



# BELLINGHAM PLANNING BOARD

2 MECHANIC STREET  
BELLINGHAM, MASSACHUSETTS 02019  
(508) 657-2892; FAX (508) 966-2317  
[PlanningBoard@bellinghamma.org](mailto:PlanningBoard@bellinghamma.org)

## December 22, 2011 Meeting Minutes

MEETING LOCATION: ARCAND MEETING ROOM – MUNICIPAL CENTER

### **Present at the Meeting**

Patricia M. Buckley (PMB), Chairman  
Glenn C. Wojcik (GCW), Vice Chairman  
Dave Brown (DB) - absent  
Peter M. Morelli (PMM)  
Peter Pappas (PP), Secretary  
Roger Oakley (RO), Associate Member

**Other Officials:** Stacey J. Wetstein (SJW), Town Planner  
Jean Keyes (JK), Coordinator

**PMB opened the meeting at 7:10 p.m.**

### **Shores at Silver Lake III Decision Signing**

SJW stated that town counsel Mark Bobrowski reviewed the Certificate of Disapproval of a Definitive Subdivision Plan for Shores of Silver Lake III.

GCW: Motion to sign the Shores at Silver Lake III Disapproval.

PP: Second.

Vote: 4-0 approved (PMB, GCW, PMM, PP)

### **General Business**

GCW: Motion to sign the 12/8/2011 Meeting Minutes.

PP: Second.

Vote: 4-0 approved (PMB, GCW, PMM, PP)

GCW: Motion to sign the vouchers.

PMM: Second.

Vote: 4-0 approved (PMB, GCW, PMM, PP)

**Parking Bylaws continued discussion**

Recent SWAP meeting was discussed and SJW expressed disappointment in the progress made by MAPC on the parking bylaws. MAPC expect to get Sections 2 and 3 to the Planning Board by December 31, 2011. The general impression is that MAPC does not understand the time constraints placed on small towns concerning town meeting and the vote required by the town to pass new or revised parking bylaws.

The Board continued discussion on the revisions to the Parking Bylaws and the changes to the minimum number of parking spaces as agreed upon by PMB, GCW, PMM, PP, and RO are as follows:

**Shared Parking**

Section 3350 except for 3356 could be moved into regulations. The Planning Board can change regulations. SJW will check with town counsel Jay Talerman to be sure the board can do this.

**(g) Retail (Section G):** Defined as a free-standing, single-use retail store. Use GFA (Gross Floor Area) to calculate number of parking spaces. Final decision: 4 spaces per 1000 square feet of GFA.

**Shopping Center:** Decision was made to change Gross Leasable Area (GLA) to Gross Floor (GFA) per 1000 square feet for all parking calculations.

There are 4 types of shopping centers:

1. Strip Mall: Less than 30,000 square feet based on GFA. Comprised of small businesses. Final decision is 4 parking spaces per GFA.
2. Neighborhood: 30,000 – 100,000 GFA anchored by supermarket and/or drug store with variety of supporting stores. Final decision is 4.5 parking spaces per GFA.
3. Community: 100,000 – 400,000 GFA anchored by general merchandise with variety of supporting stores. Final decision is 5 parking spaces per GFA.
4. Regional: 400,000 – 800,000 GFA anchored by department store with a variety of stores. Final decision is 5.5 parking spaces per GFA.

If multi-use/mixed use included dining and entertainment that was 10% or less of the total GFA then don't have to do mixed-use calculation. If over 10% or more than one type of use, then use the mixed-use calculation.

**(l) Multi-use (mixed-use):**

For multi-use shared parking can't do a GFA calculation. Have to calculate differently as each business can't have same number of spaces because the use occurs at different times of the day. The Board has to take this difference into consideration and the Parking Occupancy Rates table should be used as the basis for making these calculations. Cranberry Meadows and Bellingham Commons II are used as examples of this situation. Special care should be taken to ensure that the "Uses" in the table are tied to the actual definitions of each use and parking regulations for each use.

With new multi-use developments, the Planning Board must also look at peer reviews (traffic studies) to determine the parking demand in conjunction with the calculations in the table. The Board cannot use a holiday as the basis of determining parking as that is a once-a-year occurrence.

The Planning Board should emphasize at Town Meeting that there will be a substantial impact by using this table for calculating parking for shared multi-use to reduce amount of impervious services. There will be a cost savings to the developers and don't have to ask for waivers if they can comply with this parking calculation.

**(m) Flexible parking options:** SJW will talk to town counsel Jay Talerma about the possibility of giving special permits or waivers for flexible parking options and the possibility of putting some of this language into regulations. It was agreed that the Board should retain the ability to grant waivers in order to give the Planning Board flexibility.

The Town of Bellingham has an obligation to the state to help developers reduce the amount of impervious surface to meet state guidelines. To that end, the Board is trying to address the concerns of the constituents by taking into account the fluctuation of use and reduce the amount of parking.

Additionally, SJW asked if the Board members could look at Section 3332 and provide suggestions about how this could be reworded. PMB emphasized that the Board should keep the language about waivers as there is a need to give the Planning Board flexibility. SJW will reword and look into what can be put into regulations and not bylaw.

GCW: Motion to close the public hearing.

PMM: Second.

Vote: 4-0 approved (PMB, GCW, PMM, PP)

GCW: Motion to adjourn.

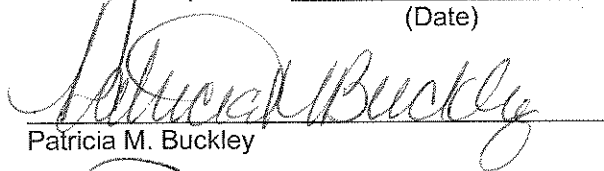
PP: Second.

Vote: 4-0 approved (PMB, GCW, PMM, PP)

Minutes Accepted on: \_\_\_\_\_


1-12-12

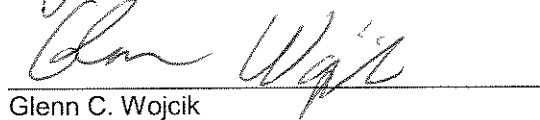
(Date)

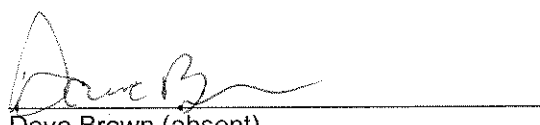
  
Patricia M. Buckley

  
Peter Pappas

  
Peter M. Morelli

  
(Prepared by: Jean Keyes)

  
Glenn C. Wojcik

  
Dave Brown (absent)