



*Town of Danvers*  
**Planning Board**

Danvers Town Hall  
One Sylvan Street  
Danvers, MA 01923  
www.danvers.govoffice.com

Margaret Zilinsky, Chair  
Kristine Cheetham  
William Prentiss  
Aaron Henry  
James Sears  
John Farmer, Associate

---

**Daniel J. Toomey Hearing Room**  
**August 9, 2016**  
**7:00 p.m.**  
**MINUTES**

Chair Margaret Zilinsky called the meeting to order at 7:00 p.m. Planning Board members Kristine Cheetham, William Prentiss and James Sears were present. Senior Planner Kate Day was also present.

**STAFF BRIEFING**

Day reminded the Board that they will not be having the Planning Board meeting scheduled for August 26<sup>th</sup>. The next Planning Board meeting will be on September 13<sup>th</sup> when they will be hearing the continuance of the application for 90 Holten Street. Day said that she was informed that more materials will be received. St. John's Prep will also be filing an application for the stadium and field. The field will have artificial turf, shielded lighting and the seating.

Sears said that the application for 90 Holten Street surprised him because he felt that there was not enough parking. He felt that communication needed to be made to the applicant that more parking needs to be provided. He felt this area was built-out with businesses that run seven days a week.

Zilinsky said that she would asked Day to communicate to the applicant the Planning Board's concerns with parking.

Day felt this was communicated at the first hearing, but she would make sure the applicant understood this.

**CONTINUED PUBLIC HEARINGS**

**90 Holten Street.** Request for a Major Modification to an approved Site Plan pursuant to Section 4 of the Zoning Bylaw submitted by Peter Pantazelos, Trustee of P & S Realty Trust for property located in the Tapleyville Overlay District. The applicant proposes to construct 4 residential units above the existing commercial first floor. The proposed second story will contain 2 units; the proposed third story will contain 2 units. The first floor commercial space will remain as commercial space currently occupied by a laundromat and a pizza shop.

(Assessor's Map 50, Lots 100A-002) (SPA action date: August 11, 2016) ) (Continued without discussion at the request of the applicant to August 9, 2016)

## **OTHER BUSINESS**

**MPM COMPANIES LLC.** Request by MPM Companies, LLC for reduction of performance guarantee for completed site improvements for the "Definitive Plan, Hilltop Estates, Danvers, Mass.," Definitive Subdivision known as Hilltop Estates. (Assessors Map 45, Lots 201, 202 and 203).

Michael McNiff, from MPM Companies, LLC, appeared before the Board to request that his bond be reduced to \$77,000.00 since 90% of the work had been completed at the site. They are holding back money to put in the binder coat, sidewalk and some trees. The majority of the cost for walls and excavation has been completed. He told the Board that they have a few foundations in.

Zilinsky said that the Board had received an email for a reduction to \$153,000.00, but a subsequent email had been received for a reduction to \$77,000.00. It was confirmed that the Engineering Department had gone out to the site and met with the applicant to discuss the reduction.

Zilinsky asked the Board for their comments. Sears was happy that the project was moving along. Cheetham asked Day if she had received any calls from neighbors. Day said no, but there were people in the audience that may want to speak. Prentiss said he was happy to see the light at the end of this tunnel.

**MOTION:** Cheetham read the Certificate of Action and moved to approve the Reduction of Performance Guarantee. Prentiss seconded the motion. The motion passed by unanimous vote

**BRIDAL SPUR EXTENSION.** Request by Bridal Spur Extension LLC to extend completion date of remaining improvements and Tripartite Agreement from August 30, 2016 to November 30, 2016.

John Morin, from the Morin-Cameron Group, appeared before Board representing Bridal Spur Extension LLC, to request an extension of the completion date of the Tripartite Agreement for the Bridal Spur subdivision as stated from August 30, 2016 to November 30, 2016. Morin said that there were some minor items left to be done.

Morin said that they need to receive a Certificate of Compliance from the Conservation Commission and finalize as-built plans and street acceptance plans. He felt all this will be completed prior to November 30<sup>th</sup>.

Sears said that he would like to see this completed before the end of the year. Cheetham asked if Morin thought November was late due to the paving that needed to be done. Morin said that the paving should be completed by the end of September. Cheetham asked if the date should be October 30<sup>th</sup> in case there were any concerns. Morin said he would come in at the end of October if the Board devised that.

Day said that the November 30<sup>th</sup> date was to allow for the completion of the as-built and street acceptance plans.

Morin said that this date also allowed getting the new Town Engineer up to speed on the project. He said that all work-related items will be completed at the end of September.

Prentiss said he was glad for the complete and concise punch list.

**MOTION:** Prentiss read the Certificate of Action and moved to approve the Extension of the Completion Date to the Tripartite. Cheetham seconded the motion. The motion passed by unanimous vote

## **MINUTES**

July 26, 2016

**MOTION:** Sears moved to approve the minutes of July 26, 2016. Prentiss seconded the motion. The motion passed by unanimous vote.

## **ADJOURNMENT**

**MOTION:** Prentiss moved to adjourn. Cheetham seconded the motion. The motion passed by unanimous vote.

The meeting adjourned at 7:15 p.m.

Respectfully submitted: Francine T. Butler

The Planning Board approved these minutes on September 27, 2016.