

TOWN OF WINCHESTER
Planning Board
Tuesday, February 23, 2016, 6:00 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, and Beth Rudolph, Town Engineer

Ms. Cregger opened the meeting at 6:07 pm.

Winning Farm

There was discussion on the Winning Farm development. The project would require rezoning of the area. The Planning Board is working on a proposed zoning change. They have not yet seen the proposal.

600 Main Street Development

Attorney Mark Vaughn and Architect Chris Mulhern addressed the Planning Board on the 600 Main Street development. Representatives of the CBD Design Review subcommittee Heather Von Mering, Eileen Casciari and David Storeygard joined the conversation.

Mr. Vaughn stated that they have addressed the issues raised by the Planning Board and the Design Review Committee. They cannot change the request to center the windows to the columns because the layout is prohibitive to this change, but they did center the signs of the stores. They are responsive to the other comments made.

Mr. Mulhern reviewed the changed plans and addressed the comments received. He explained how he addressed the comments. He gave a PowerPoint presentation of the drawings. He reviewed what they could and could not change and why. He reviewed the dormers, attic space, alley screening, HVAC screening and lighting plan. It was noted that a lighting plan needs to be submitted and additional drawings need to be submitted.

There was discussion on the issues including signage, window layout, how to screen the alley, lighting levels and returns on the gables. There was discussion on how to center the windows, signage and poles.

There was discussion on storm water management and the Engineering Department's recommendations and the FEMA requirements. They will not be able to obtain a building permit until a flood proofing design is submitted in accordance with FEMA guidelines. There was discussion on this issue. It first needs to be determined if a flood proofing design is required. If the flood proofing design requires substantial changes, then a plan would need to be submitted.

Mr. Mulhern gave a PowerPoint presentation and explained their plans to date on storm water management. He reviewed testing that has been completed at the site. They would need to inspect and clean the existing system if they will be using it. This would be a condition of the occupancy permit.

Motion: Ms. Meister moved that the Planning Board endorse the proposal through site plan review with the following conditions:

1. Signage center review.
2. Screen the alley with a black metal finish gate.
3. Submit a lighting plan to the DRC when available.
4. Use traditional returns on the gables.
5. If there is a problem with the infiltration system, the applicant must submit a plan to the Engineering Department for review.
6. Clean and inspect the current infiltration system before obtaining an occupancy permit, and if any issues occur, work with the Engineering Department to resolve the issues.
7. If the plans dated February 4, 2016, have any changes to the materials or specifications, a review by the Town Planner and the CBD Design Review subcommittee would be warranted. If the changes are deemed significant by the Town Planner and the CBD Design Review subcommittee, a new design review would be called for, and possible additional conditions may be placed on the building permit.

Ms. Welch provided a second and all voted in favor (4-0-1) (Mr. Bottaro was absent).

There was further discussion on the plans. It was noted that there is the need for a meeting with the applicant to make sure they acknowledge everything that they need to complete before applying for a building permit.

Fee Schedule for the Engineering and Planning Departments

There was a review of fees charged by the Engineering and Planning Departments. It was noted that the fees cannot be based on time spent by town employees. Most fees do not cover the cost of town employee's time. There may be a need to increase the fees due to complexities. The town could use more revenue. There was discussion on the fee schedule. Ms. Rudolph and Mr. Szekely will look at fees charged by other comparable communities and review the current fee schedule for the town.

Average Income of Towns

There was an article in the Boston Globe which listed the average income of towns. It also included information on demolitions by town. There was discussion on demolitions. There has been work done on records for demolitions in the town. It is a large endeavor to obtain all the information, but it has been started. The teardown map has been completed to date by Assistant Town Engineer Matthew Haringa.

Historical Commission Demolition Delay Bylaw Proposal

Heather Von Mering of the Historical Commission reviewed the various demolition delay bylaws of other towns. There was discussion on the information studied for support of the demolition delay bylaw proposal. There was discussion on historical housing being lost and how preservation affects property values in the community.

Community Conversation on Open Space and Slope Protection Bylaws

Open Space Bylaw

Mr. Szekely gave a PowerPoint presentation and explained the proposed definition change to the Open Space bylaw. He reviewed the regulations related to open space. He reviewed other town's policies. He reviewed the current regulations and why they are proposing the changes. The town has water issues, so pervious landscapes are important for storm water management and the future of the town. There is a new state law that the town is going to have to abide by which states that only so much water can go into the storm water system. The Engineering Department requires a storm water management plan for all proposed development.

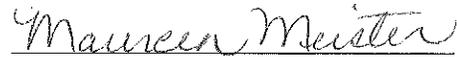
There was discussion on the Open Space bylaw issues. There was discussion on the definition of a structure, including sheds, accessory buildings, patios, walkways and pools, and how they impact the Open Space bylaw. There was discussion on pervious pavement. There was discussion on the specific language to be used in the bylaw to be clear.

Mr. Szekely noted that a study was done on storm water management of lots and he reviewed the results. It was noted that the current ratio for structure to open space on a lot is 30% to 70%. There was discussion on the ratios. The proposed bylaw addresses the definition of the 70% open space. It was noted that with the bylaw changes, some lots would become non-conforming, but would be grandfathered in. The definition of open space needs further work. Mr. Szekely will work on the definition.

Slope Protection Bylaw

Mr. Szekely reviewed the proposed Slope Protection Bylaw. Land with slopes of 25% or more should be preserved. Any changes in slope over 6% would trigger a site plan review. Any changes in slope over 25% would require a special permit. He reviewed the proposed changes and what they are trying to accomplish. There was discussion on the bylaw and the percentages of slope for special permits. The bylaw may help to control cut and fill issues.

Motion: Ms. Meister moved to adjourn the meeting at 9:00 pm. Mr. Tseckares provided a second and all voted in favor (4-0-1) (Mr. Bottaro was absent).


Maureen Meister, Planning Board
Clerk

Recording Secretary: Liz Campbell