

**TOWN OF WINCHESTER**  
**Planning Board**  
**Tuesday January 22, 2019, 7:30 p.m.–Select Board Meeting Room**

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

Staff: Brian Szekely, Town Planner and Bryan Carignan, Assistant Town Engineer

Mr. Jerius opened the meeting at 7:36 p.m.

**Mass Affordable Housing Trust Informational Meeting**

There will be a meeting on a Mass Affordable Housing Trust on January 23, 2019, at 7:30 p.m. The presentation will include the means by which a town can put aside funding at town hall to fund affordable housing. There is legislation which allows towns to set up a trust.

**State of the Town Finances Information Meeting**

There will be a meeting on the state of the town finances on January 24, 2019, at the high school.

**654 Main Street Proposal**

The proposal for 654 Main Street was brought to the Planning Board. The Planning Board accepted a withdrawal of the plans with prejudice. The Planning Board is writing a letter on why they came to the acceptance and ideas for changes to the plans. There is a draft letter and a list of findings. There is no technical discussion required, but the Planning Board thought that they should give feedback on the issues. There was discussion on the feedback for content and language. Mr. Szekely will combine the two into one document.

**735 Main Street Proposal**

Based on feedback from the Town Engineer, the applicant of the 735 Main Street proposal hired Toole Design to do a traffic flow study. The town's Traffic Review Committee met and reviewed the study. Mr. Szekely reviewed their findings on PowerPoint. They believe the town Traffic Engineer should not allow the proposed traffic flow and recommend that the Select Board not proceed without further review. There is town property in front of the lot that is involved and an MWRA easement on the property.

There was discussion on the plans. There was discussion on the need for an urban design consultant and invoking MGL 53G. The Planning Board will write a letter to the Select Board regarding the impacts, including producing unneeded high-end units, impacting the gateway to the CBD, traffic flow, safety issues and that the structure is out of character and scale of the neighborhood. It was noted that the DRC has made similar comments.

The applicant offered an alternative design at a meeting with Mr. Szekely, Mr. Jerius and Ms. von Mering. It was noted that this meeting may be an issue with excluding other Planning Board members from review of the plans and is not good practice. There was discussion on the process of the Planning Board reviewing plans. It was noted a smaller meeting could expedite the process. A report should be sent out to the other Planning Board members after these types of meetings. It was included in the Town Planner's weekly updates.

Mr. Szekely will contact the applicant to come before the Planning Board. There was discussion on the town using the same traffic engineer, Toole Design, as the applicant for this project. Toole design should be told not to accept work for developers in the town if they also want to work with the town.

There can be no modification to the town-owned land without further study. There should be an urban design consultant for the design of the gateway to the CBD.

### **248 Cross Street Proposal**

There was discussion on the 248 Cross Street proposal. The applicant is looking for options for the site. The structure is an historic resource and should be preserved. The town should be trying to get developers to preserve historic buildings.

### **ZBA Petition #3875-105 Church Street**

The owner distributed a sketch of the plans. Mr. Szekely explained the petition. There was discussion on the petition. The owner Steve Meltzer answered the Planning Board questions. He will be using the same materials.

The DRC needs to review the changes to the plans prior to approval of the redesign and review the hardscape. There is a significant change and what is proposed does not meet the DRC comments.

Motion: Ms. von Mering moved that the Planning Board take no action on petition #3875-105 Church Street because a determination cannot be made and recommend that the applicant return to the DRC to discuss the plans further prior to the ZBA meeting. Ms. Hannon provided a second and all voted (3-0-2) (Ms. Jerius abstained from the vote and Ms. Cregger was absent).

### **ZBA Petition #3876-10 Leslie Road**

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

Motion: Ms. Meister moved that the Planning Board recommend favorable action on petition #3876-10 Leslie Road. Ms. von Mering provided a second and all voted (4-0-1) (Ms. Cregger was absent).

### **ANR-Forest Street**

Mr. Szekely explained the ANR for undeveloped forested land on Forest Street. There are Conservation Commission issues. There was discussion on the ANR. They have access and frontage.

Motion: Ms. von Mering moved that the Planning Board endorse the ANR-Forest Street. Ms. Meister provided a second and all voted (4-0-1) (Ms. Cregger was absent).

The present Planning Board members signed the ANR.

### **Zoning Cleanup Subcommittee**

There is a need for a subcommittee to go through the Zoning Bylaw and determine what parts are inconsistent and need to be changed. It was noted that Town Counsel was supposed to do this. This will be on the agenda after Spring 2019 Town Meeting.

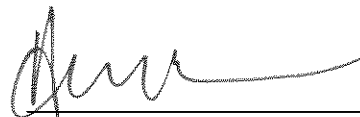
### **Spring 2019 Town Meeting Warrant Articles**

There was discussion on the Spring 2019 Town Meeting warrant articles. Zones GBD 2 and 3 need to be focused on. Certain aspects that are working in the CBD need to be brought to zones GBD 2 and 3. Work needs to be started on north Main Street. There was discussion on elevator shafts, inclusionary zoning, by-right projects, definition of GFA, garages, porches and trees.

### **Procedures for Public Hearings**

The Planning Board reviewed the January 14, 2019, draft procedures for public hearings for content and language. There was discussion on the procedures. Mr. Szekely will revise the draft with the comments.

Motion: Ms. Meister moved to adjourn the meeting at 10:05 p.m. Ms. von Mering provided a second and all voted (4-0-1) (Ms. Cregger was absent).



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Heather von Mering, Planning  
Board Vice-Chairman and Clerk

Recording Secretary: Liz Campbell

