

TOWN OF BELMONT  
PLANNING BOARD

MEETING MINUTES  
May 14, 2008

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TOWN CLERK  
BELMONT, MA.

JUN 4 3 16 PM '08

**7:06 p.m. Meeting Called to Order**

Attendance: Jennifer Fallon, Chair; Sami Baghdady; Karl Haglund; and Carla Moynihan; Jay Szklut, Staff

Absent: Andres Rojas

Minutes of April 9 and April 23 were approved.

Committee Updates:

Belmont Center Planning Group - Jay reported that the Town was not awarded funds to develop design guidelines for the streetscape along Leonard Street. The final report has not yet been submitted.

Land Management Committee - Ms. Moynihan noted that the Committee is working on mapping of trails and signage. There is ongoing discussion with the biking community on trails appropriate for bicycle use.

**7:15 p.m. Town Meeting Wrap-up**

The Board agreed that the Banks by Special Permit amendment had received a fair discussion and that Town Meeting decision indicated that the amendment should not be further considered at this time. Board members did express concern with the issue raised at Town Meeting that the Special Permit process was too lengthy. Staff noted that the Office of Community Development had revised and streamlined permit procedures and that the bulk of time now was the result of the public process and Boards' desires to allow all parties of interest to be involved in the permitting process.

The Board also acknowledged the quality of the discussion on Article 20, the disposition of the Cushing Square Municipal Lot and the discontinuance of Horne Road. Members also noted that evaluation of proposals for the sale/lease of the lot should consider the quality of the plans for the re-use of the lot.

The Board was also quite pleased with the process of holding a forum to which all Town Meeting members were invited by mail the week before Town Meeting. Planning Board Members ran through the presentation prepared on the zoning amendments and answered questions. The forum was well received and future zoning amendments should be treated in a similar fashion. Ms. Fallon wondered whether the process could be memorialized in the Board's rules and regulations.

There was a brief discussion on some of the suggestions to improving Town Meeting derived from the Roger Colton editorial. Several members expressed concerns with the relationship and communications between the planning board and the Warrant Committee, the Board of Selectmen and other boards and committees which may give opinions to Town Meeting on zoning amendments. Ms. Fallon and Mr. Haglund volunteered to draft some suggested procedural changes to improve communication with other relevant boards and committees. They

will draft a memo for discussion for the next meeting. Included will be consideration of holding a special meeting to present proposed zoning amendments to the Warrant Committee and other committees that might be affected or have an interest in a proposed amendment.

**8:15 p.m.** Update - Comprehensive Plan

Ms. Fallon requested that members submit summaries of their individual meetings to staff who will then prepare a general summary to guide future discussion.

The Board was informed that although the budget had been passed, the Board of Selectmen has requested a memo outlining the Comprehensive Plan process and specifically what would be accomplished during the first year. Jay will prepare a draft of the memo.

**8:30 p.m.** June 16, 2008 Meeting with Board of Selectmen

The Board was reminded that they are scheduled to meet with the Board of Selectmen to discuss the Residential Parking memorandum. Ms. Fallon requested that Board members review the memorandum at their next meeting and outline the proposed discussion.

The Board was also reminded that their meeting with the Selectmen is also to discuss the concerns and issues the Selectmen may want to have included in the development of the scope for the comprehensive plan.

**8:45 p.m.** Discussion - Summer Schedule

Ms. Fallon requested Board members submit to staff summer schedules, if known, so that the Board's summer meeting schedule could be programmed.

Board members agreed to consider the Historic Accessory Buildings and Outdoor Cafes Zoning Amendments for possible inclusion on the Fall Town Meeting warrant.

The agenda for the summer is to include continuing development of the comprehensive plan; development of the Board's rules and regulations, specifically the Cushing Square Overlay District rules and regulations; and development of the two zoning amendments.

**9:10 p.m.** Meeting adjourned

5/28/08 Minutes Approved