



TOWN OF MEDFIELD

Office of the

PLANNING BOARD

TOWN HOUSE, 459 MAIN STREET
MEDFIELD, MASSACHUSETTS 02052-2009

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MEETING OF:
February 22, 2021
MINUTES

Members Present via Zoom Meeting: Seth Meehan (Acting Chair); Paul McKechnie; Sarah Lemke; Jim Brand; Blake McDermott, Associate Member; Jamie Sullivan, Associate Member

Members Absent: Chair Teresa James

Staff Present: Sarah Raposa, Town Planner; Marion Bonoldi, Recording Clerk

Others Present: Chris McCue Potts, Doug Pollard

Location: Virtual Zoom Meeting

At approximately 7:31pm, Acting Chair Seth Meehan called the meeting to order and read the following notice:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Planning Board is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following the instructions on the agenda and meeting notice. This meeting is being recorded.

Approval Not Required (ANR) Plans – none

Change of Use Determinations – Cousins Lobster Truck at Lovell's Parking Lot) Parcel ID 60-026) - did not attend meeting; will be rescheduled.

Continued Public Hearing (from 2/1/21) on the following proposed amendments to the Town of Medfield Zoning By-laws:

Item 1: Proposed Rezone of 37 Janes Avenue – The Board received no public comment and had no discussion.

Item 2: Article ##: Adult-Only Retail Tobacco Store – The Board received no public comment and had no discussion.

Item 3: Article ##: Food Trucks / Mobile Food Vendors – A member of the public was in attendance for information on the proposal. Acting Chair Meehan explained the current allowance of food trucks by using a change of use determination (COU) with site plan approval on a case by case basis. Ms. Lemke said there is currently no provision in the zoning bylaw to allow food trucks. Ms. Raposa said that currently under Medfield Zoning Bylaws, food trucks are not allowed. Ms. Raposa said all zoning bylaws were delayed last year due to the pandemic. The Planning Board is implemented the permitting requirement of a change of use determination. Ms. Raposa said this permitting requirement is only applicable for private properties. Ms. Raposa listed Zelus, Ribpublic and Cousin’s as examples. Ms. Raposa said the COU determination does not apply to one day event permits issued by the Board of Selectmen or on and town owned properties.

Mr. Doug Pollard, 93 Harding Street, said he is on the BOS agenda tomorrow night for permission to have his barbeque truck at MSH again and he wanted to attend this Planning Board meeting for clarity. Ms. Raposa said the Planning Board does not handle town owned property. Mr. Pollard said the information has been helpful and he understood the proposal.

Item 4: Article ##: Encroachment of Decks, Porches, Etc., Into The Required Setback – The Board received no public comment and had no discussion.

Item 5: Article ##: Permitting for Accessory Structures (i.e. Sheds) Under 200 sf – The Board received no public comment and had no discussion.

Item 6: Article ##: Solar Photovoltaic Facilities Overlay District (PVOD)

Ms. Raposa said that Ms. Lemke reviewed the draft and did another cleanup of language. Ms. Lemke said the term “solar energy systems” was used as the umbrella and asked if that is correct. Ms. Raposa said yes; SES (solar energy systems) is the umbrella. Ms. Lemke said SES should be used rather than PV when talking about all areas of solar. Ms. Raposa agreed.

Ms. Lemke reviewed the definitions section with the Board. Ms. Raposa and Ms. Lemke correct the language for consistency.

Ms. Raposa discussed the bylaw in the Medfield State Hospital District. Ms. Raposa would like to keep the PVOD at MSH out of the article now. Ms. Raposa said zoning tweaks will likely come once a developer has proposals for MSH.

Ms. Lemke discussed the Scope of Authority section with the Board. Ms. Lemke cleaned up the language for clarity.

Ms. Raposa reviewed the chart corresponding with the text in the draft article. The Board said the chart was correct and good for clarification.

Ms. Raposa explained that Mr. Mark Cerel, town counsel, said the Municipal section of the article should state “by-right” only; not by Site Plan Approval. Ms. Raposa explained the pros and cons of allowing the Municipal “by-right” only. Ms. Raposa said the town would be afforded more latitude than any other town business. Mr. McKechnie said the projects in municipal zones could be large and moving forward without giving the public any involvement in the process is risky. Ms. McDermott said the projects in municipal zones will be large and

feels that the Planning Board should review them. The Board decided to leave “with Site Plan Approval” as a requirement.

Ms. Lemke discussed the Dimension, Density and Parking requirements with the Board. Ms. Lemke noted that there is no requirement for small ground mounted array is Section 19.7. Ms. Raposa said the requirements for small ground mounted arrays are under Section 6.2. Ms. Lemke said Section 6.2 should be noted in Section 19.7. Ms. Raposa agreed.

Ms. Lemke is concerned about the language in the height section and feels that some restrictions need to be in place. Ms. Raposa said she will check with the consultants for a recommendation.

Ms. Lemke asked is decommissioning language is necessary for roof mounted systems. Ms. Raposa doesn't believe decommissioning language is necessary.

Ms. Raposa reviewed Mr. Mark Cerel's comments with the Board.

The Board received no public comment.

Ms. Lemke made a motion to continue the public hearing to March 1, 2021 at 7:35 pm. Seconded by Mr. McKechnie. Roll Call Vote: Jim Brand = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 4-0.

Administrative:

Sign Advisory Board Appointments (John Messina, Howard Richman, Tom Erb) please reappoint with the following expiration dates: John Messina - 6/21/22; Howard Richman - 9/8/22; Tom Erb - 4/6/24. Ms. Raposa explained that Article 13 of the Zoning bylaw states that the Planning Board will appoint members to the Sign Advisory Board. Mr. McKechnie made a motion to appoint John Messina with a term ending 6/21/22, Howard Richman with a term ending 9/8/22 and Tom Erb –with a term ending 4/6/24. Seconded by Ms. Lemke. Roll Call Vote: Jim Brand = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 4-0.

Annual/Special Town Meeting Prep

Zoning Diagnostic- Ms. Raposa had a meeting with Ms. Kristine Barton, Warrant Committee regarding the zoning diagnostic proposal. Ms. Raposa explained the cost scope is between \$15,000 and \$20,000. Ms. Raposa said she submitted a placeholder for \$20,000 to the Warrant Committee. Ms. Raposa said there will possibly be left over consultant money from this year or the diagnostic proposal might wait until 2022. Ms. Raposa is trying to bring down the financial ask at the ATM. Ms. Barton asked for a summary. Ms. Raposa created a two page summary that could be paired down. Ms. Raposa is reluctant to pull the zoning diagnostic completely due to cost. Mr. McKechnie said the proposal should remain.

Scenic Roads – Ms. Chris McCue Potts, 7 Curve Street, gave an update regarding the survey poll given to the Planning Board, Conservation Commission and Historical Commission members. The members were to rate the recommendations of the street selected. Ms. McCue Potts said 14 responses were received. The weighted averages were 3.86 (out of 5) for Elm Street, 3.77 for Farm Street, 3.07 for Plain Street, 2.69 for Nebo Street, and 1.85 for Millbrook Road. Ms. McCue Potts asked how the Planning Board would like to move forward.

Acting Chair Meehan said the Historical Commission expressed their approval for scenic roads. Acting Chair Meehan said the Historical Commission likes the idea of submitting two roads to the Annual Town Meeting this year and then two roads next year. The Historical Commission likes the idea of getting the momentum going and to remind residents that scenic roads exist. Acting Chair Meehan said no formal votes were taken at the Historical Commission meeting.

Mr. Brand feels that going to the ATM with scenic roads multiple times seems a bit unnecessary and overkill. Mr. McKechnie and Ms. Lemke agreed. Mr. Brand said all of the roads rated have merit. Ms. Raposa said all of the roads on one article would be the most efficient and could potentially be modified later.

Ms. Raposa said since the Planning Board is sponsoring the article, Ms. Raposa can help with the outreach plan if Ms. McCue Potts needs help. Ms. Lemke said she would like to see the draft of the article before taking a vote. Acting Chair Meehan agreed.

Stormwater Bylaws - Incorporate LID into Subdivision Rules & Regulations – Ms. Raposa said the stormwater consultant for the DPW met with Mr. Mark Cerel. The Planning Board is not responsible for the Stormwater bylaws but needs to remain in the loop. Ms. Raposa said the Planning Board needs to review the subdivision rules and regulations over the next year.

Workshop with Citizen Planner Training Collaborative (CPTC) – Ms. Raposa said she has proposed dates in March for the workshop and will update the Board when she knows more.

Medfield State Hospital Update (if needed) – Ms. Raposa said the MSHDC is going to BOS meeting tomorrow night to review RFP status.

Townwide Master Planning Committee (if needed) – Ms. Raposa said there are no updates since the last meeting.

Affordable Housing Trust Update (if needed) – Jim Brand- Mr. Brand said there are no new updates and the next meeting is March 4, 2021.

Historical Commission Update (if needed) – Seth Meehan – Acting Chair Meehan said the Commission is looking for members. Acting Chair Meehan was named Co-Chair of the Historical Commission at the last meeting. Acting Chair Meehan said the demolition delay was lifted on the Clark Tavern property. The next meeting on March 2, 2021.

Minutes (2/1/21) Ms. Lemke made a motion to approve the minutes from January 4, 2021 with edits. Seconded by Mr. McKechnie. Roll Call Vote: Jim Brand = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 4-0.

ADJOURNMENT

At approximately 9:02 pm, Ms. Lemke made a motion to adjourn. Seconded by Mr. McKechnie. Roll Call Vote: Jim Brand = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 4-0.

Respectfully submitted,

Sarah Raposa, Town Planner; and Marion Bonoldi, Recording Clerk