



MEETING NOTICE **TOWN OF NORTH ANDOVER**

Board/Committee Name: <u>ZONING BOARD OF APPEALS</u>
Date: Tuesday, March 24, 2026
Time of Meeting: 7:00 p.m.
Location: Town Hall, 120 Main Street, North Andover, MA 01845

AGENDA

1. **Call to Order**
 - a. Pledge of Allegiance
2. **Acceptance of Minutes from February 25, 2026 Meeting**
3. **Continued Public Hearing**

Application of East Mill Housing, LLC, 0 Prescott Street, North Andover, MA (Map 0068, Lot 10) (M.G.L., c. 40B, §§20-23, or Chapter 40B)

 1. **Architectural/Landscape**
4. **Adjournment**

PUBLIC COMMENT AT ZONING BOARD OF APPEALS MEETINGS

The North Andover Zoning Board of Appeals recognizes the importance of public comment, at the discretion of the Chair, on items on the official agenda as well as items not on the official agenda. All comments from the public are to be directed to the Chair and all parties, including members of the North Andover Zoning Board of Appeals, shall act in a professional and courteous manner either when addressing the Board, or in responding to the public. Should the Chair believe that an issue or question falls outside the purview of the Zoning Board of Appeals they may request that citizens direct it to the appropriate person or body so that the matter is given proper consideration.

It is the role of the Chair to set time limitations and maintain order during all Public Comment discussions, as it is important that the Zoning Board of Appeals allow themselves enough time to conduct their official town business.

The following process will govern Public Comment at the Zoning Board of Appeals meetings:

1. Total time for Public Comment is thirty (30) minutes or less, which can be adjusted by the Chair, based on the meeting's formal agenda content, and time requirements.
2. Once recognized by the Chair, all persons addressing the Board shall state their name and address prior to speaking and present themselves at a microphone.
3. Comments must be short and to the point. There will be a time limit of up to five (5) minutes per person, which will be enforced by the Chair of the meeting. If the number of people wishing to speak exceeds six (6), the Chair may, at their discretion, limit individual comments to less than five (5) minutes per person.
4. Town employees, committee, commission or board members who have business with the Zoning Board of Appeals later on the agenda will not request recognition during Public Comment time.
5. Persons wanting to reserve time on an official agenda must contact the Chair of the Zoning Board of Appeals.
6. All persons addressing the public body are asked to conduct themselves in a peaceable and orderly manner. Such persons may not engage in physical contact, make true threats of violence or incite imminent lawless conduct by others. These types of comments and actions will not be tolerated.
7. Speakers must not interrupt recognized speakers or members of the public body.
8. Speakers must address Board members, not the applicants or other members of the public. Any comments or questions about the case are to be asked of the Chair, and the Chair will take the matter up with the applicant or other entities.
9. Whenever the public is allowed to participate in remote public meetings, the same rules and guidelines that apply to in-person meetings apply to their remote counterparts.
10. Comments made during Public Comment sessions do not reflect the views or the positions of the public body before which the member of the public is speaking. Because of constitutional free speech principles, public bodies do not have the authority to prevent or limit all speech that may be upsetting or offensive during such sessions.
11. Citizens, who wish to ensure their voices are heard, are encouraged to submit written public comments. Please email tmacneil@northandoverma.gov with your comments before the meeting to ensure that they are read by board members.