DEPT./BOARD: ZBRC

DATE: Wednesday January 8, 2020

TIME: 6:00 PM

PLACE: Town Hall Annex Meeting Room B

AGENDA

1. Public Participation

2. Approval of Minutes: 12-11-19

3. Zoning Bylaw Amendments – January Town Meeting
   a. Amend ZBL Dimensional Requirements of the IH Zoning District
      Planning Department - Applicant

4. Zoning Bylaw Amendments – May Town Meeting
   a. Amend ZBL Sections II, IV, V, VII and Rezoning 1-3 Ray Avenue
      Escadrille Reality - Applicant

5. Zoning Bylaw Review and Prioritization
   a. Housing/ Short Term Rental subcommittee report and discussion
   b. Definitions – subcommittee assignment and direction
   c. Signage – subcommittee assignment and direction

6. Version Control update and Zoning Amendment submittal policy discussion (ZBRC Style Guide)

7. Adjournment
Call the Meeting to Order

Chair Shari Ellis called the January 8, 2020 Zoning Bylaw Review Committee to order at 6:00 PM in the Town Hall Annex Basement, Room B, 25 Center Street.

Voting Members Present: Cathy Beyer, Shari Ellis, Betsey Hughes, Michael Murray, Edward Parsons, Michelle Prendergast, Gregory Ryan, Sally Willard

Voting Members Absent: Tamara Maniscalco

Non-Voting Members Present: Ernest Covino, Andrew Ungerson

Non-Voting Members Absent:

Also Present: Monte Pearson, LUC Chair and TMM Precinct 3

1. Public Participation

none

2. Approval of Minutes: 12-11-19

- Minutes reviewed and approved with small changes

Motion: approve minutes of December 11, 2019 ZBRC meeting

Approved: (8-0-0)

3. Zoning Bylaw Amendments – January Town Meeting

a. Amend ZBL Dimensional Requirements of the IH Zoning District

- Planning Department – Applicant

  - Revised Article 2 was viewed. Latest version includes ZBRC edits which were delivered to the Planning Board on December 18th by ZBRC members Ellis and Parsons.
  
  - The Article has been approved by the Planning Board at their most recent meeting.
  
  - Maps were reviewed and the proposed setbacks were considered.
  
  - Mr. Pearson asked if the proposed footnote 12 to table 5.2.0 (proposed) impacted the right to build parking structures in IH, pointing out that three January Warrant Articles propose rezoning three lots to IH.
  
  - Discussion of existing uses in IH: parking structures are currently allowed; the proposed dimensional changes add height restriction and do not expand rights to build parking structures.
  
  - It was also pointed out that:
• for a given use intensity, parking structures tend to preserve green space relative to surface parking.
• The Life Science (i.e. lab space) use allowed in IH is intended to be less intensive with relation to people & cars. However, redevelopment in IH to include lab space may include parking structures.

- It was concluded that the three proposed IG→IH rezonings would not change the Building-to-ground nor the MFAR ratios, but IH gives more flexibility in configuration (including parking structures).
- There was concern over the lack of definition of parking structures (in §2), as allowed in use table (§4.3.2.9).

**Motion:** to recommend article #2 as printed in the January Warrant.

*Approved:* (8-0-0)

### 4. Zoning Bylaw Amendments – May Town Meeting

a. Amend ZBL Sections II, IV, V, VII and Rezoning 1-3 Ray Avenue

    Escadrille Realty - Applicant

- The Parking definitions article (Section II) was discussed. These are within the scope of an existing effort by ZBRC to clarify definitions in the bylaws.
- The definitions have been expanded to separate Integrated and Detached Structures, and to define Lots as well as Decks
- Members had additional suggestions:
  - Remove regulations from the definitions, which should be elsewhere: allowance for municipal and state use; restricted footprint of Detached Parking Structures.
  - Certain clarifications of language and numbering
- The relationship between the definitions and the proposed changes to Sections IV, V, and VII were discussed. It was determined that the definition (Section II) were separable from the other proposed amendments.
- ZBRC agreed to submit definitions for May Town Meeting as a proponent.
- It was suggested that these should be advertised before January Town Meeting.
- The draft was marked up, and will be advertised ahead of a ZBRC meeting to approve them for submission before the February deadline for Zoning article submissions to May Warrant. Members agreed to a tentative meeting time before Town Meeting: January 27th at BHS at 7:00pm, if it is necessary to submit these before the January Town Meeting. Ms. Ellis to investigate the necessary timing.

[Ms. Prendergast took leave of the meeting at 7:50pm, Mr. Ungerson at 8:10pm]
5. Zoning Bylaw Review and Prioritization
   a. Housing/ Short Term Rental subcommittee report and discussion
      • Update: Planning Board voted to prohibit. There are no action items scheduled from the Planning Board subcommittee.
      • ZBRC would like to draft a Zoning Bylaw amendment for May, and would like to explore the justification for backup. This should include analysis of enforcement costs to ensure public safety vs. potential economic value.
      • Ms. Beyer agreed to initiate a subcommittee to draft an amendment article and research the likely impacts and justifications.
   b. Definitions – subcommittee assignment and direction
      • Ms. Ellis to initiate subcommittee.
      • ZBRC intends to begin a structured effort to identify useful clarifications of the zoning bylaws that could be made by explicitly defining terms
   c. Signage – subcommittee assignment and direction
      • Ms. Willard to initiate subcommittee.
      • ZBRC intends to begin a structured effort to identify conflicts and/or ambiguity in the regulation of signage in the Zoning and General Bylaws.

6. Version Control update and Zoning Amendment submittal policy discussion (ZBRC Style Guide)
   • Update: Ms. Ellis has had discussions with town offices on the version control system for proposed bylaw amendments. This is now in use for the January Warrant Articles, and feedback will be written up for consideration by ZBRC.
   • Update from Town Clerk: §9 of the Zoning Bylaws includes requirements for paper submissions, and these bylaws need to be amended to accommodate the new system and electronic documents. This will be discussed at future meeting.
   • Mr. Parsons to forward suggested edits to the Zoning Bylaw amendment submittal form

[misc. update (public)]: The selectmen plan on discussing a revised Proposal for the lease of public land for the installation of a sign adjacent the “Shoppes at Simons Park”. This may be of interest with respect to signage regulation.
7. Adjournment

    Motion to Adjourn was made at 9:03PM. Approved (7-0-0)

DOCUMENTS REVIEWED AT MEETING – WEDNESDAY, JANUARY 8, 2019

a. Agenda
b. 12-11-2019 ZBRC meeting minutes
c. Planning Board’s draft Article: Amendments to zoning bylaws §5.2.0, §10.5.0
d. Draft warrant article S#5, Amendments to Article II, parking definitions
e. Draft warrant article S#6, Amendments to Article IV, parking uses
f. Draft warrant article S#7, Amendments to Article IV, density regs re: parking structures
g. Draft warrant article S#8, Amendments to Article VII, parking regs

Respectfully Submitted,
Edward Parsons, ZBRC Member, precinct 6

Approved: 2/5/2020 ZBRC meeting [7-0-1]