

HINGHAM PLANNING BOARD MINUTES
June 1, 2026@ 7:00 PM
REMOTE MEETING

Planning Board Members Present Remotely: Gordon Carr, Gary Tondorf-Dick, Kevin Ellis, Crystal Kelly and Tracy Shriver.

Planning Board Members Absent: None

Also Present: Rachel Agiorgitis, Sr. Planner

At 7:05 PM Chair Shriver called the Planning Board meeting to order and stated the following:

"This meeting is being held remotely as an alternate means of public access pursuant to Chapter 2 of the Acts of 2025 suspending certain provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify me at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that I, as Chair, may inform all other participants of said recording."

Chair Shriver confirmed no other attendees requested to record the meeting.

Chair Shriver took roll call attendance of other members present including: Gary Tondorf-Dick, Crystal Kelly, Kevin Ellis, Gordon Carr and Tracy Shriver.

Hearing(s) & Discussion

222 South Pleasant Street
Site Plan Review

Matthew Falconeiri, Falconeiri Construction Inc. to modify a Site Plan Approval under § I-I of the Zoning By-Law, originally issued April 16, 2026, to adjust the previously approved siltation control line to encompass a previous disturbed area as requested by the Conservation Department at 222 South Pleasant Street the Residence C District.

Brendan Sullivan, Merrill Engineers & Land Surveyors, presented the revised plan on behalf of the applicant. He explained that the original erosion control line had been located farther forward on the lot and that Conservation staff requested that the line be moved to the rear tree line, behind an existing large stockpile of topsoil left by a prior developer. The disturbed area included cleared ground and a stockpile approximately 12–15 feet high. The revised plan relocated the siltation sock to the northern portion of the lot, aligning with the actual existing tree line. The applicant will re-spread or remove the topsoil stockpile, install a wildflower seed mix in a designated area, and replace four trees, matching the number removed. He advised that the Conservation Commission has signed off on the revised plan.

Member Tondorf-Dick asked whether the grades had been lowered and whether the stockpile material was suitable for reuse. Mr. Sullivan confirmed it was topsoil and that soils on site are sandy and well-draining. Member Tondorf-Dick recommended re-spreading the material on site, noting that gravel

substrate would not support vegetation well. Member Ellis stated the modification appeared straightforward and Member Kelly expressed support, noting the request “closes the loop” on prior disturbance issues.

Chair Shriver opened the hearing to public comment. There was none.

Based on the information submitted and presented during the hearing Chair Shriver presented the following finding(s):

- a. The proposed modification does not adversely affect conditions governed by the Site Plan Review Design and Performance Standards set forth in § I-I of the Zoning By-Law; as such, the project constitutes a minor modification of the Site Plan Approval, issued April 16, 2026.

Tracy Shriver made a motion, seconded by seconded by Gary Tondorf-Dick, to WAIVE the public hearing for Site Plan Review under § I-I.9 of the By-Law and APPROVE the application of Matthew Falconeiri, Falconeiri Construction Inc. to modify a Site Plan Approval under § I-I of the Zoning By-Law originally issued April 16, 2026 to adjust previously approved erosion control line to encompass a previous disturbed area as requested by Conservation Department at 222 South Pleasant Street the Residence C District.

In favor:	Gary Tondorf-Dick, Kevin Ellis, Crystal Kelly and Tracy Shriver
Opposed:	None
Not present:	Gordon Carr

At 7:14 PM Chair Shriver confirmed that all five Board members were now present.

72 Downer Avenue

Site Plan Review

Chair Shriver moved on to the next item on the agenda an application from David and Danfeng Kircheis for Site Plan Approval under § I-I of the Zoning By-Law to construct an Accessory Dwelling Unit, detached garage, driveway extension, and related improvements in connection with a Principal Single-Family Dwelling located at 72 Downer Avenue in the Residence A District.

Chair Shriver advised that prior to the meeting, the applicant requested a further continuation. He reviewed the decision deadline confirming that the deadline was July 5, 2026, leaving adequate time to continue the hearing to the next scheduled meeting.

Tracy Shriver made a motion, seconded by Gordon Carr, to Continue the application from David and Danfeng Kircheis for Site Plan Approval under § I-I of the By-Law to construct an Accessory Dwelling Unit, detached garage, driveway extension, and related improvements in connection with a Principal Single-Family Dwelling located at 72 Downer Avenue in the Residence A District, to June 15, 2026 at 7:00 PM.

The motion passed by roll call vote.

In favor:	Gordon Carr, Kevin Ellis, Crystal Kelly, Gary Tondorf-Dick, Tracy Shriver
Opposed:	None

146 Chief Justice Cushing Highway Site Plan Approval

Chair Shriver moved on to reopening the application from Vetcor Of Massachusetts LLC d/b/a Hingham Animal Clinic for Site Plan Approval under § I-I and a Special Permit A3 Parking Determination and/or Waiver under § V-A of the Zoning By-Law to construct an addition and reconfigure the parking area at 146 Chief Justice Cushing Highway in the Residence C District.

Rick Grady, Grady Consulting, presented on behalf of the applicant, and was joined by Jim Agan, Vetcor of America and Dr. Heather Sacks-Low, Chief of Staff, Hingham Animal Clinic. Mr. Grady presented site & design changes which included a 6-foot privacy fence along the side and rear property lines for screening, expanded landscaping that emphasized screening views from driveway approaches and the dumpster area, as well as evergreen plantings (Green Giant Arborvitae and Leyland Cypress) to supplement the fence. He noted the plan eliminated all back-out parking onto Route 3A, routing all traffic internally for safety. The site will maintain 24 parking spaces, matching existing conditions but relocating all spaces onto the property rather than within the state highway layout.

Dr. Sacks-Low shared the interior renovations noting the focus on modernizing veterinary workspaces. She went on to explain the clinic currently had 5 exam rooms, the plans would increase this to 6. Three doctors operated simultaneously, and the additional room will reduce bottlenecks and improve workflow for integrative treatments (acupuncture, chiropractic, water treadmill therapy). The practice will not expand hours or appointment volume.

Board members sought clarification on parking utilization. Dr. Sacks-Low confirmed that all 24 spaces are already used regularly, including for quick client visits. Member Tondorf-Dick and Member Carr raised concerns regarding the applicant's request for a waiver from EV charging requirements under Section 5-8.5(P). They emphasized that EV readiness is a forward-looking requirement, not based solely on current usage. After an extended discussion, the applicant agreed to install conduit for future EV charging infrastructure serving four spaces on the east (right) side of the building.

Chair Shriver opened the hearing to public comment.

Paul Shoemaker, 275 East Street, said that he appreciated the addition of the fence and other changes, however the volume of new impervious surface and more parking presence for the neighbors is changing the property from a residential look to commercial. Later in the hearing, Mr. Shoemaker said that he was happy to remove his old rotting fence whenever needed to make room for the new one installed for the project.

Ryan Hogan, 150 Chief Justice Cushing Highway, also expressed appreciation for the changes the Applicant made with the landscaping and addition of the fence. He asked if the fence would interfere with sight lines, to which Mr. Grady replied it will not and explained where it would end as it approached the right-of-way. Mr. Grady also confirmed that the guardrails around the parking lot remain in the revised plan. Mr. Hogan asked if the mature trees in the area of the rain garden are to be removed. Mr. Grady confirmed that they will be removed, but they were planting additional plants and evergreens for screening.

Based on the information submitted and presented during the hearing Chair Shriver presented the following Site Plan Review finding(s):

- a. The proposed development, as conditioned by the Approval, will not adversely affect the health, safety and welfare of the prospective occupants, the occupants of neighboring properties, and users of the adjoining streets or highways, and the welfare of the Town generally.
- b. The proposed development meets all applicable Design and Performance Standards with the exception of those under Sections I-I.6.h and I-I.6.1(i)(A) requiring underground electric and communications services and a single curbcut. A waiver from these standards is reasonable since the existing building will be maintained and is presently serviced by over overhead services and multiple driveways.

Based on the information submitted and presented during the hearing Chair Shriver presented the following Special Permit A3 finding(s):

- a. The parking is sufficient in quantity to meet the needs of the proposed project; the existing use is supported by 24 parking spaces; however, 9 of those are located offsite and within the state highway layout. The proposed plan would maintain 24 spaces for the use, though all would be located within the property bounds. Twenty-four spaces is sufficient for the use, which will be improved, but not expanded in terms of operations.
- b. Safe pedestrian access and circulation has been provided for; Safe pedestrian access will be achieved on site by conversion of the existing two-way travel drives to one-way travel, thereby minimizing potential conflicts with motorists. Accessible walkways will be constructed between the handicap parking spaces and building entrance.
- c. New driveways have been designed to maximize sightline distances to the greatest extent possible; the reconfigured driveway curbcuts significantly improve existing conditions by controlling entrance and exits through a one-way traffic pattern. The proposed driveway provides adequate sight distance to pedestrians, bicyclists, and motorists exiting to the public way.
- d. It is impractical to meet one or more of the Design Standards and that a waiver of such Standards will not result in or worsen parking, traffic or pedestrian safety problems on-site or on the surrounding streets, or adversely affect the value of abutting lands and buildings; As noted in Approval Criteria "a.", the Board has determined that the number of spaces are sufficient for the use of the property. The parking spaces and drive aisles comply with all dimensional standards under Section V-A of the By-Law; however, the plan does not comply with the electric vehicle charging requirements under Section V-A.5.p. A waiver of the Standard will not result in parking, traffic or pedestrian safety problems either on site or in the area. A waiver of this standard is consistent with the relief requested from the underground electric service standard under Site Plan Review. The Applicant is required to install conduits for the future infrastructure of electric charging stations for four spaces on the east side of the site plan, adjacent to the handicapped spaces.
- e. Except as specifically provided under subsection d. above, the proposed parking area(s) meet applicable Design Standards; The parking spaces and drive aisles comply with all dimensional standards under Section V-A of the By-Law.

- f. The granting of this Special Permit is consistent with the intent of this By-Law and will not increase the likelihood of accident or impair access and circulation. Issuance of the Special Permit A3 under Section V-A for a Parking Determination and Waiver of the requirements under Section V-A.5.p will not increase risk of accidents or impair access to the site. In fact, the project will improve circulation through the site and eliminate a safety concern associated with the parking spaces within the state highway layout.

Tracy Shriver made a Motion, seconded by Kevin Ellis, to GRANT the application from Vetcor of Massachusetts LLC d/b/a Hingham Animal Clinic for Site Plan Approval under § I-I and a Special Permit A3 Parking Determination and Waiver under § V-A of the Zoning By-Law to construct an addition and reconfigure the parking area at 146 Chief Justice Cushing Highway in the Residence C District, subject to the following conditions:

1. Proof of Recording. The Applicant shall file a certified copy of this decision in the Registry of Deeds and provide evidence of such recording with the application for a building permit.
2. Pre-Construction Meeting. A preconstruction review meeting with inspection of the erosion control installation and marked limits of clearing shall be required before work on the site commences.
3. Limits of Work; Tree Protection Areas. During clearing and/or construction activities, the marked limit of work shall be maintained until all construction work is completed and the site is cleaned up. All vegetation beyond the limit of work shall be retained in an undisturbed state and no stockpiling of topsoil or storage of fill, materials, or equipment may occur within the protected area. Without limiting the foregoing, Protected Trees to be retained shall be surrounded by temporary protective fencing or other appropriate measures before any clearing or grading occurs, and maintained until all construction work is completed and the site is cleaned up. Protective barriers shall be large enough to encompass the Critical Root Zone of all Protected Trees to be preserved. Inspection of the protective barriers shall be required before issuance of a Building Permit.
4. EV Conduits; Applicant has agreed to install Conduit for future installation of EV charging stations at a later date for the four spaces on the east side of the site plan, adjacent to the handicapped spaces.
5. Construction Vehicles. All construction vehicles shall be parked onsite. No construction vehicles shall enter the premises before 7 AM on any given construction day. In the event it is not feasible for construction vehicles to park onsite, the Applicant shall schedule a police detail to safely direct traffic.
6. Inspections. Inspections shall be required during construction, and prior to issuance of a certificate of occupancy, of all elements of the project related to or affecting erosion control, limits of work, and the approved drainage and stormwater system installed for the project. The Planning Board may require, at the Applicant's expense, the establishment of a consultant fee account pursuant to Massachusetts General Laws Chapter 44 Section 53G, to fund the cost of such inspections.

7. **As-Built Plan Requirement.** Upon project completion an as-built plan must be submitted to the Building Commissioner and Community Planning Department prior to the issuance of a certificate of occupancy, and in no event later than two years after the completion of construction. In addition to such other requirements as are imposed by the Building Commissioner, the as-built plan must demonstrate substantial conformance with the stormwater system design and performance standards of the approved project plans. The as-built plan must also demonstrate substantial conformance with all other aspects of the approved project plans, including landscaping.
8. **Maintenance of Protected Trees.** Each Protected Tree retained, and all new trees planted to mitigate the removal of Protected Tree(s), shall be maintained in good health for a period of no less than twenty-four (24) months from the date of final inspection, or issuance of a Certificate of Occupancy, if applicable. Should such tree(s) die or be removed within such twenty-four (24) month period, the owner of the property shall be required to replace such tree with a tree consistent with the requirements within nine (9) months from the death or removal of such Protected Tree or new tree.

Administrative Items

Board members discussed the open Board positions and appointments up for renewal. Chair Shriver and Clerk Ellis expressed interest in continuing their roles. They were both supported by Member Kelly, Member Carr, and Member Tondorf-Dick. Member Tondorf-Dick added that having Chair Shriver continue his role would be helpful for continuity as related to the completion of recent Zoning amendments passed at Town Meeting.

Member Tondorf-Dick expressed interest in being on the Climate Action Commission. Member Kelly and Member Ellis were pleased to continue their roles on the Community Preservation Committee and Traffic Committee respectively. Member Kelly's assignment did not require a vote.

Chair Shriver offered the appointment of Mario Romania, Jr., ZBA Associate Member, as the new Planning Board Associate Member. The Board agreed unanimously.

Tracy Shriver made a Motion, seconded by Gary Tondorf-Dick, to appoint himself as Planning Board Chair, Kevin Ellis as Planning Board Clerk, Gary Tondorf-Dick to the Climate Action Commission, and Kevin Ellis to the Traffic Committee.

The motion passed by roll call vote.

In favor:	Gary Tondorf-Dick, Gordon Carr, Crystal Kelly, Tracy Shriver
Opposed:	None

Member Tondorf-Dick inquired about the Historic representative. Ms. Agiorgitis responded that the Board would vote after the Historic Commission's next meeting where they will confirm their member appointments.

Ms. Agiorgitis said there were no minutes for approval.

Chair Shriver reviewed the upcoming meeting dates. The next meeting would be on June 15, 2026 and the Board will hold the June 29, 2026 meeting in place in case it is needed.

Chair Shriver made the motion, seconded by Gordon Carr, to adjourn the Planning Board meeting at 7:53 PM.

The motions passed by roll call vote:

In Favor:	Gary Tondorf-Dick, Gordon Carr, Crystal Kelly, Tracy Shriver
Opposed:	None

Meeting Materials

222 South Pleasant Street

Minor Modification Letter, filed May 28, 2026

Site Plan, revised May 13, 2026

146 Chief Justice Cushing Highway

Site Plan Review Application, filed March 16, 2026

Special Permit A3 Application, filed April 6, 2026

Site Plan, dated March 11, 2026

Stormwater Report, dated March 3, 2026

Permit Set, dated July 9, 2025

SPA3 Application, revised April 6, 2026

Site Plan, revised April 9, 2026

Stormwater Report, revised April 9, 2026

Letter to Planning Board, dated May 12, 2026

Site Plan, revised May 12, 2026

Stormwater Report, revised May 12, 2026

Letter on Site Plan Revisions, dated May 28, 2026

Site Plan, revised May 28, 2026

P. Brennan Peer Review, dated April 28, 2026

P. Brennan Peer Review, dated May 13, 2026