

MARBLEHEAD PLANNING COMMISSION MEETING

February 1, 2023

Meeting called to order by Chairman Tim Feller at 6:00 PM. Members answering Roll Call: Members Richard Zembala and Cher Monak, Mayor Jackie Bird, and Chairman Tim Feller. Council Member Maryann Sauvey was excused from this meeting. Motion made by Mayor Jacqueline Bird and seconded by Member Cher Monak to approve the November 2, 2022 minutes as presented (December & January meetings were cancelled). Motion carried by unanimous roll call vote.

Public Comments: Michael Watson from the Bay Point Home Owners Association was present and asked if there was going to be any discussion today of the Travel Trailer Park application that was submitted in September of 2022. Planning Secretary Hruska said that the applicant MHC (fka Southern Marina) has formally withdrawn their application.

Old Business: None

New Business: Adoption of Rules for 2023 and appoint Regional Planning Representatives. The Rules remained the same as last year except for updating the term limits for Citizen Members. Those terms, as shown in the Rules of Planning Commission are as follows:

Richard Zembala Citizen 3 years remaining in a 6 year term-Ends Dec. 31, 2025

Cher Monak Citizen 5 years remaining in a 6 year term-Ends Dec. 31, 2027

Tim Feller Citizen 1 years remaining in a 6 year term-Ends Dec. 31, 2023

Motion made by Mayor Jacqueline Bird and seconded by Chairman Tim Feller to adopt the Rules of Planning Commission for 2023. Motion carried by unanimous roll call vote. Mayor Bird also suggested Robert Hruska as Regional Planning Commission Delegate and Richard Zembala as Alternate. Mayor Bird made a motion to approve these choices for Regional Representatives and seconded by Chairman Tim Feller. Motion approved by unanimous roll call vote.

Informal meeting to discuss Screening between 906 and 908 E. Main. Joe and Marjorie Stys previously contacted the Zoning Administrator to complain about various activities taking place at the Lakepoint Motel next door at 908 E. Main (see "Stys letter"). Joe and Marjorie Stys were not present at this informal meeting. Mr. and Mrs. Stys said they have been in their house since 1981 and the Motel was already there. After discussion among the Board and a review of the screening ordinance it was determined that in order for a business to be required to install screening, such requirement should be included in the original Conditional Use Permit for the Motel (see Section 154.022 SCREENING on file). The Board was in agreement that in this case the screening should not be required after more than 40 years of operating the Motel.

Informal meeting to discuss a request by Waterview at Bay Point to relocate an attached garage from one side of dwelling unit 62 to the other side of that dwelling (see drawing supplied by Shane Huntley, the Engineer for Waterview). This would be a change in the original Conditional Use approved plan, so Zoning Administrator Hruska is presenting the request to the Planning Commission for approval. The Commission reviewed the drawing and since it did not change the number of dwelling units or parking spaces and maintains all the approved setbacks, the Commission approved the change.

Zoning Administrator Hruska gave his zoning report.


- A. Mr. Hruska updated the Commission on the Waterview at Bay Point Development in regards to the connecting roofs that need to be installed between all the units that are not connected by a garage. Building #1, which houses dwelling units 1

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thru 5 have the proper roof connectors retrofitted and passed inspection. However, the contractor doing the work informed Zoning that no work order has been issued to do the next building. That was 12-05-22 (2 months ago). Mr. Hruska prepared a letter requesting a schedule for construction of the roofs and asked why construction was stopped. The Commission discussed whether a Stop Work Order or execution of the Bond Agreement would be the proper course of action. Mr. Hruska will check with the Solicitor for advice as to a Stop Work Order or Bond Enforcement.

Meeting adjourned at 6:45 PM

I hereby certify these minutes to be true and accurate



Secretary, Robert Hruska