

TOWN OF WINCHESTER
Planning Board
Tuesday January 8, 2019, 7:30 p.m.–Select Board Meeting Room

Planning Board Members: Heather von Mering Vice-Chairman and Clerk, Maureen Meister, Elizabeth Cregger and Heather Hannon

Staff: Brian Szekely, Town Planner and Beth Rudolph, Town Engineer

Ms. von Mering as Acting Chairman opened the meeting at 7:37 p.m.

Abbey Road Subdivision

Mr. Szekely reviewed the previous discussions on the Abbey Road subdivision. A checklist of the outstanding items on the development was completed and given to the applicant. The applicant has completed the list.

The plans are dated December 20, 2018. The applicant will be entering into a development agreement with the town that has been signed off by the Select Board and authorized at Town Meeting. The applicant and Town Counsel have agreed on the Home Owners Association documents as of January 8, 2019.

There is a list of 9 conditions of the Planning Board and the Town Engineering Department. Mr. Szekely reviewed the conditions. Ms. Rudolph reviewed the Engineering Department's comments. There was discussion on the conditions with the Planning Board and the Town Engineer. The conditions were reviewed for content and language. Mr. Szekely reviewed the checklist of outstanding items and how they have been addressed by the applicant.

Applicant Craig Miller addressed the Planning Board questions, including trees, a Home Owners Association, easements and deed recording.

Motion: Ms. Meister moved that the Planning Board approve the definitive plan dated December 20, 2018, for the Abbey Road subdivision with the specified nine conditions. Ms. Cregger provided a second and all voted (4-0-1) (Mr. Jerius was absent).

FY20 Planning Board Budget

Ms. von Mering stated that she attended the Select Board meeting on January 7, 2019. The town has a \$5 million deficit. If the override does not pass, the school department budget and the government budget would each have to be cut by \$1 million. There was discussion on the budget.

The Planning Board needs \$75,000 for the Master Plan, so the Planning Board would have to use the rest of the FY19 and all of the FY20 professional services budget. The Planning Board is currently asking for \$45,000. The Planning Board could try to obtain grant funding. There was discussion on the funding the Planning Board needs to operate efficiently, but also meet the requests of the residents. There will be two versions of the budget, one with the override and one without.

Public Hearing Procedures

There was discussion on the draft public hearing procedures for content and language. There was discussion on time constraints for public input. Mr. Szekely will incorporate the comments into the draft. Mr. Szekely will be working on procedures for Town Meeting.

ZBA Petition #3874-2 Nassau Drive

Chris Duggan, who is the contractor for the owners, reviewed the plans. The existing structure will be demolished and a new home will be constructed. They need a variance for the lot size. It meets the setback requirements. There was discussion on the plans including trees, pavement, location of the driveway and garage, grading and materials.

Ms. Rudolph stated that there are issues with the test pits and the infiltration plan needs revisions.

Motion: Ms. Meister moved that the Planning Board recommend favorable action on petition #3874-2 Nassau Drive with the following conditions:

1. The siding, shutters and trim be made of composite materials.
2. The driveway be trumpet-shape to reduce paving.
3. Mature trees preserved or replaced to the maximum possible extent

Ms. Cregger provided a second and all voted (4-0-1) (Mr. Jerius was absent).

Spring 2019 Town Meeting Warrant Articles

The Planning Board needs to determine priorities and issues to work toward. There was discussion on the priorities. There was discussion on addressing by-right, special permit and rezoning. There was discussion on getting property owners involved and getting input to work with. There was discussion on the following:

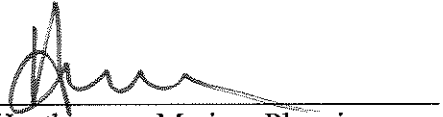
1. Revisiting the postponed zoning article relating to additions over a certain percentage.
2. Revising the zoning of GBD 1 and 2 on Main Street and applying the best features of the CBD zoning.
3. Completing the definition of Gross Floor Area.
4. Revising the definition of height to include number of floors and feet tall by right.

5. Revising the GBD zoning for the properties at Washington Street and Swanton Street to allow residential use.
6. Fine tuning the CBD zoning as it relates to the CBD Review Sub-Committee and possible dissolution of the committee.
7. Working with the Select Board on establishing a Housing Trust.
8. Moving the sign bylaw into the zoning bylaw.
9. Establishing tree ordinance rules on replacing mature trees on private property and triggers for review.

648-654 Main Street Proposal Letter to Applicant

There was discussion on the letter for the acceptance of the withdrawal of the plans with prejudice of the 648-654 Main Street proposal. The letter needs more design language regarding the project and the design guidelines that were not met. There was discussion on content and language. This is not a technical filing because the applicant withdrew. The letter will go to the Planning Board members for comments at the next meeting.

Motion: Ms. Meister moved to adjourn the meeting at 9:38 p.m. Ms. Cregger provided a second and all voted (4-0-1) (Mr. Jerius was absent).



Heather von Mering, Planning
Board Vice-Chairman and Clerk

Recording Secretary: Liz Campbell

