

Call to Order:

The Planning Board Meeting was called to order at 7:36PM on April 13, 2021 via Cisco Webex online video conferencing platform. Present were Chair Zachary Bergeron; Members Ann Knowles, Neil Magenheim, and associate Morgan von Prella Pecelli. Also present were Jacki Byerley, Planner and Lisa Schwarz, Assistant Director of Planning.

DISCUSSION ITEMS:**60 Canterbury Street – Special Permit for a Multi-family Attached Cluster (SP20-03) and a Special Permit for Disturbance of Slopes in Excess of 35% (SP20-04):**

Ms. Byerley reported that CA Investment Trust, property owner, has requested to continue the public hearings on May 11, 2021 and May 25, 2021, instead of April 27, 2021 and May 11, 2021, as originally scheduled.

Mr. Magenheim made a motion to continue the public hearings without discussion on 60 Canterbury Street for a Special Permit for a Multi-family Attached Cluster and a Special Permit for Disturbance of Slopes in Excess of 35% on the May 11, 2021 and May 25, 2021 Planning Board meetings at 7:30pm, and to remove the discussion from the April 27, 2021 Planning Board meeting. Ms. Knowles seconded.

Vote: (4-0)

Town Meeting Warrant Articles:

Ms. Schwarz opened discussion on the Town Meeting Warrant Articles that the Planning Board had requested more information on. A memorandum from Ms. Schwarz was submitted to the Board prior to this meeting outlining the preliminary articles in question: P22, P24, P25 and P26. Mr. Magenheim asked for clarification on the responsibility of the Planning Board with regards to Town Meeting articles. Per Ms. Schwarz, the Board can decide to take a position of action or no action. Mr. Bergeron added that the Board traditionally considers articles from a planning perspective and that monetary values are not under their purview. Ms. Byerley commented that a position from the Board on these articles should be decided on before the next Planning Board meeting on April 27, 2021.

P22 - Lease of Sanborn for solar

In the memorandum, Joyce Losick-Yang, Sustainability Coordinator, provided a detailed overview of P-22 and included some information on P-21 and P-23 as well. Ms. Schwarz stated that Paul Materazzo, Planning Director, had recommended the Board take a position on P-22, Lease of Sanborn for Solar, which would allow Sanborn Elementary School to lease the rooftop space to a third-party developer. Ms. von Prella Pecelli asked if other Town properties have solar. Ms. Byerley responded that they have discussed putting solar on other schools, but she is unaware if any facilities are being leased out. Ms. Schwarz added that solar has been considered for other schools, but not Town properties.

Mr. Bergeron requested more information on why this project is being leased instead of using Town funds to purchase solar. In response, Ms. Knowles explained that because the nature of solar panels changes so quickly, it may be more advantageous to lease so that conditions [to the contract] can be added to allow for upgrades over time. She added that she is not sure if this is the case for this project, but it is a viable reason for why leasing may be considered favorable. The Board requested clarification

on the leasing arrangement. Ms. Schwarz provided further explanation stating that the Town owns the roof, and the developer would install the solar panels on the roof and pay the Town for the lease. The school, in turn, would enjoy lower-energy costs and emissions-free energy right away without any upfront capital costs. Mr. Magenheim asked for clarification on the \$1.5M in the Town's FY22 Capital Improvement Plan that the Town Manager is proposing. Ms. Schwarz explained that this amount is being allocated for the replacement of the roof, which is at the end of its useful life, and this would be an opportune time to enter into an agreement with a developer for the solar panels.

Mr. Bergeron commented that this would be a good use of real estate that will bring money to the Town, as well as provide educational opportunities for the students. Further, he noted the added benefit of the Town not having responsibility for maintenance of the solar panels. Mr. Magenheim asked if this project complies with the solar bylaw that recently passed in September 2020. Per Ms. Byerley, this project is exempt from the bylaw because it is a rooftop facility that is being done on the Town's behalf. Mr. Bergeron and Ms. Knowles commented that they are in support of this article. Ms. Schwarz added that because sustainability is one of the goals written in the 2012 Master Plan, it would be under the Planning Board's purview to take a position on this article. Ms. Byerley also added that the Board could support this article without taking action on funding.

On a motion by Mr. Magenheim, seconded by Ms. Knowles, the Planning Board voted to support article P-22, Lease of Sanborn for Solar, and to take no action on the funding component of the article.

Vote: (4-0)

P24 – Shawsheen School

Ms. Schwarz reported that this article is going to be withdrawn.

P25 – West Elementary School Design and Construction

In her memorandum, Ms. Schwarz provided a link to a video that had been presented to the Economic Development Council concerning the West El proposal. Ms. Byerley briefly reviewed this article and stated that the Town is requesting funding for the school design and construction of West Elementary. Ms. Von Prella Pecelli asked if the Planning Board would be more likely to take no action on this article because it is related to funding. Ms. Schwarz and Ms. Byerley answered affirmatively. Ms. Knowles asked if the Board could support the design and construction elements without taking action on the funding component. Ms. Byerley answered affirmatively, and the Board agreed to move forward accordingly.

On a motion by Mr. Magenheim, seconded by Ms. Knowles, the Planning Board voted to support article P-25, West Elementary School Design and Construction, and to take no action on the funding component. **Vote: (4-0)**

P26 – Andover High School Design

Ms. Knowles commented that this article differs from P25 in that there are no design elements discussed, and that it is purely for the purpose of repurposing funds remaining from the 2013 Special Town Meeting to be used toward design of Andover High School. Ms. Byerley stated that the Board could take no action.

On a motion by Mr. Magenheim, seconded by Ms. Knowles, The Planning Board voted to take no action on preliminary article P26, Andover High School Design. **Vote: (4-0)**

P33 – Amendment of Open Space Land Acquisition Bonding Appropriations

Ms. Byerley reported that this article will be included on the Planning Board meeting agenda on April 27, 2021 as the representatives for this article were unable to attend this meeting for further explanation.

Meeting Minutes:

On a motion by Ms. Knowles, seconded by Mr. Magenheim, the Planning Board voted to approve the meeting minutes for January 12, 2021 and January 26, 2021. **Vote: (4-0)**

Other Planning Related Business:

Ms. Byerley reviewed the list of Town Meeting articles to be discussed at the April 27, 2021 Planning Board Meeting and asked if the Board would consider moving the meeting time to 7:00PM, as she anticipates that it will run longer than usual. The Planning Board was amenable to the time change.

Ms. Schwarz provided an update on the Master Plan Steering Committee. She reported that 12 of the 13 members have been appointed with 13th member scheduled to be appointed on April 26, 2021. She anticipates that meetings will begin in May. Ms. Schwarz stated that the Master Plan is a Planning Board owned document and Ms. Knowles and Ms. Von Prella Pecelli will be the representatives to the steering committee. Mr. Bergeron and Ms. Schwarz gave thanks to Ms. Knowles and Ms. von Prella Pecelli for volunteering to serve on the committee.

Adjournment:

On a motion by Mr. Magenheim, seconded by Ms. Knowles, the Planning Board voted to adjourn the meeting at 8:04PM. **Vote: (4-0)**

Documents:

Clubview Continuance Request – 4.6.21

Annual Town Meeting Preliminary Warrant – 3.16.21

Open Space Task Force Town Meeting Warrant Article Revision – 4.8.21

Memo to the Planning Board from Lisa Schwarz RE: Town Meeting Articles 22, 24, 25, 26 – 4.5.21

January 12, 2021 Draft Meeting Minutes – 4.13.21

January 26, 2021 Draft Meeting Minutes – 4.13.21