



## Planning Board Meeting Minutes Tuesday, March 29, 2022, at 7:00 pm – Zoom Meeting

Members Present: Diab Jerius, Chair  
I-Ching Scott  
Nicholas Rossettos

Also Present: Brian Szekely, Town Planner  
WinCam

Others Attending: Richard Leaf  
Michael Wang  
Josh Fiala

Sally Dale, Vice Chair/Clerk  
Kurt Spring

Bryan Manter, Asst. Town Engineer  
Nancy Polcari, Recording Secretary

Fu Li  
John Rufo  
Anthony Pioli

Haosheng Zhang  
David Gamble

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 7:03 pm, noting that the meeting is being video recorded via WinCam and Zoom. Roll call of PB members: Dale, Scott, Spring, Rossettos, Jerius in attendance.

### 1. Updates:

- a. Mr. Szekely: There is a MBTA Zoning Change that went into effect January 2021 requiring specific communities to comply. We are working to get a public informational session scheduled with the public and Select Board to present the potential impacts to Winchester. If a community does not fulfill the requirements, they will not be eligible for MassWorks grants and state Housing Choice grants.
- b. Mr. Szekely: The MBTA will be starting construction of the Winchester Center station. The Laraway and Waterfield parking lots will be closed soon.
- c. Chair Jerius: There is a meeting with the Finance Committee this Thursday to discuss the PB budget. The monies left from preparing the Master Plan are not available to use for something else; they need to be returned to the general fund. However, the PB's consultant services budget was increased to \$45K.

### 2. Meeting Minutes, March 1, 2022:

Chair Jerius: The executive session minutes will be reviewed during a future executive session.  
PB discussion: Several edits proposed and agreed on for the regular session meeting minutes.

Mr. Spring moved to approve the PB Meeting Minutes of March 1, 2022, as amended. Ms. Scott second the Motion. Vote: Dale, Scott, Spring, Jerius in favor. Rossettos abstains. Motion passes 4-0-1.

### 3. Goals, Liaisons, Representatives:

Chair Jerius: Presented the list of committees and boards with PB involvement, discussing each and the PB's specific role as liaison or representative.

PB Discussion:

- Offered strategies to stay informed: attend meetings, review meeting minutes, contact the chair.
- A few were missing from the list: Disability Access, Accessory Dwelling Units Working Group.
- PB members identified their specific preferences.
- Open slots were discussed.
- Mr. Szekely recorded the final specific assignments on the list.

Chair Jerius: Requested the PB to identify goals to accomplish over the next year; plan to prioritize them at the next meeting.

PB Discussion:

- Have the North Main Street zoning bylaws ready for spring 2023.
- Have Waterfield Project begin the preapplication process.
- Advance a Tree Canopy Bylaw targeting Spring 2023.
- Advance the Accessory Dwelling Unit Bylaw targeting Spring 2023.
- Have definitions ready for Fall Town Meeting 2022.
- Establish the joint meeting scheduling with other boards with common concerns.
- Complete the Holton Street Visioning Phase 1.
- Develop a better process to expedite permits where we are not the Special Permit Granting Authority, such as in the case of ZBA permits.
- Develop a better method of project management/tracking/prioritization.
- Develop an Action Plan to comply with the MBTA Multi-family zoning change.
- Improve communication through Website activity/outreach.
- Establish the Master Plan Implementation Committee.
- Develop a PB Handbook, including Policies and Procedures.

#### **4. North Main Street (NMS) Consultant Interviews:**

- a. Form and Place: Michael Wang, Principal and architect/urban planner, with architect John Rufo, made a presentation including screen images, summarizing their professional background, discussing in detail three of their past projects that correlate with scope of the NMS project. They noted their review of the current NMS report and findings and their visit of the area. They then outlined their proposed plan to continue the process (also provided in their letter of February 19, 2022, included in the agenda packet).

PB Questions and Form and Place Responses:

- How would you address some of the inequities of the past? Answer: Come with humility and listen.
- Our goal is to get specific zoning changes and property rezoning language. How do you get ideal use of property for when it is privately owned? Answer: Incentivize zoning.
- North Main Street is adjacent to residential neighborhoods. How handle the urban interfacing with residential? Answer: The examples they showed are more urban. But they have had experience successfully knitting the different worlds together. There are no “backs” to these projects.

- b. Gamble and Associates: David Gamble, Principal and architect/urban planner, discussed the firm’s background and experience, strategies for redevelopment, and proposed plan for the NMS project (also provided in their letter of February 22, 2022, included in the agenda packet).

PB Questions and Mr. Gamble’s Responses:

- How does the transformation work? Answer: It will happen over time. Guidelines help. Vision needs to be inspirational, to encourage property owners.
- How do you get property owners to “buy-in”? Answer: By designing a process of engagement.
- Have you worked on any similar projects? Answer: Yes, in Stamford, CT. Different economic situation but similar to developing a corridor.

- This has been a site of redlining and historic divestment. How do you work toward restorative justice? Answer: Find modes of public connection and means of engagement.
- The NMS corridor has many small parcels adverse to change. What is the journey to consensus? Answer: Looking at the corridor as a vision over time. Having the balance of scale, techniques, educating the public of what good design is. This is an interactive process.
- What in this area are the largest obstacles? Answer: The right of way and site aggregation.

c. MAPC (Metropolitan Area Planning Council): Josh Fiala provided professional background, noting they are very familiar with the NMS corridor since they provided the first phase of this project. He discussed their proposed plans for this next phase, strategies, and goals (also provided in their letter of January 18, 2022, included in the agenda packet).

PB Questions and Mr. Fiala’s Responses:

- How would you get to the next level of engagement and how would you deal with those resisting change? Answer: Engagement needs to be in person and asking open-ended questions. Would start with the report conclusions and work toward consensus, identifying the “hot buttons”.
- What is the process from passing the bylaw? Answer: You cannot assume Town Meeting will adopt zoning bylaw changes. Need a process to get a warrant to Town Meeting. After adopting new zoning, the timing varies. Need to find a balance point between the communities vision and a feasible investment/solution.

#### 5. **ZBA Permit Petition No. 3956 – 334 Cross Street:**

Mr. Szekely: The Petitioners are seeking Site Plan Review under Section 9.5.1 (6) of the Winchester Zoning Bylaw so as to be permitted to construct an addition where the total floor area of the single-family dwelling will be greater than 3,600 square feet. The property is located in the RG (General Residence) zoning district and contains 10,691 +/- square feet. The Historic Commission (HC) found no adverse impact to a historic resource. The Design Review Committee (DRC) recommended favorable action with two conditions:

- Expand the front porch beyond the first window to the right of the front door to balance the proposed addition.
- Replace the proposed picture window with three windows of equal size at the back of the proposed addition.

He also recommended favorable action.

Mr. Manter: Noted that there is no increase in impervious surfaces.

PB Discussion: The PB agreed with the finding of the HC and DRC with the two conditions. A third condition was added: that the downspout on the front right corner of the house be maintained in its existing location and position.

Mr. Rosettos moved to endorse the Site Plan for 334 Cross Street with the three noted conditions. Ms. Dale second the Motion. Vote: Dale, Rosettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

#### 6. **ZBA Permit Petition No. 3957 – 59 Holland Street:**

Mr. Szekely: The Petitioners are seeking a Special Permit under Section 3.3.5 of the Winchester Zoning Bylaw in accordance with Chapter 40A, Section 9 of the Massachusetts General Laws so as to be permitted to construct an addition that is closer to the front property line than permitted as of right.

The property is located in the RG (General Residence) zoning district and contain 7,595 +/- square feet. The Historic Commission (HC) found no adverse impact to a historic resource. The Design Review Committee (DRC) recommended favorable action with four conditions:

- Install down lights in the porch ceiling.
- Install sconces or hanging lights at the sides of the front door.
- To conform with the 1880 date of the house, ensure an Arts & Crafts look to the new porch.
- Shorten the gable over the front door to make a bigger window above the gable.

He also recommended favorable action.

Mr. Manter: Noted that a drainage review is not required.

PB Discussion: agreed with the DRC's conditions and noted that the design for the new front porch is a vast improvement over the existing vestibule.

Ms. Scott moved to recommend favorable action for Special Permit for 59 Holland Street with the four conditions identified by the DRC. Mr. Spring second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

#### **7. North Main Street Consultants continued:**

Chair Jerius: With the three presentations, what are the PB thoughts?

PB Discussion:

- All three presented good information.
- MAPC had done the initial study very well making them the most informed on the project.
- Gamble provided more general information.
- Form and Place had the most detailed presentation; well prepared in that they studied the report, visited the site, provided specific projects they had done related to the NMS project; they had a wholistic view; very enthusiastic about working on the project.

Conclusion: All PB members voted to have Form and Place provide the consulting services for the NMS Project.

#### **8. Adjourn:**

Mr. Spring moved to adjourn the PB meeting. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0. Meeting adjourned at 9:50 pm.

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Sally Dale, Clerk

Nancy Polcari, Recording Secretary