TOWN OF BURLINGTON

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Notice of Public Meeting – (As required by G.L. c. 30A, c. §18-25)

DEPT./BOARD: ZBRC

DATE: Wednesday January 9, 2019

TIME: 6:00 PM

PLACE: Town Hall Annex B Meeting Room

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AGENDA

1. General Bylaw Review Committee - discussion
2. Life Science Zoning Bylaw Text Amendment - discussion
3. ZBRC Amendment Proposal “Template /Intent”
4. Amendment Distribution Process
5. Zoning Bylaw Issues to be addressed by committee
6. ZBRC Member Appointments
7. Approval of Minutes
8. Meeting Schedule
9. 2019 Budget
10. Public Participation
11. Adjournment
Minutes

Voting Members present: Shari Ellis, Chair; Betsey Hughes, Vice-Chair; Edward Parsons, Lawrence Gelberg, Cathy Beyer, Gregory Ryan, Thomas Conley, Michael Murray, ZBA; Sally Willard, Business Representative

Non-voting Members present: Ernest Covino, Planning Committee; John Clancy, Inspector of Buildings

Also present: Andy Ungerson, Senior Building Inspector, Kristin Kassner, Planning Director, Jack Kelly, Planning Board; Mimi Kelly, TMM

1. General Bylaw Review Committee – Discussion was postponed to 2-6-19 meeting

2. Life Science Zoning Bylaw Text Amendment - Discussion

There was a discussion on Article #2 of the January Warrant, to Amend the Zoning Bylaw; as well as, a notice regarding a panel scheduled for Wednesday, January 16 and residents and committee members are welcome to attend. Kristin Kassner, Planning Director, will host the panel and Burlington BOH member, Dr. Ed Weiner, with his years of expertise, will answer questions particularly on Life Science Industry, impacts of Life Science, regulations in perspective with Research and Development and current Board of Health regulations. Other participants, including ZBRC member, Ed Parsons, will discuss the needs of this Industry as well as ask about current trends for inviting Life Science companies to host their companies in Burlington and help the town maneuver to a new chapter.

New definitions as follows:
2.12.1.1 Laboratory: A designated area within a building equipped to conduct scientific experiments, tests, investigations, research, prototype manufacture, experimental and testing activities including, but
not limited to, the fields of biology, life science, chemistry, electronics, engineering, geology, medicine and physics.

2.2.14 Biotechnology and Life Science: Research, development and prototype manufacturing utilizing microorganisms or biological substances in the fields of Life Science, biotechnology, medical, pharmaceutical, environmental science, immunology, microbiology, virology, toxicology, rDNA, comparative medicine, genome research, cell biology and apparatus, machines and devices for research, development, pharmaceuticals, biomedical technologies, life systems technologies, environmental and biomedical devices manufacturing and advance and practical application in any such field or areas. Life Science and Biotechnology uses are subject to all federal, state and local regulations and best management practices including but not limited to the Burlington Board of Health Regulations for the Use of Recombinant DNA Technology, the National Institute of Health Guidelines for Research Involving recombinant DNA Molecules, and the Biosafety in Microbial and Biomedical Laboratories (BMBL). Biosafety Level 4 (BL-4) laboratories, as defined by the Centers for Disease Control and Prevention, are prohibited in Burlington.

2.12.1.2 Life Science (Manufacturing): A life science or biotechnology laboratory engaged in the manufacturing of life science technologies and medicines for commercial production to the market.

Version #4 of the Life Science amendment article was presented by Kristin. The committee suggested the following changes:

- Correcting typographical error: switched use requirements in BG & BT for §4.2.7.4.1 and §4.2.7.4.2 in use table
- Striking “Biotechnology and” from the definition §2.2.14, retaining “Biotechnology” as a subset of “Life Science”
- Striking regulation (biosafety level 4 restriction) from the definition §2.2.14, and moving it to the use table (§4)
- Clarifying the definition of MFAR to be applied to life science facilities per §5.2.5.2, currently implied in conditions (1) and (2) but not strictly defined.

Edits to the use table will be addressed by Planning Staff.

Additional questions regarding section 5.1.5.2 including conditions (1) and (2) will also be reviewed by Planning Staff and, following the Panel Discussion, will be addressed at the 1-17-19 Planning Board Meeting.
3. ZBRC Amendment Proposal “Template /Intent”
Ms. Beyer and Ms. Hughes created an Information Sheet for Zoning Bylaw Submission for applicants to fill out as a first step to address any Zoning Bylaw text amendment prior to any discussion with the ZBRC. This sheet is created to better understand the needs and intent of applicants to present their initial case. This is not a mandatory form but a guide for this committee to better understand the intent of the applicants. Ms. Hughes volunteered to review the committee member’s suggestions and requested everyone to send their comments via email and she will bring it to the next meeting.

4. Amendment Distribution Process
The section in this document “Chapter 40A” is listed for reference only in this process document. Rezoning Amendment requests are not addressed by the ZBRC. Text Amendments request for process and procedures document was reviewed by Ms. Ellis for the ZBRC, with the intent to integrate the committee’s responsibilities with the process of the Planning Department. Ms. Ellis asked to table the Article 12 discussion regarding integrating the ZBRC process. Article 12 must be amended to include the ZBRC. Ms. Ellis will further amend the process and procedure and bring this document to the next meeting for review, and then send it to the Planning board for their comment.

5. Zoning Bylaw Issues to be addressed by committee (table to the next meeting)

6. ZBRC Member Appointments
Thomas Conley and Gregory Ryan (Precinct 4 & 1) will need to be sworn in by The Town Clerk before they can vote at ZBRC.

7. Approval of Minutes
Ms. Ellis suggested to strike 4 of the comments from ZBRC minutes dated 12-5-19
- Section 9 – remove editorial comment suggestions (in side panel) from all bullets (discussion and comments)
- Section 9 - remove the word “encourage” and replaced it with “provide”.
- Section 1 - rephrase the sentence – the committee still lacks two representatives as representation from Precinct 1 & 4
- 3 references to Ms. Beyer’s name misspelled - remove the “s”
- Misspelling: Kristīn Kassner

Motion: Ms. Willard moved to approve the meeting minutes for December 5, 2018 as amended tonight. Seconded by Mr. Clancy and approved. (6-0-1).
8. Meeting Schedule (2)
Next meeting will be held on Feb 6th, 2019. The committee had discussed hosting a meeting every 4th Wednesday of each month. New members, Gregory Ryan and Thomas Conley, are able to attend March 24th, 2019

9. 2019 Budget
Budget needs to be created for hiring a Recording Clerk for FY 2020. Budget was circulated for comment and $1500.00 was agreed to for a budget request.
Ernie Covino stated for Supplies, please ask Jean Gallant, as she has the keys to the supply closet.

Public Participation - none

10. Adjournment

Tabled Items:

1. Timing for ZBRC meeting (to make recommendation to Town Meeting) for Life Science Amendment discussed in Agenda item no. 2 will be voted on Jan 28th by ZBRC committee, once Ms. Kassner has presented the changes and received a recommendation from the Planning Board. Ms. Ellis proposed to meet at 6:45pm prior to Town Meeting and will reserve a room.
2. PDD and Zoning Bylaw Links will be an undertaking by ZBRC committee
   Revise 5.1.5 if necessary – add to list under Agenda No 5
3. Amend Article 12 to include ZBRC – add to list under Agenda No. 5
4. Review and add mission statement to the next Agenda
5. Edward Parsons will build diagram for the timeline process under Agenda No. 4

Submitted by Manisha Parwani, Recording Clerk
Amended by ZBRC members

Minutes approved (8-0-0) at the Zoning Bylaw Review Committee Meeting of February 6, 2019