

## **Minutes of the Planning Board Meeting of August 6, 2019**

Pursuant to a notice filed with the Town Clerk, the Planning Board met at 7:00 p.m. on August 6, 2019 in the First Floor meeting room at 141 Keyes Road, Concord, MA.

Present:

Matt Johnson  
Kristen Ferguson  
Nathan Bosdet  
Burton Flint  
Allan Sayegh

Elizabeth Hughes, Town Planner

The meeting commenced at 7:00p.m. and was audio-recorded and videotaped for the Minuteman Media Network. Mr. Johnson requested that anyone else recording the meeting should inform the Board.

Mr. Johnson announced that the Applicant for the Concord Main Library previously scheduled for 7:00 p.m. on the agenda has requested a continuance to a future meeting and that the Planning Board will not discuss that application this evening.

### **Approval Not Required Plan #19-12** **317 Garfield Road**

Town Planner Hughes presented the plan to the Board. She explained that the Applicant received a Special Permit under Section 6.3.3 from the Zoning Board of Appeals to allow the creation of a lot with reduced frontage, lot width, lot area and side and rear yard setbacks for the purpose of preserving existing historically significant structures. As part of that approval process, the Planning Board reviewed the application and recommended approval with conditions to allow the creation of a new lot for the existing carriage house and a separate lot for the existing main house. The Applicant's attorney has submitted the subsequent ANR Plan to now formally create the two lots.

She explained that condition 2(f) of the Special Permit states that it needs to be demonstrated to the Concord Public Works Water/Sewer Division how Lot B1 and Lot B2 will each retain rights to water service as a result of the subdivision and provide any necessary easements for review and approval by the Water/Sewer Division and that any required easements shall be shown on the ANR plan. Ms. Hughes explained that since Town's Water/Sewer Engineer is still working with the Applicant on the submission of the necessary easement language for review and approval that the Board should include a conditional statement in their vote.

Mr. Johnson moved that the Board authorize the Chair, Clerk, or Town Planner to endorse the plan dated 8/5/19 prepared by Stamski & McNary, Inc., for Joyce M. Lawrence for 317 Garfield Road subject to the satisfaction of the conditions of approval of the Special Permit under Sections 6.3.3 and 11.6 of the Zoning Bylaw and recorded in the Middlesex South Registry of Deeds in Book 70756, Page 280. Ms. Ferguson seconded. All **VOTED** in favor. A statement about the conditions of endorsement will be filed with the Town Clerk's office.

### **Draft Accessory Dwelling Unit Bylaw Amendment**

The Board discussed the draft Accessory Dwelling Bylaw and made further revisions that the Town Planner will incorporate into the next working draft version.

### **List of Potential Zoning Bylaw Amendments for Zoning Board of Appeals Discussion**

The Board has scheduled a joint discussion and working session with the Zoning Board of Appeals on August 7, 2019 regarding potential 2020 Annual Town Meeting Zoning Bylaw amendments.

The Board reviewed Town Planner's memorandum that provides a list of potential Zoning Bylaw amendments currently being discussed by the Board, as well as a list of other potential Bylaw amendments identified by the Zoning Board of Appeals, Town Planner, and the Building Commissioner in preparation for the joint meeting.

### **Meeting Minutes**

Mr. Johnson tabled review of the draft minutes of the July 23, 2019 meeting in order to review them again for clarity.

### **Committee Liaison and Staff Updates**

Mr. Johnson reported on the presentation to the Select Board on July 26th. Ms. Ferguson thought that it would be helpful to make sure citizens realized how two-family dwellings are part of the history and character of the Town.

### **Public Comment**

Linda Escobedo, Select Board member, speaking for herself questioned if the landscape section of accessory dwelling bylaw was going to be removed. Mr. Johnson noted that the Building Commissioner is recommending a more formal mechanism for requiring landscaping. Ms. Escobedo questioned whether staff could determine from census information the number of school age children that could be possible. The Town Planner will check with the Town Clerk. The Chair adjourned the meeting at 8:15 p.m.

List of documents presented which are on file in the Planning Division Office at 141 Keyes Road, Concord, MA:

- Town Planner agenda memorandum dated 8/6/19
- Approval Not Required Plan #19-12
- Draft accessory dwelling unit Zoning Bylaw amendment
- Town Planner memorandum on potential Zoning Bylaw amendments

Respectfully submitted,

Burton Flint, Clerk

Minutes approved on: 9/24/19