



Planning Board Meeting Minutes Tuesday, June 20, 2023, at 7:15 pm – Remote Participation

Members Present: Diab Jerius, Chair
I-Ching Scott
Keri Layton
Sally Dale, Vice Chair/Clerk
Nicholas Rossettos

Also Present: Matt Shuman, Town Engineer
WinCam
Nancy Polcari, Recording Secretary

Others Attending: Richard Rohan
Michael Wang
John Suhrbier
John Rufo
Hank Lin

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 7:19 pm noting that the meeting is being recorded via WinCam and Zoom. Roll call of PB members: Rossettos, Scott, Dale, Jerius in attendance.

1. Updates – Chair Jerius (unless otherwise noted):

- a. Welcome to the new Town Engineer, Matt Shuman.
- b. Working with two firms for public outreach; will discuss later in this meeting. One is with Raegan McCain with Got Your Nose, doing graphic design and the other is with Emily Innes who is developing a sustainable campaign program.
- c. The MBTA 3A consultants are working on a minimally compliant zoning plan; met with Ms. Dale and Beverly Mesa-Zendt to review the zoning maps; meeting included Ms. Dale, Mr. Suhrbier, and Michael Wang from Form + Place. The final technical report (detailed map and minimally compliant zoning plan) is expected the end of next week. The consultants, whose contract is with the State, has to submit the minimally compliant zoning plan to the State. Two areas that will be less developed than the PB wants are Design Review and Affordable Housing. The PB can make changes to these after the plan is completed.
- d. Civico is close to submitting their documents to the PB for the Waterfield Lot Development Project.
- e. Ms. Scott: Met with the Housing Partnership Board; noted the Waterfield project continues to work with the MBTA regarding the piece of land. Also noted that the Select Board is giving the developer of the Washington/Swanton Streets project more time for due diligence.
- f. Ms. Scott: Noted she had committed to talking with the legislative representatives and working on securing grants; will address this week.

2. Approval of Meeting Minutes:

a. Meeting Minutes for May 23, 2023:

Chair Jerius requested comments.

Several edits identified, discussed, and approved.

Ms. Scott to approve the PB Meeting Minutes of May 23, 2023, as amended. Ms. Dale second the Motion. Vote: Dale, Rossettos, Scott, Jerius in favor. Motion passes 4-0-0, with Layton absent.

b. Meeting Minutes for June 06, 2023:

Chair Jerius requested comments.

Several edits identified, discussed and approved.

Ms. Dale to approve the PB Meeting Minutes of June 06, 2023, as amended. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Jerius in favor. Motion passes 4-0-0, with Layton absent.

c. Meeting Minutes for June 13, 2023:

Chair Jerius requested comments.

Several edits identified, discussed, and approved.

Ms. Scott to approve the PB Meeting Minutes of June 13, 2023, as amended. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Jerius in favor. Motion passes 4-0-0, with Layton absent.

3. Form + Place North Main Street Presentation:

Chair Jerius: Introduced Michael Wang and John Rufo of Form + Place.

Mr. Wang: Making a presentation on the North Main Street Corridor. Outline of presentation:

- Winchester 2030 Framework
- Planning Board Goals
- Relationship with the MBTA
- Analysis and Test Fits
- Development Incentives
- Zoning in GBD 2 and CBD
- Integrating Design Guidelines

Note: Ms. Layton arrived at 8:15 pm.

Brief Summary of Discussion:

- Challenge to balance cars, pedestrians, bicycles. If add green space (“pocket parks”), have to give up something else.
- MBTA 3A requires a diversity of units.
- Parking is a challenge; those developments with fewer spaces will attract a different demographic than those providing more spaces.
- Reference made to last meeting’s application on Main Street regarding a multi-housing project; the applicant is seeking a waiver on parking; he proposed providing Charlie cards and a zip car.
- Does Winchester have a shuttle bus? There is no shuttle bus. Two public buses serve the area (Main Street and Cambridge Street).
- Request to identify what Form + Place needs from the PB to proceed to next step.

4. Master Plan Implementation Committee (MPIC):

Chair Jerius: Introduced Richard Rohan, member of the MPIC.

Mr. Rohan: Start a dialogue about the MPIC, specifically developing a work plan. Need more members to help implement the Master Plan. Currently have one other volunteer and a youth volunteer.

PB Discussion:

- PB needs to continue to be involved to keep the process going.
- Chair will organize the next MPIC meeting; schedule in July.
- Suggestion to have 2 other PB members form a working group to coordinate with Mr. Rohan to establish a plan to recruit volunteers; Ms. Scott and Ms. Layton volunteered.
- Suggestion to ask Emily Innes to include MPIC in her outreach plans.
- Include this need in the Town Manager’s weekly updates.
- Include the MPIC on the Town’s webpage; develop a separate MPIC website.

5. Public Outreach:

Chair Jerius: Emily Innes with Innes Associates has provided a scope and fee. She identified 3 tasks:

- to review the Communications Study Committee's Report to Fall 2022 Town Meeting and identify communication channels and strategies.
- to meet with the PB to discuss options for a volunteer-based outreach strategy to be coordinated with Town staff, PB members and MPIC members.
- to provide an initial report and outline for a broad approach and strategy for public engagement.

The graphic designer, Raegan McCain with Got Your Nose Design, will develop our banner and other materials.

6. Adjourn:

Ms. Scott moved to adjourn the PB meeting of June 20, 2023. Mr. Rossettos second the Motion.

Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0. The meeting adjourned at 9:51 pm.

Sally Dale, Clerk

Nancy Polcari, Recording Secretary