



**Planning Board Meeting Minutes**  
**Tuesday, January 26, 2021 at 7:15 pm – Zoom Meeting**

Members Present:	Heather von Mering (chair) Maureen Meister Heather Hannon	Diab Jerius (Vice Chair, Clerk) Cheryl Wolfe	
Also Present:	Brian Szekely, Town Planner Beth Rudolph, Town Engineer WinCam	Nancy Polcari, Recording Secretary Bryan Manter, Asst. Town Engineer	
Others Attending:	John Stevens John Suhrbier Paul Soughley Christopher Keeler Ian Gillespie Grisnette Colon Erica Guidoboni I Ching Scott	Sally Dale Larry Beals Kevin Ryan Andrew Ryan Peter Hopley Ted Touloukian MJ English Jana Linhart	Dennis Carlone Michael Littman Todd Morey Jamie Devol Nickle Chi-Lung Cheung Jan Steenbrugge Art Kreiger (Town Counsel) Isabella Bogovich, Scout from 507

A quorum being in attendance, Chair von Mering calls the Winchester Planning Board (PB) meeting to order at 7:15 pm, noting that the meeting is being video recorded via WinCam.

**1. Updates from Mr. Szekely:**

- a. The Shannon Property consists of land off of Forest Circle that has access to Fallon Road in Stoneham. The developer originally proposed a 40B project of 296 units called Forest Ridge that was not successful. Recently Ron Bonvie asked to discuss a new proposal that would be very similar to the Winning Farm style community, building about 40 units and doing an attached residential cluster overlay district.
- b. Washington/Swanton Streets Project: Draft RFP has been circulated. Plan to review and discuss it at the February 9<sup>th</sup> PB meeting and then submit comments. Select Board has assured that all four boards will be able to submit comments.

**2. Subdivision Rules and Regulations Edits**

Mr. Kreiger presented draft changes dated 1/25/21 to the Subdivision Rules and Regulations, as summarized:

- a. Section 6.7.4.3: the current language has the Applicant retaining the fee and maintenance of the road until the property is released from subdivision control; the Applicant often sells the properties and leaves the project before the subdivision is released, leaving the Town vulnerable for costs; edits clarify the fees and ownership of the roads for both private and public roads.
- b. Section 6.7.4.5: a minor edit from "Town Meeting" to "the Town" which means both Town Meeting and the Select Board.
- c. Proposes adding a new section 3.5.1 that addresses situations when the grade is changed more than 6% over 500 square feet, requiring Site Plan Approval (site plan review is under section 9.5.1.7). The Applicant would go to the Zoning Board for approval at the same time

applying with the Planning Board. The approval should not be left to the building permit stage but should happen during the subdivision permit. And both boards will coordinate. Mr. Kreiger provided the language (new section) to make this clear. The example of when this happened in the past is Abby Road Subdivision.

Discussion: this becomes more complicated when the lots are sold and the grade changes for the proposed home (from what the developer identified), possibly impacting existing road drainage or causing flooding in existing neighboring basements.

Chair von Mering requested to see a division/definition of the roads and houses regarding grade changes for subdivisions, noting the Zoning Board reviews the lots.

Ms. Meister also requested Mr. Szekely and Mr. Kreiger identify the existing Subdivisions that need closing out, what their specific issues are, and the next step or legal strategy to close them out.

Note: Original PB agenda included joining the Conservation Committee Meeting for 654 Main Street discussion to hear the presentation by the consultant VHB regarding the flood/storm water mitigation but the presentation did not occur.

#### **4. Public Hearing for 654 Main Street Special Permit Continued**

Chair von Mering opened the Public Hearing noting that this continues the PB discussion and consultant reviews. The opportunity for public questions will be on February 9<sup>th</sup>.

Mr. Touloukian summarized the design changes. He identified 19 items they addressed and provided renderings and drawings reflecting the changes.

Mr. Carlone provided written comments and discussed highlights: the cornice is stronger with a traditional scale; the historic house is treated with care; he suggested a curb bump-out to make a crosswalk across Main Street safer.

PB comments focused on the balconies at the corner of Main and Vine: they do not have weight; they weaken the façade.

Mr. Szekely noted that from the Select Board meeting the previous night, the engineer (Larry Beals) showed the sidewalk plan with crosswalks. The SB approved the plan. It did not include the bump-out mentioned by Mr. Carlone.

Ms. Guidoboni with Toole Associates provided a presentation summarizing the traffic peer review; traffic design is by Howard Stein Hudson dated August 2020. Discussion included:

- Public Bike Parking shows 4 spaces; meets zoning requirements.
- How are deliveries handled with traffic? Ms. Guidoboni suggested identifying (marking) specific loading zones on the street, including delivery times.
- Will there be a management plan for the parking lift? Ms. Guidoboni noted she is comfortable based on the two spaces available for use while waiting. Clear signage needs to be posted, including alert signage for the garage doors.
- Requested Ms. Guidoboni to review the visibility regarding lighting and impact of the tree at Vine and Main.

Mr. Szekely noted he is working with the Housing Partnership Board regarding the affordable housing units and will report back to the PB.

Ms. Meister made a Motion to continue the Public Hearing for 654 Main Street to Tuesday, February 9<sup>th</sup> at 8:00 pm. Mr. Jerius second the Motion. Vote: Hannon, Jerius, Meister, Wolfe, von Mering in favor. Motion passes 5-0-0.

**5. Planning Board Meeting Minutes for October 2020**

Ms. Meister noted she had minor edits to the 4 meetings and one transcript. Mr. Jerius said he had a few, also with no substance.

Ms. Meister moved to approve the transcript for the October 5th meeting, and the PB meeting minutes for October 5, 6, 13, and 19, 2020. Mr. Jerius second the Motion. Vote: Hannon, Jerius, Meister, Wolfe, von Mering in favor. Motion passes 5-0-0.

Ms. Meister moved to adjourn the PB meeting. Mr. Jerius second the Motion. Vote: Hannon, Jerius, Meister, Wolfe, von Mering in favor. Motion passes 5-0-0. Meeting adjourned at 10:06 pm.

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Diab Jerius, Clerk

Nancy Polcari, Recording Secretary