

TOWN OF BELMONT
PLANNING BOARD
MEETING MINUTES
November 14, 2023

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: December 7, 2023
TIME: 3:04 PM

Present: **Jeff Birenbaum: Chair; Carol Berberian: Vice Chair; Thayer Donham;
Andrew Osborn; Taylor Yates; Renee Guo**

Staff: **Ara Yogurtian, Inspector of Buildings
Chris Ryan: Town Planner**

This meeting was held remotely using Zoom video conferencing technology, as permitted by the Massachusetts Act Relative to Extending Certain State of Emergency Accommodations, which became effective July 16, 2022. Update 3/30/23: The State has extended authorization for virtual public meetings through March 31, 2025.

1. Meeting Called to Order at 7:00 PM

Mr. Birenbaum introduced the Planning Board members and reviewed a summary of the items that were on the agenda.

2. Review and approve September 19, 2023, October 3, 2023 and October 10, meeting minutes.

Postponed until November 21, 2023

3. Continued cases: a) Case No. 23-21 Design and Site Plan Review Approval 336 Concord Ave (SRC) - Belmont Public Library, Conrad Ello, AIA, LEED AP, agent Applicant requests Design and Site Plan Review Approval to construct a Library at 336 Concord Ave. located in a Single Residence C (SRC) zoning district. Section 7. 3. 2 a) of the Zoning By-Law requires Design and Site Plan Review Approval from the Planning Board for the construction of a non-residential building that has a total Gross Floor Area greater than 2,500 square feet or a proposal that results in the need for six (6) or more parking spaces.

Mr. Birenbaum recused himself from the meeting at 7:03 PM.

Mr. Ryan walked the Board through his review of the DSPR package. He noted that everything was pretty much in order. He gave an update on the stormwater review and said that the Conservation Commission has taken over this part of the review and a peer review by Stantec would take place. He was still waiting for signage and waste disposal information.

Ms. Berberian asked for the next steps in the process.

Mr. Ryan noted that once the conservation commission completes their work, they can turn it over to Stantec. He felt that one meeting in December may be all that they need to close this out.

Mr. Gatzunis, Project Manager, mentioned that the process was started with the Conservation Committee.

Noel Murphy, Architect, presented the Board update and addressed the comments made by staff. He first addressed the exterior sign strategy and presented the exterior sign plans. Mr. Yogurtian noted that the sign's size, coloring, and lettering would need to be reviewed and approved by the Board. Next, Mr. Murphy reviewed the waste disposal locations and he noted they would be in a trash storage room as part of the interior space of the building with direct access from the exterior of the building. The trash would be moved to the curb by the custodian for trash pick-up. Mr. Valentine reviewed the landscape plan and addressed the trees located within the planting island. He noted that it would be a better investment for the Town to put in trees and salt-tolerant plants.

David Karwick, Engineer, noted that the snow storage locations were indicated on the plans and would be reviewed by the Conservation Commission.

Mr. Gatzunis noted that the Fire Department has approved all access points. Mr. Yogurtian suggested that they ask for a letter from the Fire Department stating that this has been covered.

MOTION to continue to December 5, 2023 was made by Ms. Berberian and seconded by Ms. Donham. Motion passed.

YES Votes-

Carol Berberian

Thayer Donham

Andrew Osborn

Taylor Yates

Renee Guo

4. Update on Cases, Planning Board Projects and Committee Reports.

- Mr. Ryan noted that the restaurant bill passed at the Town Meeting.
- Mr. Ryan asked the Planning Board to consider a schedule for MBTA Communities zoning. It would be good to decide on a time to hear from the public.
- Mr. Yates noted that the Planning Board and the ZBA could be involved earlier in the process next time there is a zoning amendment proposal. He said that Vision 21 and the EDC would explore parking and hotels next. There was also interest in

doing an overall look at the residential and commercial Zoning By-Laws and how much of it needs to be revisited. Mr. Ryan noted there would be more discussion about making the By-Laws more robust in the future. Mr. Ryan asked if they considered updating the Master Plan. Ms. Donham pointed out that within the last decade, people in Town and previous Board members came forward to say that they don't want development and that special permits should be required. She felt that they need to do an entire rewrite that looks at it from form-based zoning. She also noted that they should match the lot size to the actual development.

- Ms. Berberian asked if they should speak with the Select Board to see if they could increase the size of the Board so that they could set up subcommittees and not violate open meeting regulations.

5. The Planning Board's meeting dates will be as follows:

November 21, 2023, December 5, 2023, December 19, 2023, January 9, 2024,
January 23, 2024

6. Adjourn 7:59 PM.

The Planning Board's next scheduled meeting will be held on Tuesday, November 21, 2023.