



**Planning Board Meeting Minutes**  
**North Main Street Study Community Meeting**  
**Tuesday, March 2, 2021 at 7:00 pm – Zoom Meeting**

Members Present:	Heather von Mering (chair)	Diab Jerius (Vice Chair, Clerk)	
	Maureen Meister	Cheryl Wolfe	
	Heather Hannon		
Also Present:	Brian Szekely, Town Planner	Nancy Polcari, Recording Secretary	
	Bryan Manter, Asst. Town Engineer	WinCam	
	Josh Fiala, MAPC	Iolando Spinola, MAPC	
Others Attending:	Sally Dale	I Ching Scott	
	Ralph Poberto	Laura Hourihan	Richard Rohan
	Emerson Clauss IV	Susan Carney	Maureen Pimentel
	Sherry Winkelman	Lisa Core	Nathan & Jill Swilling
	Karen Caputo	Jerry Conway	Norman Doucette
	John Cortizas	John Suhrbier	Barbara Bouquegneau
	M. Bassett	Rebecca Slisz	Peter Lewandowski
	Richard Mucci	Kurt Miller	Russell Hulteen
	John Mariani	Jackson Davey	Steve Latzanakis
	Dana Elder	Hank Lin	Bruce Ringwall
	Steve Brykman	Jane O'Brien	Greg Suffredini
	Ruth Trimarchi	Al Wile	Vincenzo Siniscalco
	Catherine Bauer	John	Allen
	Kathy	Rebecca	Kevin

Josh Fiala, Principal Planner with the Metropolitan Area Planning Council (MAPC), opened the North Main Street Study Community Meeting of the Planning Board at 7:02 pm. He introduced the project and his team (Iolando Spinola). Chair von Mering introduced the Planning Board (PB) members.

Mr. Fiala noted the MAPC, at the request of the Town of Winchester, is conducting a study of the North Main Street corridor from the town center to the Woburn city line to define a vision for the area. The study will focus on recommendations to improve zoning, design guidelines, pedestrian and cyclist safety, physical infrastructure, economic development, and traffic. The goal is to give an opportunity to be involved and provide input. His presentation:

- Outlined the areas involved along North Main Street (General Business District (GBD) 2 and 3), defining commercial, residential, and mixed-use parcels.
- Defined for GBD2 and 3: number of parcels, average size, owner occupancy, number of buildings, type of land use.
- Identified building heights, floor area ratio (FAR = total building area divided by total property area) both existing and through current zoning.
- Identified historical properties, current parking, curbcuts, crosswalks, walking time, bicycle time.
- Reviewed existing Zoning bylaws: three regulations are by-right, Special Permit, and not permitted.

- Identified dimensional requirements: setbacks, FAR, height.

Mr. Fiala conducted several polls to obtain community feedback. Some are summarized as follows:

Poll 1: Who is in attendance today?

32% residents abutting the area; 16% residents of Town; 16% property owners along Main Street.

Poll 2: What is your vision for North Main Street?

- a. What is most important? 34% support small business; 22% variety of activities working together.
- b. How close are the current conditions? 66% not close.

Poll 3: What would you like to see on North Main Street?

More of: 79% mixed use, 58% small outdoor spaces, 55% restaurants, 26% retail stores.

Less of: 68% auto services, 21% multifamily, 16% personal services (i.e., nail/hair salons, etc.)

Poll 4: Should the setback change?

38% want larger setbacks; 35% smaller setbacks.

Poll 5: Should the building heights change?

57% want 2 to 3 stories; 22% want 3 to 4 stories.

Poll 6: Should the density change?

47% more than today; 19% same; 17% even more than allowed; 11% less than today.

Poll 7: Should affordable housing be required?

42% said 15% of all new units; 22% said 10% of all new units; 22% said should not be required.

Poll 8: What is appropriate for parking?

25% said need more than today; 25% said need less than today; 25% said need same as today.

Mr. Fiala concluded the Community Meeting at 8:30 pm. Noted the next meeting will be at the end of April/beginning of May.

Mr. Szekely noted that the PB meeting would continue their agenda next (in separate Zoom meeting).

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Diab Jerius, Clerk

Nancy Polcari, Recording Secretary



**Planning Board Meeting Minutes**  
**Tuesday, March 2, 2021 at 8:30 pm – Zoom Meeting**

Members Present:	Heather von Mering (chair) Maureen Meister Heather Hannon	Diab Jerius (Vice Chair, Clerk) Cheryl Wolfe
Also Present:	Brian Szekely, Town Planner Bryan Manter, Asst. Town Engineer	Nancy Polcari, Recording Secretary WinCam
Others Attending:	Sally Dale Chris Hong Emerson Clauss IV Sherry Winkelman Ann Sera John Cortizas Keri Murray Sally DeGan Dana Elder Colleen Soden	I-Ching Scott Steve Meinelt Christina Nissen Lisa Core Jerry Conway Ken Cram Kurt Miller Jackson Davey Hank Lin Alexs Mark Lewis Richard Rohan Larry Murray Patrick Sansonetti Norman Doucette Jeff & Kristen Bray Russell Hulteen Cindy & Mike Micafe Bruce Ringwall Alison

A quorum being in attendance, Chair von Mering calls the second half of the Winchester Planning Board (PB) meeting to order at 8:34 pm, noting that the meeting is being video recorded via WinCam. (The first half was the North Main Street Study Community Meeting.)

**1. ZBA Petition No. 3919 – 972 Main Street:**

Chair von Mering: Previously recommended unfavorable action; ZBA has asked us to reconsider based on the revised design changes.

Mr. Kurt Miller, 76 Washington Street, Charlestown: provided a brief presentation of the updated design. Using the existing Meineke Car Care site, this is a 14-unit residential project consisting of 12 studio or one-bedroom units, and 2 two-bedroom units. One unit will be ADA compliant, and one will be affordable. The targeted buyers are people downsizing and younger/first-time buyers. The documents show the revisions to the exterior and site but are very preliminary just to elicit feedback and conversation. Vehicle entrance would be from Glenwood. The outside consists of a gable roof with dormers; the lower section is faced with brick with hard pine clapboard above. The project includes a hydraulic lift eliminating the need for mechanical equipment on the roof.

Mr. Manter: Noted that Engineering has not received any response yet on their November comments regarding this project.

**PB Discussion:**

- The elevations should include the context of the abutters.
- The subdivision on the adjacent property will have single-family homes. Some of the homes on Glenwood have historical merit.
- The retaining wall is a concern: very tall; what is the material; design should respect the natural slope of the property; what is the impact to the abutters.
- The front needs work: the side lights flanking the front entrance door do not reflect the character of the façade; the planes on the front do not align.

- The landscaping plan needs reworking; recommend creating an amenity with the landscape in front and in the rear.
- Does this meet the requirements for the number of stories? Need the calculation that includes the mean-grade.
- Concern with the livability of the first-floor units being so close to Main Street; occupants will have no privacy and no view; avoid units where pedestrians can look in their windows.
- The bones of the design are good; big improvement over previous design. Need to add design features.
- Recommend a MGL Chapter 44-53G review by a design consultant.

Ms. Meister moved to encourage further iterations for Petition No. 3919 for 972 Main Street with the following conditions:

1. Respond to Engineering's concerns noted in the November correspondence (15 items).
2. Consider the abutters and the impact of this design, especially regarding the retaining wall.
3. Revise the landscape design to incorporate amenities in the front and rear.
4. Address the livability of the first-floor units.
5. Respond to the number of stories in question.
6. Address the design elements; contract with a design consultant as noted under MGL Chapter 44, Section 53G.

Mr. Jerius second the Motion. Vote: Hannon, Jerius, Meister, Wolfe, von Mering in favor. Motion passes 5-0-0.

### **2. ZBA Petition No. 3930 – 9-11 Webster Lane:**

Mr. Szekely: The applicant seeks a Site Plan Review to construct an addition to an existing two-family home that includes a garage.

Mr. Manter: Noted Engineering had a few clarifications.

PB Discussion:

- Prefer a detached garage.
- The design does not reflect the historical character of the home, especially the roof.

Ms. Meister moved to recommend unfavorable action for Petition No. 3930 noting the design does not support the historical character. Chair von Mering requested applicant comments.

Ms. DeGan, architect: The owner is receptive to either detaching the garage and/or changing the character to align with the design of the house.

Ms. Meister revised her motion to recommend favorable action with the understanding the redesign is sympathetic to the Victorian architecture of the house. Mr. Jerius second the Motion.

Ms. DeGan: She requested to redesign and resubmit prior to the ZBA meeting on March 18<sup>th</sup>.

Ms. Meister withdrew her motion. PB will review at next meeting the redesign.

### **3. ZBA Petition No. 3931 – 16 Niles Lane:**

Mr. Szekely: The Historical Commission (HC) lifted the demolition delay. The applicant is seeking a Special Permit to demolish a pre-existing non-conforming home (due to frontage) on a lot that does not meet the lot frontage requirement and to construct a new home that will meet all setback requirements. The petition also requests Site Plan Review since the total floor area exceeds 5,000 square feet and the slope changes over 6% of the existing grade.

Mr. Manter: This has been thoroughly vetted through the Conservation Commission; two issues are pending regarding sewer connection and storm water.

PB Discussion:

- Concern with the lifting of the demolition delay and the demolishing of a historical home.
- Concern with the removal of existing trees and replacing with smaller trees.

Mr. Larry Murray, 165 Washington Street: legal counsel for the applicant. The HC voted unanimous for this project and has taken great pains to carefully address this project. They lifted the delay on their own based on the current design.

Mr. Bruce Ringwall, with Goldsmith, Prest & Ringwall Inc.: identified the design team working with the HC and CC; tried to keep the existing structure but the small rooms, pattern and flow did not work. The current house is not visible from the street or the lake. He reviewed the plans for the proposed house. Single story on the wings and second story in center section. The site has five 30-foot old crab apple trees located in the flood plain zone; with the CC review and approval, those trees are replaced with ten smaller trees. The two Engineering issues are also resolved. The sewer easement extends across the adjacent property. They ran a camera through the line; they will replace the sewer manhole, cleaning the first section of line; and if needed, replace it. This design also reduces the area of impervious surfaces, reducing storm runoff. Also, it includes a water infiltration system. Storm chambers are provided for roof water. And for the 50-year storm, this drainage system has a pop-up emitter located in the center of the patio. The trees and planting are approved with CC. The design for the house and landscape also considered the various viewpoints from adjacent properties and vantage points.

Chair von Mering: The existing house meets the definition of historical resource; in the Zoning Bylaw for Site Plan Criteria, Section 9.5.7, #2 "Minimize any adverse effect on any historical resource" and for Special Permit Criteria, Section 9.4.2, #8 "Impacts on historical resources as defined in Section 10." Your project impacts an historical resource, leaving no room to negotiate out of this situation.

Ms. Meister moved to recommend unfavorable action to Petition No. 3931 for 16 Niles Lane for the Special Permit and the Site Plan Review due to the adverse impact on a historical resource. Mr. Jerius second the Motion. Vote: Hannon, Jerius, Meister, von Mering in favor. Motion passes 4-0-0 with Wolfe absent.

#### **4. Approval Not Required (ANR) for 35 Taft Drive and 57 Swan Road:**

Mr. Szekely: There are no issues with these two requests from Planning or Engineering.

Mr. Jerius moved to endorse the ANR for 35 Taft Drive and 57 Swan Road and authorize the Town Clerk to sign the corresponding documents. Ms. Hannon second the Motion. Vote: Hannon, Jerius, von Mering in favor. Motion passes 3-0-0, with Meister and Wolfe absent.

#### **5. Remaining Agenda Items:**

Due to not having a quorum and the late hour, the remaining three agenda items were moved to the PB meeting on March 9<sup>th</sup> at 7:30 pm (247 Swanton Street, 152 Swanton Street and Lot 2 Abby Road).

Mr. Jerius moved to adjourn the PB meeting. Ms. Hannon second the Motion. Vote: Hannon, Jerius, von Mering in favor. Motion passes 3-0-0, with Meister and Wolfe absent. Meeting adjourned at 10:21 pm.

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Diab Jerius, Clerk

Nancy Polcari, Recording Secretary