



## **MINUTES OF MEETING** **ZONING BYLAW REVIEW COMMITTEE**

**Date:** August 21, 2013

**SCHEDULED TIME:** 7:30 p.m.

**Location:** SENIOR CENTER (Weyerhauser Room), 10 Mayflower Street

**Minutes Prepared By:** Nancy Johnson

**Members Present:** Judi Barrett, Kathy Muncey, Scott Casagrande, Nancy Johnson, George Wadsworth, Freeman Boynton, Jr., Mary Steinke

**Members Absent:**

**Also Present:** George Hall from Anderson & Kreiger, Nathan Kelly from Horsley Witten Group, and 2 members of the public

DUXBURY, MASS.  
13 OCT -1 AM 9:47  
TOWN CLERK

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Meeting called to order by the Chair, Judi Barrett, at 7:32 pm.

### Minutes

The minutes from July 17, 2013 were approved with no changes.

### Visiting Speakers

George Hall of Anderson & Kreiger made a brief verbal presentation to the committee describing his experience and proposal for professional services to review and revise the Duxbury Zoning Bylaw. He introduced Nathan Kelly from Horsley Witten Group as the planning consultant on his project team. The two met in 2006 and worked together on the rewriting of the Walpole Comprehensive Zoning Bylaw. 163 pages of zoning passed in one article.

Nathan Kelly has had a decade of experience in towns including Attleboro, Wellesley, Yarmouth (new village district on Rt. 28), and Seekonk (improve functioning of bylaw, reorganize, reformat definitions, etc.). He has also worked with open space residential design and the EOEEA Natural Resources Protection Bylaw, and he is current on case law.

George Hall has reviewed the report from the original ZBRC and has divided the proposed work into 10 tasks and estimated a budget of approximately \$40,000. The tasks were outlined as follows:

1. Eliminate ambiguity. (10,000) Built into that step is a complete read of the bylaw. Junior staff will assist.

2. Review and consolidate special permit criteria. (2500)
3. Comprehensive review of definitions section (2500)
4. Update filing requirements to reduce paper flow and incorporate current technology. (2500)
5. Draft new site plan review bylaw. (5000) This piece may become a bigger project if starting with a new model.
6. Revise administration procedure. (2500)
7. Evaluate section regarding the DRB. (5000) Nathan will have heavy involvement in this area.
8. Parking, non-conforming uses and situations. (2500)
9. Review and evaluate current provisions regarding piers in scenic overlay district. (5000)
10. Map references. (0 - This is part of item #1.) Ensure they are legally accurate. New maps may be recommended, but the creation of new maps will not be included.

The estimated cost per meeting if both consultants are involved is \$1500. Meetings will include one interim meeting and how many nights of public hearings. The work could either be an estimate or a fixed fee.

George Wadsworth mentioned that the Planning Board's proposed parking bylaw should be looked at. He also asked how many meetings are included in the fixed fee. George Hall said that information gathering and concept will be prepared before they meet with us.

Judi Barrett noted that a redline version of the bylaw may be required, as this is a community with much skepticism, and people will probably want to see what is changing. George Hall said that when the Belmont General Bylaws were completely rewritten, the redline version was critical. He advised that articles should be printed in the warrant with backup information.

Kathy Palmer, a member of the public in attendance, expressed concerns regarding the Scenic Overlay Bylaw. She also stated that Town Meeting assured voters that the process would be to "clean up", not "rewrite" the bylaw.

George Hall will send a written proposal to Judi Barrett by Friday. Judi will distribute it to the committee for review before the next meeting.

Judi will ask George to include references in his proposal. Mary Steinke will check the references.

The next meeting is scheduled for Wednesday, September 4<sup>th</sup>.

Meeting adjourned @ 8:56 pm.

**List of Documents and Other Exhibits Used at the Meeting: None**

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