

TOWN OF WINCHESTER
Planning Board
Tuesday, February 16, 2016, 7:30 pm--Board of Selectmen Meeting Room

Planning Board Members: Elizabeth Cregger, Chairman, Maureen Meister, Clerk, Jacqueline Welch and Charles Tseckares

Staff: Brian Szekely, Town Planner

Ms. Cregger opened the meeting at 7:35 pm.

Approval of Meeting Minutes

The Planning Board reviewed the minutes of the November 24, 2015, Planning Board meeting.

Motion: Mr. Tseckares moved that the Planning Board approve the minutes as amended. Ms. Meister provided a second and all voted in favor (3-0-2) (Ms. Cregger abstained from the vote because she was not at the meeting and Mr. Bottaro was absent).

Accessory Unit Bylaw

There was discussion on the Accessory Unit bylaw. It was noted that the bylaw had been presented to Town Meeting previously, and it did not pass. There was a presentation to the Planning Board and a discussion previously, and the Planning Board was asked to review the bylaw. This bylaw is more detailed and has a better chance of passing. The Planning Board was asked to vote the bylaw in as a Planning Board initiative. There was discussion on the bylaw and the Planning Board's role in the presentation. It was noted that the bylaw is a noble initiative. However, the Planning Board has other pressing initiatives that need their efforts and attention and cannot sponsor the bylaw. The Planning Board's primary responsibility is to implement a master plan which still needs to be fully completed. The proponents could still go forward with the bylaw and the Planning Board could make a recommendation. They should consider waiting until Fall Town Meeting.

There was review and discussion of the bylaw. The Planning Board needs to review the bylaw further. There are many issues to address including what happens when the property is sold, how the restrictions would be enforced and the impact on neighborhoods. There was discussion on the need for this type of housing and restrictions on who could live in the accessory units. Mr. Szekely stated that he would speak to the Building Commissioner about enforcement. There was discussion on how the units would be inspected and what would be considered enough proof.

Mr. Szekely stated that there is not enough information at this point for the Planning Board to make a recommendation.

Motion: Ms. Meister moved that the Planning Board table sponsoring the bylaw as a Planning Board initiative to such time that it is brought back as a citizen petition and then the Planning Board will make a recommendation. Ms. Welch provided a second and all voted in favor (3-0-2) (Mr. Tseckares abstained from the vote and Mr. Bottaro was absent).

Rules and Regulations Governing Section 7.3 for the CBD of the Zoning Code

The Planning Board reviewed the sections of the zoning code line by line for content and language. There was discussion on each section. There was discussion on definitions. There was analysis of hypothetical situations to assure that the language covers all situations. Mr. Szekely will schedule a public hearing to address adopting section 7.3 of the zoning code.

John Suhrbier of the Housing Partnership Board addressed the issue of guidelines for administration of inclusionary housing. He reviewed the issues of concern to the Housing Partnership Board regarding section 6. He stated that in lieu of payments is an issue. The town needs units, not payments. The town is low on inclusionary housing. The state is looking for Winchester to increase the number of units. There is a need to establish rules for in lieu payments. There was discussion on this issue. It was noted that there is more work needed on this section and direction from expertise. There is a need for rules and regulations town wide, but a CBD section addressing this issue could help.

Mr. Szekely, Ms. Cregger and Mr. Suhrbier will work on a draft report on this issue. They will work on several options for in lieu of payments first and then work on the other issues. However, the Planning Board needs to keep it minimal so the rules and regulations can be adopted now because development projects in the CBD are starting to come in. The rules and regulations are approved at a Planning Board public hearing, not at Town Meeting, so they can be changed and added to at a later date by the Planning Board.

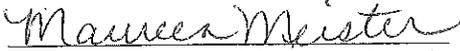
Planning Board Scheduled Agenda Items

Mr. Szekely reviewed the topics that will be discussed at upcoming Planning Board Meetings.

1. February 23, 2016-600 Main Street development project, Open Space bylaw community conversation, process for review of new development projects in the CBD.
2. March 8, 2016-Outdoor Dining bylaw community conversation and Demo Delay bylaw change proposed by the Historical Commission.

There was discussion on the schedule of future Planning Board meetings. The Planning Board needs to go before the Finance Committee on the budget. Mr. Szekely will speak to consultant Dennis Carlone regarding a contract for services to review development projects in the CBD.

Motion: Ms. Meister moved to adjourn the meeting at 10:00 pm. Ms. Welch provided a second and all voted in favor (4-0-1) (Mr. Bottaro was absent).


Maureen Meister, Planning Board
Clerk

Recording Secretary: Liz Campbell