

**TOWN OF BELMONT
PLANNING BOARD**

MEETING MINUTES

February 16, 2017

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BELMONT, MA

2017 MAR -8 PM 3:13

Present: Elisabeth Allison, Chair; Barbara Fiacco, Vice Chair; Charles Clark; Raffi Manjikian; Joseph DeStefano; Karl Haglund

Staff: Jeffrey Wheeler, Senior Planner; Spencer Gober, Staff Planner

1. Meeting Called to Order at 7:00 PM

2. Zoning Amendment Public Hearing on Amending the Sign By-Law

Ms. Fiacco read the public hearing notice and presented the PowerPoint presentation. She stated that the PB will consider amending two sections of the Zoning By-Law; Section 1.4, the definition for "Sign, Temporary", and Section 5.2, Signs. She stated that the amendments to Section 5.2 include making minor edits; eliminating the requirement of posting a deposit for a Temporary Sign; regulating non-commercial signs; making the regulations for standing signs the same in all commercial districts; limiting the amount of window covered by permanent and temporary signs; and establishing criteria for when and existing sign has to comply with the current Sign-By- Law. She added that new provisions to be added include listing the types of signs that are prohibited; limiting the size of signs on awnings and marquees; limiting the size, location and duration of sandwich boards; and requiring signs to be maintained. She mentioned that these amendments are proposed in order to standardize signage throughout Town and that they will place greater limits on signage and eliminate gaps that currently exist within the Sign-By-Law.

Ms. Fiacco reviewed a draft PowerPoint presentation and asked for comments. Mr. Clark asked if the signage for the recently renovated building at the corner of Trapelo and Flett Roads would be conforming. He noted that it is not the kind of sign that he would want to see in the future. Ms. Allison suggested that a vocabulary slide be added to the presentation. Mr. Gober reviewed the awning and marquee slides that showed what would be allowed for these types of signs. The Board agreed to meet one more time to review any changes from Town Counsel.

MOTION to continue the public hearing to March 7, 2017 made by Mr. Manjikian and seconded by Mr. Clark. Motion passes.

3. Meet with the Historic District Committee to Discuss Demolition Delay Bylaw

Ms. Meier, HDC Co-Chair, reviewed the proposed changes to the Demolition Delay Bylaw. Proposed changes included a clarification of the definition of demolition; that the process will not be transferable; and the delay period for residential uses would be 12 months. She reviewed the Historic Resources Survey and the revised list of buildings subject to the Demolition Delay Bylaw. She noted that no changes were proposed for the appeal process and that the sunset provision would be set at five years.

Ms. Allison asked Ms. Meier to review the public process between now and Town Meeting. Ms. Meier stated that the Bylaw Review Committee has to review the proposed changes and after that the text can be finalized. She noted that the HDC will hold a public meeting for Town Meeting Members and owners of properties on the list in April. The PB agreed to vote on the proposed changes after the Bylaw Review Committee completes its review.

4. Review memo from Town Counsel and discussion of implications for upcoming projects

Mr. Wheeler stated that 2 projects will be coming before the PB that will be subject of the "Dover Amendment":

- a) The Belmont Day School will propose to construct a gymnasium building and to make various site improvements; and
- b) The National Association for Armenian Studies and Research (NAASR), on Concord Avenue, to construct a third story on top of its building.

As a result of these projects, Town Counsel submitted a memo explaining the "Dover Amendment" and the Town's authority under it. Mr. Wheeler noted that it is anticipated that there will be a large neighborhood turnout for each project and that he had encouraged each Applicant to reach out to their neighbors. He added that both projects will come before the PB under Design and Site Plan Review. Ms. Allison asked for clarification on parking requirements and noted that granting a parking waiver is not a requirement under the Dover Amendment.

5. Discussion of potential By-Law regarding non-medical marijuana

Ms. Allison stated that Town Counsel advised his clients to consider a moratorium on non-medical marijuana. She reviewed a memo from Town Counsel with a suggested zoning amendment and asked that the PB consider discuss whether to put an Article on the Warrant for the Annual Town Meeting. Mr. Wheeler suggested that the moratorium might not be needed because the State delayed implementing regulations by six months. Ms. Fiacco stated that this could be a controversial issue and suggested that this issue should be decided by the Town. Ms. Allison stated that to do so would require the Planning Board to hold a public hearing. Mr. Manjikian and Mr. DeStefano spoke in favor of a moratorium and noted that this would give time to develop a zoning by-law. The PB agreed to hold a public hearing to get a sense of how people feel about a moratorium.

6. Updates on Potential Cases and Planning Board Projects, and Committee Reports

a. Define Neighborhoods:

Mr. Wheeler displayed the neighborhood boundaries for 29 Jason Road and 70 Fairview Avenue. The PB discussed the proposed boundaries and agreed to expand them to conform to existing practice.

b. Cushing Village

Mr. Wheeler updated the Board on the process of the demolition and noted that the RAM plan has been extended. Ms. Allison noted that the comment period for the RAM ended on February 14, 2017, but that at the request of the neighbors, the comment period had been extended for 20 days and the foundation demolition is delayed until that comment period was complete. She also noted that the Town consultant has completed his initial review of the plan. She added that Toll Brothers still hopes for an April groundbreaking.

7. Review Agenda for the Next Meeting – 03/07/17

- Finalize the Sign By-Law
- Update on Cushing Village

8. Review and Approval of Minutes

MOTION to approve the February 7, 2017 meeting minutes made by Ms. Fiacco and seconded by Mr. DeStefano. Motion passed.

9. Adjournment

8:44 PM