

Town of Wenham  
Planning Board  
Meeting of Thursday, January 14, 2016  
Wenham Town Hall, 138 Main Street

Pursuant to the Open Meeting Law, M.G.L. Chapter 30 A, §18-25, written notice posted by the Town Clerk delivered to all Board members, a meeting of the Planning Board was held on January 14 2016 at 7:30 PM in the Selectmen's Meeting Room.

With a quorum present, Mr. Geikie called the meeting to order at 7:37 PM.

Board Members Present: David Geikie, Chair; Minot Frye; Stephen Kavanagh, Don Killam, Virginia Rogers  
Also present: Emilie Cademartori, Coordinator; Catherine Tinsley, Minutes Secretary

**Public Information:**

Agenda

Draft Rules & Regulations

Minutes- September 10, October 8, December 3, 2015

**New Business**

Penguin Hall – Discuss site plan submission requirements

Ms. Cademartori reviewed that Jim Mullen has a buyer for his Essex Street property, known as Penguin Hall. If the sale is finalized, the intention of the buyer is to transform Penguin Hall into a girl's high school with a similar educational model as Saint Johns Prep all boys' school.

The goal is to open the school in the fall of 2016 therefore there is an extreme accelerated renovation project limited to the interior of the building.

Although this is a change of use for the property, it is under an educational exemption.

The application will first be reviewed by the Zoning Board to confirm the applicant's claim of educational status, and if it is approved, the Planning Board is limited to a site review plan.

The Planning Board did not believe a joint hearing with the Zoning Board would be beneficial for either board therefore no hearing date was scheduled at this time.

**Old Business**

Complete Review / Approve - Draft Rules & Regulations

The PB had no additional comments to the draft of the *Rules and Regulations*.

Ms. Cademartori initiated a discussion regarding the fee schedule within the Rules and Regulations, noting application fees have not been updated for years and are currently the lowest fees compared to other municipalities in the area.

The Planning Board agreed to increase the fees proportional to the cost of processing and related expenses:

- Special Permits Category One (signs, common drives, flood plan, grading, etc.) \$250
- Site Plan review (Multi family, industrial, commercial and change a parking lots including Legal Ad & abutter notification) \$1000
- Cell towers - \$2000
- Independent housing is in the zoning bylaw but Multiple Senior housing overlay, flexible development plan be \$2000 with no fee for affordable unit.

Approved 2.25.16

*Mr. Frye moved the Planning Board accept the Rules and Regulations as discussed effective January 14, 2016. The motion carried unanimously.*

Lakeview Property- MGL Ch. 61B Notice to Convert

Ms. Cademartori updated the Board since the Town received a Notice of Intent from the Property owners to change the use of the Lakeview Golf Course from recreational use under chapter 61 to residential use; requiring the Town to have the Right of First Refusal to purchase the property, according MGL Ch. 61.

The Board of Selectmen have a public hearing scheduled for January 19,2016 to receive feedback from residents whether to exercise the right of first refusal and purchase the property or the owner intends to sell the property to a developer.

In the event the town does not purchase the property the board of selectmen has negotiated a host community agreement, which specifies how the property can be developed. The property owner and potential developer have agreed to develop the property under the flexible bylaw development leaving 40% Open space not develop within 500 feet of Main Street and provide 10% affordable units along with some age restricted units.

**Administrative**

- 2015 Annual Report - The PB reviewed the draft for the Annual Report and it was unanimously accepted.
- Minutes - September 10, October 8, December 3, 2015

*The board voted unanimously to accept the minutes as presented.*

Ms. Rogers, who serves as the Planning Boards' representative on the Community Preservation Committee, reported that nine applications were received for consideration for Community Preservation funding.

The Board unanimously adjourned at 9:16 pm.

Respectfully submitted by

Catherine Tinsley  
1.31.16