



Planning Board Meeting Minutes Tuesday, August 08, 2023, at 7:15 pm – Remote Participation

Members Present:	Diab Jerius, Chair I-Ching Scott Keri Layton	Sally Dale, Vice Chair/Clerk Nicholas Rossettos
Also Present:	Matt Shuman, Town Engineer Jay Talerman, Town Counsel	Nancy Polcari, Recording Secretary WinCam
Others Attending:	Richard Leaf Dan Hubbard Hailey Beyer Mike Laham Tara Hughes Susan Busher Roberta Brown Joyce Westner John Suhrbier Dana Garney Margaret White Mansfield Law George	Chris Mulhern Dave Traggorth Cassidy Cohan Patty Shephard William Band Robin Wolf Nicole Lentine Marty Jones Chris Nixon Carol Savage Pamela Cort Richard
		Susan Verdicchio Joe Haskett Michael Santos Sam Scoppettrone Taylor Bearden Matthew Lawlor Andrew Consigli Sarkis Kavlakian Town Clerk Mark Vaughan David Warner Artie

A quorum being in attendance, Chair Jerius calls the Winchester Planning Board (PB) meeting to order at 7:19 pm noting that the meeting is being recorded via Zoom and WinCam. Roll call of PB members: Rossettos, Scott, Dale, Jerius in attendance. Ms. Layton arrived at 7:30 pm.

1. Approval of Minutes:

a. PB Meeting on Tuesday, July 25, 2023, at 7:15 pm:

Chair Jerius requested comments.

Several edits identified, discussed, and approved.

Ms. Scott moved to approve the PB Meeting Minutes of July 25, 2023, as amended. Ms. Dale second the Motion. Vote: Dale, Rossettos, Scott, Jerius in favor. Motion passes 4-0-0, with Layton absent.

b. PB Meeting on Monday, July 31, 2023, at 1:00 pm:

Chair Jerius requested comments.

One edit identified, discussed, and approved.

Ms. Dale moved to approve the PB Meeting Minutes of July 31, 2023, as amended. Ms. Scott second the Motion. Vote: Dale, Rossettos, Scott, Jerius in favor. Motion passes 4-0-0, with Layton absent.

2. Public Hearing Waterfield - Civico Development:

Ms. Dale moved to open the Public Hearing for the Waterfield – Civico Development (CBD Petition 25-27 Waterfield Rd and 0 Waterfield Rd) at 7:30 pm. Mr. Rossettos second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.

Chair Jerius: Outlined the agenda for the Public Hearing: presentation by the developer; peer review discussion and scheduling. Depending on time, anticipate public comments will be scheduled for a future meeting.

Taylor Bearden, Partner at Civico: Introduced several team members for this joint venture with Causeway; Made a presentation as briefly summarized:

- Identified the property and proposed scope: 60 unit mixed income development.
- Provided history of Civic's involvement.
- Identified joint venture team and design team.
- Listed the zoning permits requested: no variances; waiver for height.

Joe Haskett, architect with Union Studio: presented the architectural design as briefly summarized:

- Provided a chart of the types and quantity of units as related to the percentage of AMI.
- Provided a chart outlining the types and numbers of parking and bicycle spaces.
- Presented several architectural renderings of the proposed design from different view locations.
- Reviewed the site plans and floor plans.
- Provided a diagram reviewing the varying building component heights (tower, parapet, etc.).

Mike Lahan, civil engineer with HW Group: Provided a presentation of the civil engineering plans including the utilities and drainage design; noted that a small area of the site falls under the Conservation Commission; the permitting process with the ConCom is proceeding simultaneously as the PB's process.

Michael Santos, transportation engineer with VHB: Provided a presentation regarding the traffic study; a transit oriented project, surrounded by public transportation (bus and rail); includes 119 parking spaces of which 71 are available to the public; bicycle and pedestrian infrastructure included; traffic study showed no significant impact.

Chair Jerius: Thanked the development team for their presentation and requested comment from the Town Engineer.

Mr. Shuman: Held a meeting with town departments/employees including Engineering Dept., Public Works (including Water/Sewer Division), Conservation Commission, Public Safety, (Police and Fire), the Sustainability Director, where the developer made a similar presentation.

Chair Jerius: The PB has proposed a peer review for design; Engineering has requested a review of the traffic and stormwater.

Mr. Shuman: Also requested to include the utilities for peer review.

Chair Jerius: Current proposal is that Weston & Sampson will review the stormwater and utilities; Toole Design will review traffic. For design, Brian Szekely had done an initial review of the submittal and offered to set up the peer review.

- Ms. Dale moved to select Toole Design for the traffic review for the Waterfield Development Project. Ms. Scott second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.
- Ms. Dale moved to select Weston & Sampson for the stormwater and utility review for the Waterfield Development Project. Ms. Layton second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.
- Ms. Dale moved to request Brian Szekely to start the process to get a consultant for the design review for the Waterfield Development Project. Ms. Scott second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.

Chair Jerius: Are there any other areas for peer review?

Ms. Dale: Would like to include a review of the landscape design, specifically concerned about having good shade trees.

Discussion (PB questions; Developer responses and comments):

- How large is the Conservation Commission area?
- The Conservation Commission area is in the lower left corner of the project, a few 1000 square feet; near the current MBTA switching station.
- Is the perimeter area considered green space?

- The perimeter is needed for access by the fire department but is also part of the green space.
- There is also a roof deck that could be an opportunity for landscaping.
- The MBTA has concerns with large trees and the proximity to the rail lines.

Conclusion: Propose waiting on peer review of landscaping until the design is further developed.

Chair Jerius: Proposed the schedule for the peer reviews as follows:

- Obtain the scope and fee for the utility and stormwater review with Weston & Sampson, and the scope and fee for the traffic review with Toole Design and approve both at the August 22, 2023, PB meeting.
- Schedule the discussion of the peer review comments/report for Stormwater and Utilities at the PB meeting on September 12th and for Traffic and possibly Design on September 26th.

Ms. Dale moved to continue the Public Hearing for the Waterfield Development Project at the PB Meeting on August 22, 2023, at 7:30 pm. Ms. Scott second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0. Public Hearing closed at 8:30 pm.

Chair Jerius: Noted that public comments are welcome and can be emailed to planningboard@winchester.us.

3. ZBA Petition #4003, 10 Brantwood Road & 154 Horn Pond Brook Road (Lynch Elementary School):

Chair Jerius: Referenced the ZBA Petition No. 4003 in the packet noting this is the renovation of the Lynch School. He also noted that the PB is advisory to this petition.

Margaret White: the Town's Project Manager for this project. Explained this project is managed by the Educational Facilities Planning and Building Committee (EFPBC). The project has completed 60% design; 90% is scheduled for the end of August. The final design is expected in October. The Conservation Commission is also reviewing. Requested Town Counsel explain the PB's role for this project.

David Warner: Introduced as the project representative with Warner Larson.

Mr. Talerman: Referenced the Dover Amendment, enacted to protect schools and similar-use projects from local zoning restrictions. This exempts educational use projects from unreasonable zoning. The PB can provide comments; more on dimensional or parking issues and less on esoteric items, like design.

Chair Jerius: Does the board have any issues or concerns?

PB Discussion:

- The design is harsh.
- Other schools are more open with more windows.
- Much work has gone into this design; the architects also designed Ambrose and Vinson Owen.
- Like the campus layout.

Chair Jerius: The PB has 3 options: to approve, to deny or to take no action.

Ms. Dale moved to take no action for ZBA Petition No. 4003 for 10 Brantwood Road & 154 Horn Pond Brook Road. Mr. Rossettos second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.

4. HOA and Covenant for Rocky Ledge Subdivision:

Chair Jerius: Town Counsel Jay Talerman and Rocky Ledge Counsel, Mark Vaughan have coordinated the language for the HOA and Covenant.

Ms. Dale moved to accept the Covenant and HOA as agreed upon by Town Counsel and the Applicant's counsel for the Rocky Ledge Subdivision and to have the PB sign the mylars. Ms. Scott second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.

5. 27 Church Street, Stormwater Waiver:

Chair Jerius: Engineering has reviewed the stormwater requirements for 27 Church Street and determined it is less than 500 square feet and, thus, does not require a stormwater mitigation plan. Ms. Dale moved to grant a Waiver for 7.3.16.12 (Stormwater Management) for the 27 Church Street. Ms. Layton second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0.

Chair Jerius: Clarified that this is not the application. This vote impacts the submission of documents required for the application.

6. North Main Street Project/MBTA 3A Zoning/Public Outreach – Consultant Contract Discussion:

Chair Jerius: At the last PB meeting, a suggestion was made to have Form + Place and Innes Design provide the work needed for both projects (North Main Street and the MBTA 3A Zoning).

Discussion:

- Should North Main Street be treated as one area?
- Both firms offer benefits of working together, contributing to address the 3 primary goals: public outreach, design guidelines, and zoning. There is a lot of overlap with both projects.
- Need a scope and fee to evaluate and determine the process to move forward.

Ms. Scott: Asked about forming the Working Group. She has 30-40 names and requested guidance on how to move forward. After discussion, conclusion to wait for new Town Planner to start next week.

7. Graphic Logo Design Review:

Chair Jerius: Received several examples for a logo design and presented variations of one for discussion.

Conclusion: use the “river” design with smaller, green dot for the “center”; have the PB name on top and Town name underneath.

8. Adjourn:

Ms. Layton moved to adjourn the PB meeting of August 08, 2023. Ms. Scott second the Motion. Vote: Dale, Layton, Rossettos, Scott, Jerius in favor. Motion passes 5-0-0. The meeting adjourned at 9:40 pm.

Sally Dale, Clerk

Nancy Polcari, Recording Secretary