

TOWN OF BELMONT
PLANNING BOARD

MEETING MINUTES

July 8, 2014

RECEIVED
TOWN CLERK
BELMONT, MA

2015 SEP 22 PM 2:57

Present: Michael Battista, Chair; Elisabeth Allison, Vice Chair; Charles Clark; Joseph DeStefano; Karl Haglund, Mr. Jeffrey Wheeler, Office of Community Development

7:05 p.m. Meeting called to order

7:05 p.m. Deliberate and Vote – Design and Site Plan Review: Underwood Pool

The Board engaged in a brief discussion about the plans.

Mr. Haglund commented that the island in the road should not be paved in order to discourage people from crossing the road at that point, and to encourage people to follow the crosswalk and walkway to the pool. By keeping it unpaved it makes it clear where the walkway is located. He added that this will be reviewed when the landscape plan is reviewed.

Mr. Battista reviewed the proposed conditions for the Site Plan Approval:

1. Submit an Educational and Enforcement Parking Plan;
2. Conduct decibel readings at the property lines to make sure not exceeding current levels;
3. Pending the outcome of the variance from the Architectural Access Board, the Planning Board will reconsider the issue of the sidewalk;
4. Review and approve landscape plan; and,
5. Building plans will reflect the addition of a gable in the West bath house roof.

MOTION made by Ms. Allison to approve the Underwood Pool Site Plan Review with the conditions as discussed. Seconded by Mr. Clark. The motion unanimously passed.

7:30 p.m. Process for the Board to Review Applications

Ms. Allison reviewed the draft of the new GR form and spoke to the form's lack of clarity and noted that it should be made as clear as possible. She suggested using the PowerPoint presentation to help clarify the form. Mr. DeStefano stated that one would need a good understanding of the By-Law to comprehend what is permissible.

Discussion ensued, and suggestions for improving the form were made.

Mr. Battista suggested attaching a bulleted summary sheet and adding "visit the Community Development Office to find out which permit is needed." Ms. Allison suggested adding the word "prohibited" in front of "HVAC Units" in the front yard and side setbacks and adding particular references to the zoning codes to improve the clarity of the form.

7:45 p.m. Discuss Historic Inventory Survey

Mr. Battista read an email regarding the Historic Inventory Survey project and a request to have

Planning Board representation. He mentioned that the email suggests creating an historic district. He stated that he did not feel the need to appoint someone from the Planning Board to serve as liaison to the Historic District Commission. He will write to the Chair of the Board of Selectmen for advice and report back to the Board. Ms. Allison noted that there wasn't any discussion of the use of CPA funds in the creation of a new Historic District. Mr. Haglund noted that drawing boundaries for an historic district is difficult and that some buildings without historical significance within an historic district get labeled as "non-contributing buildings."

8:05 p.m. Schedule for August

After brief conversation regarding schedules, it was decided that the meeting of August 19 would be cancelled and the meetings for August 5 and August 13 would be tentatively scheduled.

Adjourn: 8:10 p.m.

**TOWN OF BELMONT
PLANNING BOARD**

MEETING MINUTES

July 8, 2014

RECEIVED
TOWN CLERK
BELMONT, MA

2015 SEP 22 PM 2:57

Present: Michael Battista, Chair; Elisabeth Allison, Vice Chair; Charles Clark; Joseph DeStefano; Karl Haglund, Mr. Jeffrey Wheeler, Office of Community Development

7:05 p.m. Meeting called to order

7:05 p.m. Deliberate and Vote – Design and Site Plan Review: Underwood Pool

The Board engaged in a brief discussion about the plans.

Mr. Haglund commented that the island in the road should not be paved in order to discourage people from crossing the road at that point, and to encourage people to follow the crosswalk and walkway to the pool. By keeping it unpaved it makes it clear where the walkway is located. He added that this will be reviewed when the landscape plan is reviewed.

Mr. Battista reviewed the proposed conditions for the Site Plan Approval:

1. Submit an Educational and Enforcement Parking Plan;
2. Conduct decibel readings at the property lines to make sure not exceeding current levels;
3. Pending the outcome of the variance from the Architectural Access Board, the Planning Board will reconsider the issue of the sidewalk;
4. Review and approve landscape plan; and,
5. Building plans will reflect the addition of a gable in the West bath house roof.

MOTION made by Ms. Allison to approve the Underwood Pool Site Plan Review with the conditions as discussed. Seconded by Mr. Clark. The motion unanimously passed.

7:30 p.m. Process for the Board to Review Applications

Ms. Allison reviewed the draft of the new GR form and spoke to the form's lack of clarity and noted that it should be made as clear as possible. She suggested using the PowerPoint presentation to help clarify the form. Mr. DeStefano stated that one would need a good understanding of the By-Law to comprehend what is permissible.

Discussion ensued, and suggestions for improving the form were made.

Mr. Battista suggested attaching a bulleted summary sheet and adding "visit the Community Development Office to find out which permit is needed." Ms. Allison suggested adding the word "prohibited" in front of "HVAC Units" in the front yard and side setbacks and adding particular references to the zoning codes to improve the clarity of the form.

7:45 p.m. Discuss Historic Inventory Survey

Mr. Battista read an email regarding the Historic Inventory Survey project and a request to have

Planning Board representation. He mentioned that the email suggests creating an historic district. He stated that he did not feel the need to appoint someone from the Planning Board to serve as liaison to the Historic District Commission. He will write to the Chair of the Board of Selectmen for advice and report back to the Board. Ms. Allison noted that there wasn't any discussion of the use of CPA funds in the creation of a new Historic District. Mr. Haglund noted that drawing boundaries for an historic district is difficult and that some buildings without historical significance within an historic district get labeled as "non-contributing buildings."

8:05 p.m. Schedule for August

After brief conversation regarding schedules, it was decided that the meeting of August 19 would be cancelled and the meetings for August 5 and August 13 would be tentatively scheduled.

Adjourn: 8:10 p.m.