

**TOWN OF BELMONT
PLANNING BOARD**

MEETING MINUTES

March 7, 2017

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Present: Elisabeth Allison, Chair; Barbara Fiacco, Vice Chair; 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. New Public Hearing:

63 Underwood Street – Special Permit to Alter a Nonconforming Structure: Second Story Deck (deck already exists) – General Residence District

[Mr. DeStefano had recused himself from the public hearing.]

Ms. Fiacco read the Public Notice.

Ms. Connie Patti, Applicant's Representative, stated that there was a glass greenhouse at the rear of the home and it was placed in 2013. To finish the roof, a deck was added on top of it in 2014. Ms. Maria Rita Patti, Applicant, stated that the greenhouse was an eyesore and that she did not know that it required a Special Permit. Ms. Patti stated that Paul Smith was the contractor and that the plans did not include the deck. Ms. Patti stated that deck is proposed to remain its current size.

Ms. Allison noted that the backyard is asphalt and that the property appears to be in violation of the open space requirement. She stated that more information will be needed to confirm whether or not the open space requirement is met.

The Board discussed the evolution of the deck to determine the order of how it was constructed. Ms. Patti noted that the sliding glass door is being proposed and that they currently access the deck by the wrought iron stairs that lead from another door at the rear of the home. Mr. Wheeler stated that the existing stairway will need to be rebuilt to meet the Building Code.

Ms. Allison stated that there are several issues for the PB to consider. She noted that the PB will need to review previous cases to make sure that their decision is consistent and fair. She noted that neighborhood feedback has been negative. She stated that there is a quality of neighborhood life issue since outdoor space is more intrusive than indoor space. She also noted the PB's concern about exterior stairs and how they could lead to a multifamily living situation. Ms. Fiacco asked the Applicant to think about whether they need the sliding glass doors.

Mr. Manjikian and Ms. Fiacco noted that the plans provided by the Applicant did not clearly distinguish the current deck configuration (for which a Special Permit was needed but not

obtained), the configuration prior to the addition of the deck, and the proposed redesign of the deck. The PB requested a better set of drawings that clearly shows the prior, existing and proposed conditions of the deck and that more fully explain the application.

MOTION made by Mr. Haglund to continue the public hearing to April 6, 2017. Seconded by Mr. Manjikian. Motion passed.

3. Review and Vote on Amending the Sign Zoning By-Law

[Mr. DeStefano rejoined the meeting at 7:51 PM]

Mr. Wheeler reviewed several changes in the draft:

- The definition of “temporary sign” was changed to 90 days.
- The limitations for contractor signs were clarified.
- The aggregate area of signage on an awning was reduced to 60%.
- Special Permit provision was added to allow a business owner a process for exceeding the limits of the Sign By-Law.

The PB discussed minor edits to the language. Mr. Gober and Mr. Wheeler noted that they reviewed the proposed amendments with the Building Department. Mr. Gober reviewed a PowerPoint presentation that showed allowable sizes of signs and logos on awnings and marquees. The PB agreed to review the amendments at the March 21 meeting in order to give time for Town Counsel to review the proposed text.

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

a. Define Neighborhoods:

i. 11-13 C Street

The Planning Board made recommendations for altering the neighborhood delineation.

ii. 33 Knox Street

The Board agreed to use only the SR-C properties and not to cross zoning boundaries.

b. Cushing Village

Mr. Wheeler noted that the environmental review process is underway and that the developer is still looking to begin site work at the beginning of April, 2017.

c. Additional funds for enforcement proposed for FY2018

Mr. Wheeler noted that an addition of \$26, 600.00 to the Office of Community Development’s (OCD) budget for zoning enforcement has been proposed by the Town

Administrator. He stated that the hope is that OCD can hire a part-time zoning officer to monitor and enforce Special Permit conditions and Zoning By-laws

d. Potential Cases:

Belmont Day School and NAASR will both be asked to present at the April 6, 2017 meeting.

e. Committee Updates:

Mr. DeStefano noted that the Belmont High School Building Committee has selected an Owner's Project Manager (OPM).

Mr. Manjikian noted that the Capital Budget Committee will discuss the modular building planned for the Burbank School and will review recommendations of the Superintendent.

Mr. Haglund noted that the Community Preservation Committee determined that the 'hatch shell' project was not ready and they could apply again next year.

5. Preview Agenda for the Next Meeting – 3/21/17

- Sign By-Law
- Vote on the demolition delay
- Public Hearing on Marijuana By-Law
- Review Waverly Square minutes and general discussion of direction provided by Public Discussion.

6. Review and Approval of Minutes

MOTION made by Mr. DeStefano to approve meeting minutes and seconded by Ms. Fiacco. Motion passed.

7. Adjournment at 8:45 PM