligible Board members attending.** A continuation of a public hearing for all persons interested in the application of STEPHEN LOVELY, CASTLE HILL GROUP LLC for the property located at 0 Story Street (Map 23, Parcel 2) at the west end of Cleveland Street bounded by St. Anne's Church, City of Salem, St. Anne's Park and land of Bradbury and Chasse, for a Definitive Subdivision Plan. Specifically, the applicant proposes to allow construction of an extension to Cleveland Street which will create a tee turning area and the construction of 3 single family dwellings on the approximately 5.65 acre site.
- C. **Location:** **0 Story Street (Map 23, Parcel 2)**
 Applicant: **Stephen Lovely, Castle Hill Group, LLC**
 Description: ***The Planning Board will consider a possible continuation to a future meeting due to concerns with the number of eligible Board members attending.** A continuation of a public hearing for all persons interested in the application of STEPHEN LOVELY, CASTLE HILL GROUP LLC requesting a waiver of frontage requirements of the Subdivision Control Law for Lots A and B located at 0 Story Street (Map 23, Parcel 2) at the west end of Cleveland Street bounded by St. Anne's Church, City of Salem, St. Anne's Park and land of Bradbury and Chasse.

III. OLD/NEW BUSINESS

- A. **Location:** **217-221 Essex Street (Map 35, Lot 251)**
 Applicant: **Essex Street Lofts, LLC**

Description: The applicant is returning to review the placement of an electrical box. The applicant has also submitted their revision to the Salem Redevelopment Authority for their concurrent review.

B. Location: Witch's Hill Subdivision

Description: Planning Board review and vote on a request to correct a scrivener's error from 2016 to release lot 221 (16 Nurses Way) in the final phase three of the development.

C. Location: 51 Canal Street

Applicant: Essex Street Lofts, LLC

Description: Planning Staff update noting that the applicant has not gone forward with the demolition and reconstruction as presented and approved by the Planning Board. The revised renovation that is under way does not fall under the Planning Board's purview.

D. *To be rescheduled for the December 3, 2020 Planning Board Meeting due to a scheduling error made by City Staff* Update on Clark Avenue (Map 6, Lots 7, 8, and 9) – Woodlands Subdivision

E. Vote on the appointment of a Planning Board representative to the Community Preservation Committee. Carole Hamilton's current appointment expires on December 7, 2020 and she is eligible for reappointment to a term of three years.

IV. APPROVAL OF MINUTES

- A.** Regular Planning Board meeting minutes for September 17, 2020.
- B.** Regular Planning Board meeting minutes for October 1, 2020.
- C.** Regular Planning Board meeting minutes for October 15, 2020.
- D.** Special Planning Board meeting minutes for November 12, 2020.

V. ADJOURNMENT

Persons requiring auxiliary aids and services for effective communication such as sign language interpreter, an assistive listening device, or print material in digital format or a reasonable modification in programs, services, policies, or activities, may contact the City of Salem ADA Coordinator as soon as possible and no less than 2 business days before the meeting, program, or event.