

**TOWN OF WINCHESTER**

**Planning Board**

**Tuesday, July 12, 2016, 6:00 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 and Beth Rudolph, Town Engineer

Consultant: Dennis Carlone

Ms. Meister as acting Chairman opened the meeting at 6:04 p.m.

**Contract with Consultant Dennis Carlone**

A new contract has been signed with consultant Dennis Carlone to work on design, guidelines and process issues. There is a need for a schedule so permits can flow through. There was discussion on work he will complete on the Elmwood Avenue development. Mr. Szekely will schedule a meeting with Mr. Carlone and representatives of the Historical Commission, the Design Review Committee and the Center Business Design Review Subcommittee to discuss the Elmwood Avenue development, materials and guidelines. Mr. Carlone will also be working on the train station design.

**Continued Public Hearing on the Proposed Rules and Regulations to Section 7.3 (Center Business District) of the Winchester Zoning Board**

Ms. Cregger opened the hearing at 6:18 p.m.

Mr. Szekely stated that work is being done on the design guidelines within the proposed rules and regulations. There was discussion on the design guidelines, PUD's, transitional zoning, housing and urban development.

There was a line-by-line discussion on the proposed rules and regulations for content and language. There was discussion on materials, design, inclusionary housing, setbacks and the special permit process. There was discussion on process. It was noted the document will be reviewed by attorney Arthur Kreiger.

Heather Von Mering of the Historical Commission reviewed her comments on the Historical Materials section. She reviewed an historical color palette and recessed windows. She reviewed her comments on content and language.

There was discussion on the Housing section. Mr. Szekely stated that he met with the Housing Partnership Board on the Housing section issues. There was discussion on the payment-in-lieu issue. It was noted that the town would prefer the affordable units rather than payment in lieu or off-site units. Mr. Szekely will set up a meeting with the Housing Partnership Board and Attorney Arthur Kreiger to review this issue. There was discussion on content and language of the Housing section.

Ms. Cregger closed the public hearing at 7:39 p.m.

Motion: Ms. Meister moved that the Planning Board continue the public hearing on the Proposed Rules and Regulations to section 7.3 (CBD) of the Winchester Zoning Board to the Planning Board meeting on July 26, 2016, at 8:00 p.m. Mr. Tseckares provided a second and all voted (4-0-1) (Ms. Welch was absent).

### **Elmwood Avenue Development Design Review**

Consultant Dennis Carlone distributed an outline. There was discussion on the street, building setback, other buildings in the area, trees, steps and a buffer. There was discussion on the requirements, including ADA requirements. There was discussion on design, snow storage, open space, height, parking and a transition area. Mr. Carlone will complete a document with the information discussed and distribute it to the Planning Board members for review.

### **Historical Commission Initiatives**

Members of the Historical Commission joined the Planning Board for discussion. There was discussion on the Community Preservation Act. The community could vote to increase taxes by 1%-3% and the state would match the funds raised by anywhere from 30% to 100%. The percentage matched changes yearly.

The funds can be used for affordable housing, outdoor recreational improvements, historical sites and conservation land. It was noted that the town is struggling to support these categories. The funds could be used to take care of historical buildings owned by the town.

The Historical Commission would like to present the proposal at Fall Town Meeting asking to have it put on the ballot for residents to vote on. It was noted that Town Meeting voted previously to put it on the ballot, but it was defeated in a town election. They would like the Planning Board to take it on as an initiative because the Historical Commission does not have as many resources as the Planning Board. There was discussion of the issue. It was noted that this initiative would need the support of several town agencies.

There would be a need to outline town projects in the pipeline that need to be funded in the next five years. There was discussion on an oversight committee. It was noted that a lot of communities have passed a Community Preservation Act. There is a need to stress that the state will match some of the funds raised.

There was discussion by the Planning Board members on taking on this initiative. There was discussion on the work that would be involved to put the initiative forward.

Motion: Ms. Meister moved that the Planning Board sponsor the Community Preservation Act proposal. Mr. Tseckares provided a second and all voted (4-0-1) (Ms. Welch was absent).

There was discussion about creating a Local Historic District and what defines these districts. There was a review of town owned historic buildings. There was discussion on an LHD review process proposal that would be put in front of Town Meeting. There would be an LHD committee. The town would receive funding from the state yearly if an LHD were created.

There is a need for funding for surveys of historic buildings. The Historical Commission does not have the time for the research, and they need to hire someone independent to do the review. They are looking at options to obtain the funding.

There was discussion on a modification to the current Demolition Delay bylaw. The current bylaw has ineffective preservation techniques. There was discussion on process. There was discussion on the definition of historic. The Massachusetts Historical Commission has a booklet on how to draft a demolition delay and the current town bylaw does not conform to the standards.

### **Forest Ridge 40B Development**

Mr. Szekely gave an overview of the development. He reviewed a PowerPoint map of the area. The proposal includes 296 units. There will be a BOS meeting with the applicants and the neighborhood on July 27, 2016. The Planning Board would like to submit input on the project and it will be put on the agenda to discuss.

### **Master Plan Phase II**

Mr. Szekely noted that the Planning Board has \$22,000.00 left for work on the Master Plan Phase II. It was noted that more funds may be needed. There is a need to hire a design/planning firm to complete the plan. There was discussion on how to obtain more funding, including an appropriation through Town Meeting. Mr. Szekely will look at funding options.

There was discussion on process for developing the Master Plan Phase II. There could be an independent steering committee that would report to the Planning Board.

### Approval of Meeting Minutes

The Planning Board reviewed the minutes of the following meetings:

March 15, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Ms. Welch provided a second and all voted (3-0-2) (Mr. Jerius abstained from the vote because he was not a member at the time of the meeting and Mr. Tseckares was absent).

March 22, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Ms. Welch provided a second and all voted (3-0-2) (Mr. Jerius abstained from the vote because he was not a member at the time of the meeting and Mr. Tseckares was absent),

March 31, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Ms. Welch provided a second and all voted (4-0-1) (Mr. Tseckares was absent).

April 12, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Mr. Jerius provided a second and all voted (4-0-1) (Mr. Tseckares was absent).

April 26, 2016

Motion: Ms. Meister moved that the Planning Board approve the minutes as amended. Mr. Jerius provided a second and all voted (4-0-1) (Mr. Tseckares was absent).

### ZBA Petitions

There was discussion about process and the content of letters from the Planning Board to the ZBA on opinions on ZBA petitions.

Petition #3775-6/8 Brookside Avenue

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

Motion: Mr. Jerius moved that the Planning Board recommend favorable action on the petition if the siding is changed from vinyl to a more appropriate traditional material that is more compatible with the neighborhood. Ms. Welch provided a second and all voted (3-0-2) (Ms. Meister and Mr. Tseckares were absent).

Petition #3776-95 Irving Street

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

Motion: Mr. Jerius moved that the Planning Board recommend unfavorable action on the petition due to the large structure being out of scale with the neighborhood and the lack of supporting material for the special permit application. Ms. Welch provided a second and all voted (3-0-2) (Ms. Meister and Mr. Tseckares were absent).

Petition #3777-35 Jefferson Road

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

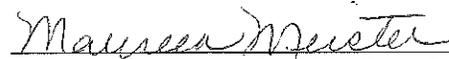
Motion: Mr. Jerius moved that the Planning Board recommend favorable action on the petition with the condition that a landscape plan is submitted showing that the project conforms to the green space and hardscape dimensional controls. Ms. Welch provided a second and all voted (3-0-2) (Ms. Meister and Mr. Tseckares were absent).

Petition #3778-6 Bates Road

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

Motion: Mr. Jerius moved that the Planning Board recommend unfavorable action on the petition due to the large structure being out of scale with the neighborhood and the lack of supporting material for the special permit application. Ms. Welch provided a second and all voted (3-0-2) (Ms. Meister and Mr. Tseckares were absent).

Motion: Ms. Welch moved that the Planning Board adjourn the meeting at 10:22 pm. Mr. Jerius provided a second and all voted in favor (3-0-2) (Ms. Meister and Mr. Tseckares were absent).

  
Maureen Meister, Planning Board  
Clerk

Recording Secretary: Liz Campbell