

**TOWN OF WINCHESTER**  
**Planning Board**  
**Tuesday, April 26, 2016, 7:30 pm-Board of Selectmen Meeting Room**

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

Staff: Brian Szekely, Town Planner

Ms. Cregger opened the meeting at 7:36 pm.

**ANR-7 Grove Street**

Mr. Szekely explained the ANR. He noted that the submission is incomplete because it does not include the year on the building. He noted that the building is not being demolished. It has been approved by the ZBA. There was discussion on the ANR and the fact that it does not include the year. It was noted that when rules are set they need to be followed.

Mr. Szekely explained the plans and the process that they have gone through. He explained the revised submission rules and what is required on plans.

Motion: Ms. Meister moved that the Planning Board not endorse the ANR at this time because it does not comply with the submission rules and readdress the ANR as a complete submission at the May 2, 2016, Planning Board meeting. Mr. Jerius provided a second and all voted (4-1) (Mr. Tseckares was opposed).

**ANR-11 & 15 Hill Street**

Mr. Szekely explained the ANR. There was discussion on the ANR.

Motion: Ms. Meister moved that the Planning Board endorse the ANR. Mr. Jerius provided a second and all voted in favor (5-0)

All members signed the ANR.

**Approval of Meeting Minutes**

The Planning Board reviewed the minutes of the following meetings:

December 8, 2015

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Ms. Welch provided a second and all voted in favor (4-0-1) (Mr. Jerius abstained from the vote because he was not a Planning Board member at the time of the meeting).

December 22, 2015

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Mr. Tseckares provided a second and all voted in favor (4-0-1) (Mr. Jerius abstained from the vote because he was not a Planning Board member at the time of the meeting).

January 12, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Mr. Tseckares provided a second and all voted in favor (4-0-1) (Mr. Jerius abstained from the vote because he was not a Planning Board member at the time of the meeting).

January 19, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Mr. Tseckares provided a second and all voted in favor (4-0-1) (Mr. Jerius abstained from the vote because he was not a Planning Board member at the time of the meeting).

### **Planning Board Reorganization**

Mr. Szekely stated that the Planning Board members need to hold nominations and appointments for the Planning Board Chairman and Clerk positions.

Motion: Ms. Meister nominated Ms. Cregger for the Planning Board Chairman position. Mr. Tseckares provided a second to the nomination and all voted in favor (5-0).

Motion: Mr. Tseckares nominated Ms. Meister for the Planning Board Clerk position. Ms. Cregger provided a second to the nomination and all voted in favor (5-0).

The Planning Board will complete committee assignments at the May 2, 2016, Planning Board meeting.

### **Planning Board Initiatives**

The Planning Board discussed projects and initiatives that need to be worked on in the upcoming year.

There was discussion on the Master Plan Phase II. It was noted that the Planning Board had previously completed Phase I of the Master Plan through Town Meeting several years ago. There was discussion on categories for the Master Plan Phase II. Phase I will be reviewed first so that Phase II will be written in the same context and that the two will be able to be brought together in a coherent way. There will be a review of comparable towns' master plans.

It was noted that this initiative will most likely take until next spring. There was discussion on process, growth and development and setting goals. There was discussion on funding to complete the Master Plan Phase II.

There was discussion on areas of town that would benefit from site plan review. There is a need to look at parts of town with rapid growth, including North Main Street.

There was discussion on unfinished subdivisions. There may be a need to obtain legal counsel to resolve some of the unfinished subdivisions. There are different reasons why they have not been completed. Mr. Szekely will speak to the Town Manager about the town funding this initiative.

There was discussion on complete streets design. The state has started a new funding program giving up to \$400,000 per community, for street projects, to towns that develop a Complete Street policy. The funding will be attached to shovel ready projects that have already been vetted. Mr. Szekely will obtain the list of projects for the Planning Board to review. The projects may be relevant to the master plan.

There was discussion on adopting guidelines for new construction in the CBD. There may be separate guidelines for historic buildings.

There was discussion on rules for conducting CBD project reviews. The Planning Board has a contract with consultant Dennis Carlone to complete an urban design scheme for Elmwood Avenue which he is currently working on.

There was discussion on the RFP for Shore Road. The Planning Board would like to have input into the conceptual design process.

### **Davidson Park Proposal**

Mr. Szekely gave a PowerPoint presentation on Davidson Park and explained the history of the site. He noted that the area has been compromised by sediment. A restoration project is going to be completed. The design work has been completed. He explained the proposed plans. The Conservation Commission wants a Habitation study completed which will cost \$2,000. They may be able to obtain a grant for the study or they would like to split the cost with the Planning Board. There was discussion on the issues.

Motion: Ms. Welch moved that the Planning Board not contribute any funding at this time. Ms. Meister provided a second and all voted in favor (4-0-1) (Mr. Jerius abstained from the vote).

## ZBA Petitions

### **Petition #3764-22 Lincoln Street**

Mr. Szekely explained the petition. There was discussion on the petition.

Motion: Ms. Meister moved that the Planning Board recommend favorable action on the petition. Mr. Tseckares provided a second and all voted in favor (5-0).

### **Petition #3765-28 Prince Street**

Mr. Szekely explained the petition. There was discussion on the petition.

Motion: Mr. Tseckares moved that the Planning Board recommend favorable action on the petition. Mr. Jerius provided a second and all voted in favor (5-0).

### **Petition #3766-65 Cambridge Street-Winchester Boat Club Clubhouse**

Mr. Szekely explained the petition. There was discussion on the petition.

Motion: Ms. Meister moved that the Planning Board recommend that the project be required to go through the special permit process. Ms. Welch provided a second and all voted (4-1) (Mr. Tseckares was opposed).

Motion: Ms. Meister moved that the Planning Board recommend favorable action on the expansion of use. Mr. Tseckares provided a second and all voted (4-0-1) (Ms. Welch abstained from the vote because she stated that more information is needed).

Motion: Ms. Welch moved that the Planning Board recommend unfavorable action on the dimensional requirements with regards to setback requirements. Ms. Meister provided a second and all voted (3-2) (Ms. Cregger and Mr. Tseckares were opposed).

### **Petition #3767-Rear 65 and 69 Cambridge Street and Everett Avenue-Winchester Boat Club Pavilion**

Mr. Szekely explained the petition. There was discussion on the petition.

Motion: Ms. Meister moved that the Planning Board recommend favorable action on the petition. Mr. Jerius provided a second and all voted (2-3) (Ms. Meister, Ms. Welch and Mr. Jerius were opposed). The motion failed.

There was further discussion on the petition, including the fact that the plans were difficult to follow, Conservation Commission issues, open space issues, an unclear legal analysis and if it is detrimental to the neighborhood.

Motion: Mr. Jerius moved that the Planning Board recommend unfavorable action on the petition. Ms. Meister provided a second and all voted (3-2) (Ms. Cregger and Mr. Tseckares were opposed).

Motion: Ms. Welch moved that the Planning Board adjourn the meeting at 10:05 pm. Ms. Meister provided a second and all voted in favor (5-0).

  
Maureen Meister, Planning Board  
Clerk

Recording Secretary: Liz Campbell

