



## Planning Board Meeting Minutes Tuesday, August 09, 2022, at 7:00 pm – Remote Participation

Members Present:	Diab Jerius, Chair I-Ching Scott Kurt Spring	Sally Dale, Vice Chair/Clerk Nicholas Rossettos
Also Present:	Brian Szekely, Town Planner Bryan Manter, Assistant Town Engineer	Nancy Polcari, Recording Secretary WinCam
Others Attending:	Richard Leaf Doug Murphy Fulton Harley	Richard Rohan Alex Murphy Diego Bellalta Annemarie Colt Allison Kangas de Ballalta

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 7:00 pm, noting that the meeting is being recorded via zoom and WinCam. Roll call of PB members: Dale, Rossettos, Scott, Spring, Jerius in attendance.

### 1. Updates

#### a. Mr. Szekely:

- He had a meeting with Massachusetts Area Planning Council (MAPC), specifically the coordinator for our subdivision (North Suburban Planning Council), Alex Koppelman who will soon be leaving for an extended family leave. He met the interim representative taking Mr. Koppelman's place. He also asked about the status for issuing the MBTA zoning final guidelines. Mr. Koppelman noted he does not expect a decision until late fall or even later.
- The RFP for the Washington/Swanton Streets project has closed, and one proposal was submitted. The company is Melanson Development Group. Bryan Melanson will be interviewed by the Select Board this Monday, August 15<sup>th</sup>. (Ms. Dale noted that their proposal is available for review on the Town's website, on the Select Board page.)
- The meeting on North Main Street study with Form + Place had been postponed. He has received their scope and will be sending to the PB for review.
- The Holton/Cross/Swanton Streets project will be reviewed with MAPC regarding their scope and schedule.

#### b. Chair Jerius:

- For the Holton/Cross/Swanton project, Mr. Faila is reviewing how to further reach out to the neighborhood to get more input.
- The Select Board has identified a tentative list of articles for the Fall Town Meeting, one being the Accessory Dwelling Unit (ADU) article. With the ADU working group, the PB will need to determine the scheduling of this warrant. Mr. Bettencourt was the proponent of this warrant.

### 2. Planning Board Meeting Minutes

#### a. Meeting Minutes for June 28, 2022:

PB Discussion: several edits and clarifications identified.

Ms. Dale moved to approve the PB Meeting Minutes of June 28, 2022, as amended. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

#### b. Meeting Minutes for July 12, 2022:

PB Discussion: several edits and clarifications identified.

Ms. Scott moved to approve the PB Meeting Minutes of July 12, 2022, as amended. Ms. Dale second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

**c. Meeting Minutes for July 19, 2022:**

PB Discussion: several edits and clarifications identified.

Ms. Scott moved to approve the PB Meeting Minutes of July 19, 2022, as amended. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Jerius in favor; Spring abstain. Motion passes 4-0-1.

**3. ZBA Petitions**

**a. Petition No. 3972 for 11 Mystic Avenue:**

Chair Jerius: Noted that Ms. Scott recused herself (and left the meeting), and that the Petition No. 3973 for 15 Tufts Road has been withdrawn.

Mr. Szekely: Th Mystic Avenue petition involves the enclosure of a patio. After reviewing the plans, he sees no adverse impact on the neighborhood and recommends favorable action.

Mr. Manter: There is a net increase of 176 SF and thus below the threshold for a storm water management system. Even though the applicant is not required to address storm water runoff, they are planning to include a system.

Discussion:

- This is for a Special Permit to construct an addition that will be located closer to another building than permitted as of right.
- Concurs with the Design Review Committee (DRC) comments that the pitch of the roof is not elegant.
- The south and west elevations are missed opportunities to maintain the double-L design.
- Concerns about massing in the back; however, there is no neighbor on that side.

Mr. Spring moved to endorse and recommend favorable action for the Special Permit for 11 Mystic Avenue. Ms. Dale second the Motion.

Ms. Dale requested to amend the Motion to include the DRC's comment about the roof pitch.

Allison and Diego Bellalta (the applicants): Noted that they will be taking into consideration all of the DRC's and PB's comments and where possible, they will make changes.

Ms. Dale withdrew her amendment request.

Vote: Dale, Spring, Rossettos, Jerius in favor. Motion passes 4-0-0, with Scott recused.

**b. Petition No. 3974 for 26 Johnson Road:**

(Ms. Scott returned to the meeting).

Chair Jerius: This involves a request for a Special Permit at 26 Johnson Road so as to be permitted to construct an addition that will be located closer to the side property line than permitted as of right.

Mr. Szekely: After reviewing the plans, he sees no adverse impact on the neighborhood and recommends favorable action.

Mr. Manter: There is a net increase of 271 SF and thus below the threshold for a storm water management system.

Discussion:

- Great improvement.

Ms. Dale moved to recommend favorable action for the Special Permit for 26 Johnson Road. Mr. Rossettos second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

**c. Petition No. 3975 for 34 Oneida Road:**

Chair Jerius: This involves a request for a Special Permit at 34 Oneida Road so as to be permitted to construct an addition that will be located closer to the side property line than permitted as of right.

Mr. Szekely: The applicant is replacing the back deck. After reviewing the plans, he sees no adverse impact on the neighborhood and recommends favorable action.

Mr. Manter: There is a net increase of 288 SF and thus below the threshold for a storm water management system.

Discussion:

- Clarification made regarding the deck location and visual impacts.

Mr. Spring moved to recommend favorable action for the Special Permit for 34 Oneida Road. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0.

#### **4. Site Plan Review Waiver Discussion:**

Chair Jerius: Noted that at a previous meeting, several PB members favored Ms. Scott's FAR proposal.

Mr. Szekely: Referenced his memorandum dated August 8, 2022, regarding the Site Plan Review (SPR) Waiver, that included four options. He noted that the PB needs to determine how they want to proceed but not finalize the details this evening.

Chair Jerius: Noted that the June 28<sup>th</sup> meeting minutes includes the last discussion which is included as the fourth option in today's memo.

Discussion:

- Suggestion to support Option 3 that eliminates the waiver.
- The process costs the applicants time and money, but the outcome is better; the applicant receives input from several groups.
- Suggestion to support Option 4 that restricts the waiver, making it a Minor SPR that would require fewer drawings and details.
- Want to support a process that make people talk with each other; not in favor of having the Zoning Enforcement Officer (ZEO) make all the decisions. Option 4 does require conversation with the various groups.
- Ms. Scott's FAR suggestion could be a criteria used to determine if Option 4 applied.
- The current ZBA process puts a 2 to 6 week delay in the homeowner's project. For small projects, this delay is costly.
- What would not be included as required submittals in Option 4? Could delay drainage requirements. Would have to review all the documents the ZBA requires and then determine which ones could be omitted for a minor process.
- Don't need to determine the criteria and provisions that would allow for a Minor SPR during this meeting.

Mr. Leaf: Appreciated the discussion and noted that drainage requirements for small projects are onerous. Suggested making the drainage submittals a condition of the SPR approval.

Concluding Discussion:

- Consensus in selecting Option 4 to replace the waiver.
- Suggestion to work through the submission requirements for a full SPR and then determine what should be included for a minor SPR.
- Questioned postponing the storm water drainage management in both the full SPR and a minor SPR.
- Mr. Manter: Engineering reviews other site items in addition to the drainage such as driveway openings, curb cuts, etc. The drainage gets reviewed in the permitting process. For large projects,

the drainage management system can impact other issues like easements, which would need to be addressed during the SPR process.

- Goal is to reduce the requirements but also need to determine the criteria used to prompt the minor review.
- Once the list and criteria for minor SPR is drafted, recommend testing it with “cases” like a duplex, multi-family building, etc. Also include legal counsel review.

Mr. Szekely: Questioned that if this work could not be completed for the Fall Town Meeting, does the PB want to eliminate the current waiver at the Fall Town Meeting?

Chair Jerius: Responded saying to leave the current zoning and waiver alone until the PB is ready with the Minor SPR.

## 5. Trees Working Group Presentation:

Mr. Szekely: The Trees Working Group (TWG) consists of the PB, the Conservation Commission (CC) and the Climate Action Advisory Committee (CAAC). There are three focus points: education of homeowners, landscapers, and others; research how to preserve the existing canopy; and legislation. The goal is to preserve and enhance our canopy. The group has been meeting for about one year and have had held a few events, like a table at the Farmers Market. About 60 people have indicated interest in preserving trees.

Discussion and comments:

- There is a summer intern working with the TWG.
- Chair Jerius, David Miller from the CC and Ruth Trimarchi from the CAAC are attending the Select Board this Monday, August 15<sup>th</sup> to make a presentation on the TWG.
- Chair Jerius will make the presentation on Monday and today is a dry run.
- The TWG wants to communicate with the SB the issues and potential future impacts to the Town.

Brief summary of the presentation titled Winchester’s Urban Forest – Preserve and Enhance:

- Identified the members and the reasons for forming the TWG
- Outlined the benefits of trees (their value)
- Summarized the current status of trees in Winchester, including private and public trees
- Listed the concerns of the TWG regarding the current status
- Outlined the vision for Winchester
- Summarized the goals of the TWG
- Listed key activities to date
- Provided conclusions

Discussion: comments were supportive of the contents of the presentation.

## 6. Adjourn:

Mr. Rossettos moved to adjourn the PB meeting of August 09, 2022. Mr. Spring second the Motion. Vote: Dale, Rossettos, Scott, Spring, Jerius in favor. Motion passes 5-0-0. Meeting adjourned at 9:26 pm.

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Sally Dale, Clerk

Nancy Polcari, Recording Secretary