

**CITY OF BEVERLY
PUBLIC MEETING MINUTES**

BOARD OR COMMISSION: City of Beverly Planning Board
DATE: February 10, 2026
LOCATION: Beverly City Hall, 191 Cabot Street, 3rd Floor Council Chambers
MEMBERS PRESENT: Chair Derek Beckwith; Ellen Flannery; George Gomes; Sarah Bartley (remote); Judy Ashkenaz (remote)
MEMBERS ABSENT: Wayne Miller
STAFF PRESENT: Assistant Director of Planning, Kenneth Clawson
RECORDER: Kristan Patenaude

Call to Order

Chair Beckwith called the meeting to order at 7:03 p.m.

1. Subdivision Approval Not Required Plans

a. 0 Brookwood Road – Walter Theodore Miller

Beckwith explained that this property splits between Beverly and Manchester. It meets the qualifications for an ANR as it has frontage along Brookwood Road.

Flannery: Motion to endorse the Subdivision Approval Not Required Plan for 0 Brookwood Road, applicant Walter Theodore Miller. Ashkenaz seconds. Motion carries unanimously by roll call: Beckwith – aye; Flannery – aye; Gomes – aye; Bartley – aye; and Ashkenaz – aye; (5-0).

2. Recess for Public Hearings

a. Special Permit #204-25 – 371 Cabot Street – Glovsky & Glovsky LLC o/b/o 371 Cabot Street LLC, 8 Washington Street, Beverly, MA 01915

i. Ongoing development to convert the property to a mixed-use building with six (6) residential units and one (1) commercial unit. A Special Permit under Section 300-59(D) is being sought to authorize ten (10) off-street parking spaces where twelve (12) would be required and a Special Permit under Section 300-59(D) and 300-64(B)(1) is being sought to allow for a reduction in the aisle width for the portion of the aisle next to the garage to nineteen (19) feet where twenty-four (24) feet would be required.

***APPLICANT HAS REQUESTED THAT THIS APPLICATION BE
WITHDRAWN WITHOUT PREJUDICE***

Gomes: Motion to accept the request to withdraw without prejudice. Flannery seconds. Motion carries unanimously by roll call: Beckwith – aye; Flannery – aye; Gomes – aye; Bartley – aye; and Ashkenaz – aye; (5-0).

3. Reconvene Meeting – N/A

4. Preliminary Plan of Subdivision – 115 Cross Lane – Merrill Nearis

- a. Plan shows a private minor subdivision roadway creating two (2) additional residential parcels on a 1.84 parcel in an R22 zoning district for a total of three (3) residential parcels. The private right-of-way will be 40 feet wide, 173 feet long, with a 100 foot diameter cul-de-sac. The paved roadway will be 24 feet wide with a bituminous curb and a hammerhead turning area.

Bob Griffin on behalf of the applicant, explained that this parcel is 1.8 acres of land on Cross Lane. Behind the property is a small OSRD subdivision, built in approximately 2017. There is also a gravel parking lot across the street from the property. The existing Cross Lane is approximately 24' wide of pavement and striped. There is also a new sidewalk on the righthand side. There is an existing ranch style house on the lot, with an open area behind the house. The site shows no significant topographical changes and excellent sight distance in both directions. There is an existing drain line which runs left to right across the bottom of the plan and a nearby manhole. There are no records available at the City Engineering Department indicating the ownership of the pipe or when it was installed. The owner of the property states that there was a golf course in the area at one time and the drain may be associated with that use.

Griffin explained that the proposal is for a minor subdivision. The plan shows a private right-of-way which will be 40' wide, 173' long, with a 100' diameter cul-de-sac. The paved roadway will be 24' wide with a bituminous concrete curb and hammerhead turn-around area. The Zone requires 22,000 s.f. of land and 150' of frontage and each of the lots exceeds that. In terms of the road construction, a hammerhead turning area is proposed. From a grading standpoint, the goal is to install a high point at the middle of the length of the road to help push water back towards Cross Lane. There is a catch basin at the end of the hammerhead turning area which will pick up the water, pretreat it, and allow it to flow into infiltration basins underneath the road. The stormwater management standards require no increase in the rate or volume of runoff. Infiltration devices, such as drywells, are shown on the plan next to the homes with the intention of handling any excess runoff from the houses. In order to keep the water and sewer utilities the correct distance apart, a minor easement is proposed for the sewer line. A single water line will be brought to each house. The grades will be lifted a bit to make sure there are no wet basement issues for the houses. The road construction standards for a minor subdivision include a 12' travel lane on each side and a 40' wide right of way. The applicant is interested in reducing the construction a bit. It is believed that three houses could be managed around 20' of pavement instead. The proposal is to potentially reduce the width of the right of way to allow more flexibility for the house footprints. In terms of the amount of soil required to provide the intended grade, the applicant plans to bring in approximately 5,000 cubic yards of granular fill to raise up the area.

Griffin stated that the applicant is requesting six waivers. The first one is for a hammerhead instead of a round cul-de-sac. This is proposed due to the small number of houses. Clawson noted that this waiver may not be necessary. Griffin explained that the second waiver request is for 10' wide utilities. The applicant plans to keep the water and sewer lines the correct distances

91 from each other and from the drainage improvements. The third waiver request refers to the
92 absence of hydrants in the cul-de-sac. There is an existing hydrant directly across from Cross
93 Lane. This is advantageous from a firefighting point of view. The fourth waiver request is to
94 avoid bringing a water line down the street and instead have three separate water services with
95 shutoffs in Cross Lane. The next waiver is from the street light requirement. Porch lights on the
96 houses will provide adequate light for the small subdivision. Lastly, a fire alarm system is not
97 shown, per the requirements of the subdivision regulations, as it does not appear the City wants
98 them anymore anyway.

99
100 Gomes asked about how the applicant's proposal to narrow the street could impact the
101 hammerhead turnaround. Griffin stated that the roadway and hammerhead would remain the
102 same. It would be nice to allow the houses more relief with less pavement. This will not impact
103 fire apparatus maneuvering.

104
105 Gomes asked about potential runoff from the edges of the property. Griffin stated that there have
106 not yet been onsite soil calculations completed. This will be better addressed at the definitive
107 stage.

108
109 Gomes asked why a 20' easement is required. Clawson stated that this normally deals with more
110 than one pipe within an easement and separation requirements.

111
112 Clawson stated that the NFPA requirement is a pavement minimum of 20' width. This will be
113 confirmed with Captain Kreyling. Waivers will be voted on at the definitive plan stage.

114
115 Beckwith stated that he would like to see more information regarding the snow storage for the
116 area.

117
118 Clawson stated that the Board will need to consider if it would entertain the proposed reduction
119 of a right of way and pavement width. Gomes stated that usually too much pavement is required,
120 while being thoughtful of the Fire Department's opinion on this. Flannery agreed that this should
121 be safety driven.

122
123 Clawson stated that the Engineering Department will need to discuss the existing pipe on the
124 property and its location to one of the proposed houses.

125
126 Gomes: Motion to approve the Preliminary Plan of Subdivision, 115 Cross Lane, applicant
127 Merrill Nearis, with the following comments:

- 128 1. The Planning Board finds the proposed hammerhead turn to be an
129 acceptable alternative to the cul-de-sac, as required under the Minor
130 Subdivision Section of Code 375-15.
- 131 2. The Planning Board encourages the applicant to address the comments
132 supplied by the Engineering Department and other City departments.
- 133 3. Should the applicant desire to decrease either the width of paving of the
134 proposed street or the right of way, the Planning Board suggests that they
135 seek the approval of the City of Beverly Fire Protection Office.

136
137 Flannery seconds. Motion carries unanimously by roll call: Beckwith – aye;
138 Flannery – aye; Gomes – aye; Bartley – aye; and Ashkenaz – aye; (5-0).
139

140 **5. Set Public Hearings – N/A**
141

142 **6. Election of 2026 Planning Board Chairperson and Vice-Chairperson**
143

144 Flannery: Motion to table this agenda item to March 10, 2026. Gomes seconds. Motion
145 carries unanimously by roll call: Beckwith – aye; Flannery – aye; Gomes – aye;
146 Bartley – aye; and Ashkenaz – aye; (5-0).
147

148 **7. Authorization of Planning Board Signatory**
149

150 Flannery: Motion to table this agenda item to March 10, 2026. Gomes seconds. Motion
151 carries unanimously by roll call: Beckwith – aye; Flannery – aye; Gomes – aye;
152 Bartley – aye; and Ashkenaz – aye; (5-0).
153

154 **8. Approval of Minutes (as available):**
155 **a. January 13, 2026**
156

157 Gomes: Motion to approve the January 13, 2026, meeting minutes, as amended. Flannery
158 seconds. Motion carries unanimously by roll call: Beckwith – aye; Flannery –
159 aye; Gomes – aye; Bartley – aye; and Ashkenaz – aye; (5-0).
160

161 **9. Adjourn**
162

163 Flannery: Motion to adjourn. Ashkenaz seconds. Motion carries unanimously by roll call:
164 Beckwith – aye; Flannery – aye; Gomes – aye; Bartley – aye; and Ashkenaz –
165 aye; (5-0).
166

167
168 Meeting adjourns at 8:01 p.m.