

**TOWN OF BELMONT
PLANNING BOARD**

**MEETING MINUTES
April 9, 2007**

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

Mr. Baghdady chaired the meeting until the arrival of Mr. Haglund

Attendance: Karl Haglund, Chair (arrived at 8:45); Jennifer Fallon; Sami Baghdady; Andres Rojas; Jay Szklut, Staff

Absent: Andrew McClurg

Minutes of March 13 were approved.

Committee Updates

Belmont Center Planning Group - Mr. Baghdady noted that the Group was now in the process of meeting with the public and scheduling meetings with various committees and board for final comments on the draft report.

Capital Projects Overview Committee - Mr. Rojas was unanimously approved to serve on this committee as the representative of the Planning Board.

7:15 p.m. Discussion - Rules and Regulations

Jay distributed draft rules and regulations (r&r) that included sections on Board composition and procedures and also included a section on design guidelines for consideration during site plan review. Jay asked the Board to review these sections and to continue to make comments as the entire rules and regulations document is developed. Ms. Fallon suggested that the r&r document elucidate the procedures for filing with Town Clerk. Mr. Baghdady suggested that the requirements and procedure for hiring consultants to review projects also be described in the r&r. A section on fees and also on sign requirements should be added. Jay will continue to work on the document with a target goal of adoption by this fall.

Town Planners' Report

PDF Grant - Jay reported that the Town had received an award of \$10,000 to hire a consultant to assist the Town in creating a Smart Growth (40R) zone on the former Our Lady of Mercy properties. A quote solicitation will be issued shortly and it is hoped that the consultant will be on board by the first week in May.

MBTA Bridge - Tom Younger, Angelo Firenze and Jay met with a representative of the MBTA to discuss cleaning of the Belmont Center bridge. The MBTA is fully but cannot offer any financial assistance. Jay reported that he was contacted by one individual that volunteered to coordinate the effort from the Town side. Fundraising has begun on the project and there has already been a \$20,000 pledge.

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MAPC Technical Assistance - Jay distributed a letter from MAPC requesting applications for planning technical assistance projects from municipalities in the MAPC region. The Board suggested that one possible project might be on how to make public transit more accessible to the Town.

8:15 p.m. Discussion - Parking

Jay briefly summarized discussions to date. The residential parking discussion encompasses several concerns including: # of vehicles in driveway, on-street residential parking, parking in front yards, parking on grass areas, amount of pavement, and residences with no driveways/parking. Several thoughts/ideas were mentioned including: temporary parking permits issued by the police department, use of town owned vacant lots, use of church or other private lots. Staff was requested to gather information from other Town Departments. The Board also thought that a public meeting should be convened to have a public discussion on the parking issues.

8:45 p.m. Discussion - Comprehensive Planning

Ms. Fallon reviewed the draft memo she had distributed to Board members. There was general agreement that the memo should specifically include the date of the last Town Master Plan. Members also asked staff to provide information on other Town's and the dates of their most recent master/comprehensive plans. Some members felt that the need for a new plan should be more emphasized and expanded upon in the memo. Ms. Fallon will revise the memo for the next meeting.

Public Comment

Mr. Haglund invited Roy Epstein, a resident of Cushing Square, to briefly present some photos illustrating concerns he had with trash issues in the Square and how the two recently approved restaurants would deal with these concerns. The Board advised Mr. Epstein that his concerns were primarily related to enforcement of existing rules and that he should meet with the Board of Health. The Board requested that staff supply Mr. Epstein with the relevant portions of the approval decisions for both Savino's Grill and the new outdoor seating restaurant, formerly Café D'Or.

9:30 p.m. Discussion - Transition Zones

Jay reported that the Board had all the information requested on the three transition zones. Staff would prepare a Town map with the three zones highlighted. Mr. Haglund suggested that the appropriate next step would be for the Board to visit and walk the three sites. Jay will schedule a walk of Trapelo Road from Waverley St. to Slade St. The Board also requested that a public hearing be scheduled for residents of the Concord Avenue transition zone. Jay will schedule following the Trapelo walk.

9:50 p.m. Meeting Adjourned

Next Meeting: Thursday, April 19, 2007
Town Hall, Conference Room 2

5/18/07 Approved