



# TOWN OF SWAMPSCOTT

## PLANNING BOARD

ELIHU THOMSON ADMINISTRATION BUILDING  
22 MONUMENT AVENUE, SWAMPSCOTT, MA 01907

**MEMBERS**  
ANGELA IPPOLITO, CHAIR  
GEORGE POTTS, VICE CHAIR  
BETH ISLER  
BILL QUINN  
JR YOUNG

## December 17, 2018 MEETING MINUTES

**Time:** 7:00 P.M.  
**Location:** Swampscott High School, Room B-129, 200 Essex Street  
**Members Present:** Dave Zucker, B. Quinn, A. Ippolito, B. Isler, George Potts.  
**Others Present:** Architect, Robert Zarelli and Bruce Paradise spoke on Petition

Angela Ippolito, Chair called the meeting to order at 7:00P.M.

### SITE PLAN REVIEW

- Petition 18-23 Special permit / 233 Burrill Street) by Bruce Paradise, seeking a site plan special permit to add 960 SF of office space on the second-floor level maintaining garage space on first floor level, (Map 6, Lot 111).

Architect, Robert Zarelli represented the above petitioner and spoke on the following , Current use of building will be the same, expansion of the building is for office space only, traffic patterns will remain the same , deliveries will be office supplies only , small canopy over existing door will have lights added but no spot lights, eight parking spots on property, no flat bed trucks on site, MDC traps in garage, hip grooves on roof, no changes to the windows, all set backs are already in place, fire protection, rear yard set- back, addition does not impact the foot print, commercial property in B-zone.

Member George Potts made a motion to recommend favorable action on the site plan for Petition 18-23, 233 Burrill Street, Swampscott, Mass with no restrictions, seconded by member Dave Zucker. All members approved.

#### Member Dave Zucker updated the Board on the 40R Project meeting:

- Utilization of properties
- Jennifer Goldson, Managing Director from JM Goldson was on hand for the meeting and will be working on the project for the Town.
- Attendance could have been better / mailing last minute / negative feedback from resident's on timing of meeting
- Boundary map
- Pictures were helpful
- Mixed uses
- Goal is to be presented at Town Meeting in May 2019
- History of all properties was discussed
- Timeline of meeting /tentative dates of future meetings were discussed
- Facebook event -publicizing upcoming events and meetings
- Possible robo call

- *Angela Ippolito, Chair spoke on the process of a 40 R Project.*
  
- *BOS mandated public hearing on February 6, 2019 including a planning board public hearing requirement*
- *Proposal to then be submitted by February 16, 2019/ which is 90 days for approval could be sooner?*
- *Town can set design standards*
- *Next forum -January 17, 2019*
- *Lack of understanding with homeowners in this district.*
- *Important to educate and reassure residents*
- *Who would sponsoring this warrant article was asked*
- *Lot of work left to be done*
- *Map was questioned*
- *Under utilized -value could improve -focused on the under use of a property*
- *Publicity for next meeting / rushed schedule*

*Member Bill Quinn made a motion to adjourn meeting at approximately at 8:26 P.M. seconded by member member Dave Zucker. All members in favor.*

*Maureen Shultz,  
Office of Community Development*

*Taping of this meeting is available on the Town's Website for viewing.*



