APPROVED MINUTES

COHASSET PLANNING BOARD MINUTES

DATE: WEDNESDAY, January 22, 2020
TIME: 7:00 PM
PLACE: COHASSET TOWN HALL – BASMENT MEETING ROOM TOWN HALL
        41 HIGHLAND AVENUE, COHASSET, MA  02025

Board Members Present:
Clark Brewer, Chairman (CB)
Erik Potter, Vice-Chairman (EP)
Brian Frazier, Member (BF)
Paul Grady, Member (PG)
Paul Colleary, Associate Member (PC)
Amy Glasmeier, Clerk (AG)

Town Staff Present:
Lauren Lind, Planning Director
Jennifer Oram, Assistant Director, Planning, Permits & Insp.

Chairman Clark Brewer called the meeting to order at: 7:00P.M.

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA - None

CONTINUED PUBLIC HEARING – Pursuant to §300-9 and §300-11, and Section §300-12.4, §300-12.6 and §300-18 for an application filed by Jim Norton / Young Belford, LLC for a Village Business District Special Permit pursuant to sections §300-18, §300-4.2, §300-5.3, §300-7, and §300-8.7.2 and Site Plan Approval pursuant §300-12.6 to convert the existing barn into a single detached family dwelling at 15 Brook Street.
People present for this hearing: Brendan Sullivan of Cavanaro Consulting
Documents for this hearing (on file in the Planning Board Office):

Mr. Sullivan reviewed the history of this application before the Board. The neighbors have agreed on the easements and those can be part of the conditions issued by the Board. The Planning Board was given a full update at their January 8, 2020 meeting, but could not vote due to the lack of members for a super majority vote. After some further discussion:

MOTION: Vice Chairman Potter moved to close the hearing.
SECOND: Member Grady
VOTE: 5 – 0 MOTION CARRIES (CB, EP, BF, PG & PC)

MOTION: Vice Chairman Potter moved to approve the Site Plan and Special Permits with conditions.
SECOND: Member Grady
VOTE: 5 – 0 MOTION CARRIES (CB, EP, BF, PG & PC)

OTHER BUSINESS

ANR Training: Seminar on PLANS NOT REQUIRING APPROVAL UNDER THE SUBDIVISION CONTROL LAW
Present to discuss this application: Attorney Karis North, MHTL
Documents used for this hearing (on file in the Planning Board Office)
- “Cohasset Planning Board Duties and Responsibilities of a Planning Board Member and Approval Note Required (ANR) Power Point Presentation prepared by Attorney Karis North, dated January 22, 2020
Attorney North reviewed her Power Point Application for the Board. The first part of the presentation covered how To Be An Effective Board Member: Topics reviewed were Understanding your Board’s authority and responsibilities, and your duties, Knowing your team, Knowledge of how the Board operates, decisions of the Board, Planning Board compositions, Planning Board Authority per MGL, Local Zoning Bylaws, Local General Bylaws and the Board’s Rules and Regulations as well as other rules and laws.

Attorney Karis then reviewed the process of reviewing and endorsing of an ANR (“Approval Not Required” under Subdivision Control Law) plan. Topics reviewed for the Board and those present in the audience were the Legal Authority of an ANR, Frontage, Endorsement, Single Lot Plans.

Meeting of the Zoning Advisory Committee – Discussion of Zoning Articles for 2020 Annual Town Meeting

Others Present for this meeting: S. Woodworth Chittick, Chairman of the Zoning Board of Appeals (ZBA), Charles Higginson, Member of the ZBA and Lee Darst, Associate Member of the ZBA.

Documents used for this hearing (on file in the Planning Board Office):

- Proposed Zoning Bylaws Changes Matrix – prepared by Planning Director, Lauren Lind

Mrs. Lind reviewed the proposed Zoning Bylaw Changes for the group as outlined in the Matrix:

Floodplain and Watershed Protection District Amendment – The Planning Board received a letter in December on this. If these updates to the maps are not adopted at Town Meeting, the Town will automatically be removed from the National Flood Insurance Plan (NFIP). It was agreed to move forward on this.

Ground-Mounted Solar Photovoltaic Installations Overlay District Amendment – the Planning Board has had some informal discussions on this. Chairman Brewer stated that these have happened all over the State on capped landfills. He is concerned about it being over the entire parcel. Attorney North added that this is an Overlay, it’s another zoning layer over the existing zoning.

Zoning Map Update – Whitney Spur Rail Trail Zoning Reclassification – this article will rezone this area from Light Industry to Open Space.

Definitions Amendments – There was a lengthy conversation amongst the members of the Planning, Zoning and staff members as to what definitions they would like to amend at the Annual Town Meeting. It was agreed they would look at Rooming House, Guest House, Single-Family Dwelling, Fast Food Restaurant, Accessory Dwelling Units, and Family. There was an extensive conversation on how to amend the Accessory Dwelling Bylaw so that it would be a more effective bylaw.

Special Permits in the Village Business (VB) District Amendment – this would amend two areas in table of uses. After the initial approval of the VB bylaw, Single Family Dwelling and Veterinary Clinic list the ZBA as the Special Permit Granting authority and not the Planning Board. This bylaw would change that, the listing in the table would go from SP to SPP, thus making the bylaw consistent.

Chairman Brewer asked that everyone submit language to Planning Director Lind prior to the next meeting.

Discussion: Inclusionary Zoning Fee In-Lieu of Units Calculations – There was an extensive conversation about how this should be calculated. The Board will continue the conversation at a future meeting.
Planning Director Updates:

**Status of the Housing Production Plan** – the Town will be receiving the final draft by the Board’s next meeting. The next step is a joint meeting with the Planning Board and the Board of Selectmen.

**Status of the Harbor Plan** – the latest version of the Harbor Plan was received in November. The Harbor Committee is deliberating on that draft this evening. Mrs. Lind also met with Coastal Zone Management (CZM) and the Department of Environmental Protection (DEP) to discuss the latest version of the Chapter 91 Modifications. Mrs. Lind indicated that some of the proposed sections needed to be removed due to conflict with additional state regulations. The Harbor Committee would like her to talk with the development team to discuss the modifications relative to the Cohasset Harbor Inn site. Mrs. Lind would like the Planning Board’s recommendation on whether they should leave some of the proposed Chapter 91 modifications in the plan pertaining to height and the walkway. The Planning Board discussed proposed modifications that coordinate with the Harbor Village Business Overlay District. Vice-Chairman Potter said that he thought it made sense to have a candid conversation with the developers and that all these modifications allow for local flexibility in state regulations.

**MOTION:** Vice Chairman Potter to allow Planning Director Lind to recommend to the Harbor Committee what Chapter 91 modifications should remain in the Harbor Plan.

**SECOND:** Member Frazier

**VOTE:** 5 – 0 MOTION CARRIES (CB, EP, BF, PG & PC)

**Status of the Master Plan Implementation Committee** – This Committee is moving forward and will meet on the second Monday of the month.

**Minutes Approval:**

**MOTION:** Vice Chairman Potter to approve the minutes of November 20, 2019, December 11, 2019 and January 8, 2020.

**SECOND:** Chairman Brewer

**VOTE:** 5 – 0 MOTION CARRIES (CB, EP, & PC)

**MOTION:** Vice Chairman Potter to adjourn the meeting at 9:30 P.M.

**SECOND:** Member Frazier

**VOTE:** 3 – 0 MOTION CARRIES (CB, EP, BF, PG & PC)

**NEXT MEETING:**  WEDNESDAY, February 5, 2020 AT 7:00 P.M.