



MINUTES OF MEETING ZONING BYLAW REVIEW COMMITTEE

Date: November 20, 2013

SCHEDULED TIME: 7:30 p.m.

Location: TOWN HALL (Mural Room), 878 Tremont St.

Minutes Prepared By: Nancy Johnson

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

Members Absent: Mary Steinke

Also Present: George Hall, Nathan Kelly, Tom Broadrick, Ted Flynn, Sarah McCormick, Steve Williams, Heidi Laird, Sue Bourget

Meeting was called to order at 7:35 by the Chair, Judi Barrett.

Kickoff Meeting

An attempt was made for Mary Steinke to participate by phone, but she was not able to hear clearly.

Introductions were made, including the consultants, committee and public attendees. George Hall presented the conceptual schedule for the zoning bylaw review work. He assumes the work will be completed for the 2015 spring town meeting. If it were to be ready for a special town meeting in the fall, summer meetings would be required.

Three phases:

1. Produce a roadmap. Starting with the ZBRC report from last year and adding more specifics. New issues may be identified, and disagreements are possible. George Hall expects to conduct one-on-one telephone calls with board members and have them completed by the end of January. He would like to define points of contact. He does not have specific recommendations yet.
2. Draft Review
3. Town Meeting 2015

Discussion:

To aid with phase 1, the Committee offered to make the information from the original ZBRC interviews available. Judi Barrett suggested George Hall meet with Bob Fitzpatrick. She also suggested that he look at the history of the bylaw evolution.

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Sarah McCormick suggested that the warrant article be on the first day of town meeting. She also gave an overview of the function of the Design Review Board. There is often confusion about when a project requires a special permit. There are 20 sections in the bylaw about special permits. She believes that residents care about how the town looks, and suggested that any alterations or additions to properties located in the Shipbuilders' district should be reviewed.

Judi Barrett asked if the building inspector should be sending more projects to the ZBA. The culture at town hall has been customer service oriented, sometimes erring on the side of pleasing the homeowner applicant.

Steve Williams said that the Conservation Commission and Historic Commission, neither of which were represented at this meeting, care about how the town looks, and they should be contacted.

George Hall mentioned that making the bylaw clearer may create policy issues. He will tell us different legal ways to draw the lines, but will not dictate policy.

George Wadsworth mentioned that the town had a history of zoning articles not being sufficiently vetted before town meeting.

George Hall said it is important to make sure people feel they have been listened to. Meetings to review the drafts will include the boards.

Tom Broadrick was pleased with the description of the upcoming project, and he offered his help if needed.

George Hall asked for a list of stakeholders to be emailed to him. This should include town boards, committees, property owners, etc. It was noted that the names and many of the email addresses of the board members are available on the town website.

Judi Barrett said that you cannot homogenize the property owners or the boards, because there is a diversity of opinion.

Ted Flynn said that the first ZBRC committee did a fantastic job. He believes that the two year cycle makes sense. He mentioned meeting with the town manager to make the town meeting more efficient, down to one day.

Committee meeting

Homework is to re-read the first ZBRC report and check to see if there are things that were not covered. Put together a short memo.

Judi Barrett will contact Bob Fitzpatrick to see where he put the notes. She will try to get the minutes from ZBRC1 and send to George Hall and the committee.

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Minutes

The minutes from October 30th were approved as written.

Next Meeting

The next meeting is tentatively scheduled for Wednesday, January 15th.

Meeting adjourned @ 9:00 pm.

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

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