



Georgetown Zoning Board of Appeals
Memorial Town Hall ♦ One Library Street ♦ Georgetown, MA 01833
Business Minutes
October 4, 2011
7PM - Town Hall, 2nd Floor Meeting Room

Board Members Present: Jeff Moore, Chairman
 Paul Shilhan, regular member
 Gina Thibeault, regular member
 Sharon Freeman, regular member
 Evan O'Reilly, associate member (*arrived at 8:10pm*)

Absent: Dave Kapnis, regular member
Zoning Clerk: Patty Pitari

Chairman Moore called the business meeting to order at 7:20pm, and stated the Board of Appeals will conduct this meeting according to rules laid out in Chapter 40A of the General Laws of the Commonwealth of Massachusetts, Roberts Rules of Order and its own particular set of rules, entitled Rules of Procedure, a copy of which is on file with the town clerk, another copy is available from the clerk at this meeting.

Finance Report

Patty updated the board on the Payroll and Revolving Accounts.
J. Moore explained to newer members how the revolving and payroll account works.
Patty let the board know she need to present a budget presentation with any requests/changes in our budget that is due to the Town Administrator by December 1, 2011, this goes in the Finance Committee's budget book for the February meeting with them.

Patty explained the issue with not having enough hours in the office.

A vendor warrant needed a vote and to be signed for yearly supplies for WB Mason in the amount of \$259.69.

Vendor Warrant

Motion – P. Shilhan/G. Thibeault to pay the vendor invoice in the amount of \$259.69 for the yearly supplies, all in favor, motion carried.

New Business:

A. Approve Business and Hearing Minutes of September 6, 2011

Motion – G. Thibeault/P. Shilhan to approve Business Minutes of 9/6/11, all in favor, no discussion, motion carried. Kapnis and O’Reilly not present.

Motion – P. Shilhan/Gina Thibeault to approve Hearing Minutes of 9/6/11 for 5 Harris, and 201 Central St., all in favor, no discussion, motion carried. Kapnis and O’Reilly not present

B. Other – Potential STM article to add wording to Water Resource bylaw 165-29-38

Patty distributed from Nick Cracknell, Town Planner a potential amendment to add wording to the Water Resource Chapter of the bylaw 165-32 (under special permits) to add to paragraph b. the first sentence after the word area; to add “within the Water Resource District”, and at the second sentence after the word natural to add; “undisturbed vegetated” and add the end of paragraph to add; “Within the Water Resource District”

Evan O’Reilly arrived at 8:10pm.

The board had a brief discussion on the wording of the Water Resource paragraph. S. Freeman stated it was kind difficult to understand, it had some double negatives in the paragraph.

It was decided to have Patty get a better explanation from Town Planner on why the change, or to explain it better and also on the wording.

Correspondence

A. Building Inspector Correspondence - Letter re: 7 Martel Way

Patty explained the details of what she has on the property as far as water resource and that they went to Planning for Site plan review, and was approved. She noted they did not show floodplain delineated on plan, as ZBA reviews floodplain applications, they would need to show that on plan when they come in. Patty stated they did go thru Planning for Site Plan Review which was approved

B. Letter from DHCD on 40B status – the SHI sheet (Subsidized housing index) – Patty emailed Town Planner, as the SHI sheet only showed 11.94% affordable housing count, his reply was it is because the base number of households in Georgetown have increased more than the number of affordable housing units since 2000. The SHI uses the decennial census data to update the number of households in every city and town. Also note that the West Street 40B is still listed as a credit to Georgetown where it likely should be removed given a building permit was not issued within 1 year of the comprehensive permit being issued. Thus, we have likely less than 11.94% listed on the SHI. This trend underscores the need for the town – largely through the Affordable Housing Trust – to retain and generate a few units a year using the CPC funds and the Housing Balance Bylaw. If we don’t retain and create a few more units each year we may find ourselves very close to the 10% threshold in 2020 when the next census is completed. As you know, if we fall below the 10% threshold, we are once again open for a new comprehensive permit application.

C. CTPC training information for the fall – the board noted no classes for special permits and variances

Patty also let the board know that West Streets letter of credit expires 1/26/12 and send an email to Mr. Morello, reminding him.

Old Business

A. Bylaw Discussion/Review

Patty passed out new copies of Chapter 165 (Zoning) that she got from Town Planner.

J. Moore, Chairman – I wanted that this to be a working session to review the bylaws to get other board members to ask questions as most board members are new.

Discussion/Questions/Answer took place on State Code 40A & B, and the Georgetown Zoning bylaw 165, and about writing decisions and old decisions, and the Board's Rules of Procedure.

Patty distributed the new application for 17 Nelson Ave. – Patty explained there is a previous decision from 1986, which granted them a conversion from a single family to a multi, but with conditions that mirror our accessory bylaw conditions, as back in 1986 there was not a bylaw for accessory (in-law) apartments. This hearing is scheduled for 11/1/11 in the 3rd Floor Meeting Room.

Patty asked under other on the agenda to briefly discuss the hours in the office and asked board members to attend.

Close Business

Motion – P. Shilhan/E. O'Reilly to close the business meeting at 10:13pm. All in favor, motion carried.

Respectfully Submitted

Patty Pitari

ZBA Administrative Assistant

Date Approved 11/1/11