

**TOWN OF BELMONT
PLANNING BOARD**

**MEETING MINUTES
May 22, 2007**

7:00 p.m. Meeting called to order.

Attendance: Karl Haglund, Chair; Andrew McClurg; Jennifer Fallon; Sami Baghdady; Andres Rojas; Jay Szklut, Staff; Jeffrey Wheeler, Staff

Minutes of May 8 were approved.

Committee Updates

Belmont Center Planning Group - A Public Meeting will be held June 13 to discuss their draft recommendations.

Capital Projects Overview Committee - Committee has organized and elected co-chairs. Committee will consider all potential capital projects.

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7:15 p.m. PUBLIC HEARING: DESIGN AND SITE PLAN REVIEW: 27 MARSH STREET

Kevin Young, Director of Facilities, presented plans on the conversion of the existing residential structure to an office building serving the Belmont Hill school. Drainage would be accommodated on-site, landscaping plans provided and developed in consultation with the neighbors, and new parking layout presented. During occasions when additional parking would be required (alumni events) overflow would utilize main parking area across street.

Board members raised questions on the location of the sidewalk entering the site and also whether the parking on the main campus could be utilized to meet the site's parking requirements. Mr. Wheeler noted that parking within 300 feet of the site could be used to meet requirement. Applicant agreed to move the sidewalk.

Eric Mankin of 7 Marsh Street spoke in favor of the project.

No one spoke in opposition.

Mr. Rojas questioned the percentage of open space shown on the zoning table on the plans. Applicant acknowledged error in calculation and would present revised figures. However, the plan did meet the open space requirements.

Moved by Rojas to approve the application subject to submission of a revised zoning table and relocation of sidewalk.

Second by Fallon

Approved Unanimously

7:45 p.m. Update - Senior Center Building Committee

Mr. Haglund reported that he had had a conversation with the Chairman of the Recreation Commission and that they were in agreement that the fence could be moved. However, the full commission would have to vote approval.

Staff noted that they would develop a list of required plans and agreements that would need to be submitted to the Board. The plans would need to be official plans (signed and stamped by appropriate parties). The list would be submitted to the Senior Center Building Committee so there would be no questions on what is required.

8:20 p.m. Discussion - Parking

Jay presented an outline of various concerns and issues that should be considered in a discussion on residential parking. The Board requested that staff prepare a complete memorandum, outlining the various issues, current permitting, and the pro and cons to the regulations as currently existing and as proposed to change.

8:20 p.m. Discussion - Transition Zones

Jeffrey presented an overview of the work done on transition zones to date. Several factors clearly distinguish the various zones e.g. location, intensity of commercial activity, relation to surrounding neighborhood. Several factors are common to some of the zones but not all, e.g. architectural style, type of use. Utilizing these commonalities and differences, can serve as the start for drafting appropriate zoning language.

Mr. Haglund suggested that the Board may want to focus on areas where there are problems. In particular he felt that the Board should focus on Belmont Center and Waverley Square. There was considerable discussion among Board members with several members noting that the work done on transition zones serves as good background for now addressing the 'squares'. The Board directed staff to begin examining Belmont Center and Waverley Square for potential rezoning of both.

Town Planner's Report

Cushing Square - Representative Brownsberger has scheduled a meeting at the request of Chris Starr at the State House between Town Officials, Mr. Starr, and representatives of various State Agencies. Meeting will be held on June 4.

Smart Growth Zoning District - A kick-off meeting with the consultant, neighborhood residents, and the Housing Trust is scheduled for May 30th.

Sandler Skate Shop - Jay will be meeting with neighborhood residents to discuss the use of the site as a bakery. The prospective business owner will also be attending.

Olmsted Drive Review - The Town has appropriated funds for monitoring the construction of Olmsted Drive. Jay has issued a solicitation for quotes to hire a consultant.

Zone 6 - Representatives of Affirmative Investments were in attendance to discuss most recent plans for the Affordable Housing site. They have had several discussions with Mr. Rojas on the wall along Trapelo Road. The most recent design of the wall calls for the height to be diminished approximately 50%. Mr. Haglund felt that the wall should be a stone wall and not the concrete wall as shown. The Board approved placing the final review of the project on the June 12th agenda. Along with the stone wall, lighting plans should also be presented.

10:00 p.m. Meeting Adjourned

6/12/07 Approved