



# MANCHESTER-BY-THE-SEA

MBTA TASK FORCE • TOWN HALL  
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## MINUTES of the MBTA Task Force Joint with the Planning Board

April 11, 2024 6:30 p.m. Hybrid and In-Person Room 5

**Task Force Members Present:** Chris Olney, Chair, Gar Morse, Sarah Mellish, Ann Harrison, Sandy Bodmer-Turner, Richard Smith, Sue Philbrick, Denny Hall, and Mike Pratt

**Planning Board Members Present:** Sarah Creighton, Laura Tenny, Mary Foley and MBTA Task Force members Chris Olney and Sue Philbrick

**Member Online:** N/A

**Member Not Present:** PB Member, Christine Delisio

**Staff Present:** Town Planner, Marc Resnick, MBTA Task Force and PB Admin, Gail Hunter

**Guests:** There were no guests this evening.

**Call to Order** – The meetings were called to order at 6:30 p.m.

Ms. Creighton, Vice Chair, Planning Board, stated that this was the Board's first meeting since the death of Chair, Mr. Mastrogiacomio. Ms. Creighton estimated that he had spent over 1,200 hours in this room and was a dedicated member of the Board and committed to his service on behalf of the Town. Mr. Olney added that Mr. Mastrogiacomio felt strongly about the MBTA Law, and the Task Force will continue their work with him in mind.

Ms. Creighton stated that moving forward the meetings of the Task Force will be joint with the Planning Board. CST Public Hearings for a Special Permit will restart when there is a full Planning Board in place, May 28, 2024. Ms. Foley stated that she worked with Mr. Mastrogiacomio for 7 years, adding that Ms. Delisio, a Planning Board member, would be undergoing surgery and asked for prayers on her behalf.

### Presentation of Overlay Districts

Mr. Olney presented the information in the PDF below as an introduction to the MBTA Zoning Districts currently being recommended for consideration. The presentation and all PDFs are available on the Town website.



MBTA Zoning Districts 4.11.2024.pdf

MBTA Task Force and Planning Board members discussed the proposed districts and clarified restrictions under 3A of the Zoning Act. Addressing the following:

- Age of residents and deed restrictions
- State defined parcels.
- Density
- Parking requirements
- Financial feasibility of developing smaller lots
- Mixed use districts
- Housing to address SHI and Senior Housing needs.

### **Public Comment on Zoning Districts**

Sarah Pierce, 9 Friend Street – Ms. Pierce suggested a height limit of 3.5 stories downtown and higher for Powder House Lane.

Jonathan Keefe, 8 Victoria Road – Mr. Keefe recognized the work of the Task Force and stated that a lot of things could but may not be happening. Ms. Keefe asked if the Task Force would be completing a Financial Analysis for each district. Mr. Olney stated that the Task Force is working with RKG, a firm working with Innes Associates, specializes in financial analysis, and will be completing the financial impact analysis.

Donna Furse, 8 Blossom Lane – Ms. Furse stated currently there is no residential zoning in the LCD and asked if the multi-family units in the LCD could be used as work force housing for CST, Senior and Affordable Housing, Mr. Olney replied that there are two answers. A developer cannot add more units than defined in the zoning and the zoning cannot require the type of housing.

Liz Colbert, 22 Sea Street – Ms. Colbert asked about commercial properties and the potential units that could be developed on Tappan Street, adding that Sea Street is zoned residential not commercial. Ms. Bodmer-Turner replied that the entire area is 5 acres with 2 residential parcels and two thirds of an acre will not create additional density.

Lorraine Iovanni, 20 Pine Street – Ms. Iovanni stated that she would like to see the Town get something the Town needs from complying with the mandate. She also expressed an interest in having additional data and financial analysis.

### **Presentation of Design Guidelines**

Mr. Gilbert presented the slides in the PDF below as an introduction to the current appearance and character of the Town. The slides show the Town’s architectural strengths and variety along with a few design weaknesses.



Gary Gilbert's  
Slides.pdf

The MBTA Task Force Subcommittee for Design Guidelines was made up of three local architects, John Harden, Paul Stremple, and Gary Gilbert. Architects working with MBTA Task Force member Richard Smith developed the draft that speaks to the goals

and purpose of the proposed guidelines during the meeting. The document below is a draft and is available on the MBTA Task Force website.



Design Guidelines Draft.pdf

Members of the Design Subcommittee discussed how Design Guidelines could support development in the Town. Included in their discussion:

- Street walls
- Show a developer what the Town looks like and how a proposed development should look.
- Mandatory green space
- Design Guidelines become part of Planning Board Site Plan Review
- First floor commercial
- Final guidelines are projected to be ready by the end of May.

### **Public Comment**

Erika Brown, 57 Brook Street – Ms. Brown asked about Form Based Zoning with a strategy to creating a vibrant downtown with mixed use. She specifically asked if there is an opportunity for commercial downstairs and residential upstairs to help invigorate the center of Town.

Jonathan Keefe, 8 Victoria Road – Mr. Keefe suggested caution when raising the height of downtown buildings.

### **Approval of Meeting Minutes**

*Ms. Bodmer Turner moved to approve the MBTA Task Force Meeting Minutes for March 7, 2024, March 14, 2024, and March 21, 2024; Mr. Morse seconded the motion. The motion passed 8 – 1 with Mr. Pratt abstaining.*

**Any other Administrative Matters not anticipated in advance of the required 48-hour posting.** There were no additional matters to discuss this evening.

**Adjourn** *Mr. Morse moved to adjourn the meeting; Ms. Harrison seconded the motion; the motion passed unanimously.*