

**CITY OF BEVERLY
PUBLIC MEETING MINUTES**

BOARD OR COMMISSION: City of Beverly Planning Board
DATE: May 26, 2026
LOCATION: Beverly City Hall, 191 Cabot Street, 3rd Floor Council Chambers
MEMBERS PRESENT: Chair Derek Beckwith; Ellen Flannery; Vice Chair George Gomes; Sarah Bartley; Judy Ashkenaz; Wayne Miller
STAFF PRESENT: Assistant Director of Planning, Kenneth Clawson
RECORDER: Kristan Patenaude

Call to Order

Chair Beckwith called the meeting to order at 7:00 p.m.

1. Subdivision Approval Not Required Plans – None at this time.

2. Recess for Public Hearings

Flannery: Motion to recess for Public Hearings. Gomes seconds. Motion carries unanimously (6-0).

2. Proposed Amendments to the Beverly Zoning Ordinance regarding Accessory Dwelling Units

Clawson read the Public Notice.

Beckwith explained that the Board’s job is to discuss and make a recommendation or no recommendation to the City Council regarding adoption of these proposed amendments.

Clawson reviewed the proposed updates which are to change the language so that it is in concert with the Acts of 2024. The Acts of 2024 trump the Ordinance. This helps to align the Ordinance with the State law so that there is less confusion. This will also eliminate confusion between the State’s protected accessory dwelling unit (ADU) laws and the local laws. Beckwith noted that some items will be grandfathered in. Clawson explained that old accessory apartments or an ADU created in the past year under the Ordinance are considered local use ADUs. Someone with a local use ADU is still allowed to build a protected use ADU. If the local use ADU had any provisions on it, such as it being used by a family member or requiring a parking space, those requirements have to remain to keep the local use ADU active. The less restrictive use is grandfathered in. The protected use ADU allows for 1,000 s.f. or half the gross floor area of the principal structure. The State allows for 900 s.f., but the local ordinance allows for 1,000 s.f. which is allowed to be used, as it is less restrictive. Also, if a zone allows a single-family residential house, an ADU unit is allowed. Owner occupancy is also no longer required. ADUs cannot be used for short-term rentals, as the City does not allow them. Another change is that the

Board cannot require a parking space if the ADU is within a ½ mile of a transit station, including bus stops.

Clawson stated that the ADU bylaw was passed in December 2023 and 35-37 ADUs have been created since then. The Department does not have an issue with the proposed amendments, though it does not agree with the owner occupancy item which cannot be changed.

There was no public comment, as there was no public present.

Flannery: Motion to close the Public Hearing. Miller seconds. Motion carries unanimously (6-0).

Gomes: Motion that the Planning Board recommend the adoption of the proposed ADU amendments. Flannery seconds. Motion carries unanimously (6-0).

Miller: Amended Motion that the Planning Board recommend the adoption of the proposed ADU amendments, noting that the rest of the State appears to be coming in line with what Beverly has previously outlined for ADUs. Flannery seconds. Motion carries unanimously (6-0).

3. Reconvene Meeting

Flannery: Motion to reconvene the meeting. Miller seconds. Motion carries unanimously (6-0).

3. Election of 2026 Planning Board Chairperson and Vice-Chairperson

Beckwith noted that he plans to resign, effective June 30th.

Flannery: Motion to nominate George Gomes as Chair of the Beverly Planning Board.

Miller noted that he is not interested in the Chair or Vice Chair positions. He expressed his interest in seeing Gomes nominated as Chair at this time. He stated that he would like to nominate Bartley as the Vice Chair at the appropriate time. Bartley stated that she would not accept, unfortunately.

Nominations for Chair were closed.

Motion for Gomes as Chair carries unanimously (5-0-1, with Gomes abstaining).

Bartley noted that she has continued to recommend a potential Planning Board member for the last 1.5 years, with no response from the City. This would be someone who would be good on both the Planning Board and CPC.

90 Flannery: Motion to table the vote for Vice Chair until July 2026. Gomes seconds. Motion
91 carries unanimously (6-0).
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93 **4. Set Public Hearings** – None at this time.
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95 **5. Approval of Minutes (as available):**
96 **a. April 28, 2026**
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98 Gomes: Motion to approve the April 28, 2026, meeting minutes, as amended. Flannery
99 seconds. Motion carries unanimously (6-0).
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101 **6. Adjourn**
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103 The Board thanked Beckwith for his time and effort on the Board.
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105 Flannery: Motion to adjourn. Gomes seconds. Motion carries unanimously (6-0).
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108 Meeting adjourns at 7:43 p.m.