

**DESIGN REVIEW BOARD
MEETING MINUTES**

January 13, 2016

36 Bartlet Street
3rd Floor Conference Room B

Call to Order:

The meeting was called to order at 6:30pm. Present were members Craig Gibson, Eric Daum, Paul Maue, Anita Renton and Suzanne Korshun.

APPLICATIONS

Salon Inanti, 166 North Main Street

DRB-16-01

A representative from Dawn's Sign Tech, Inc. presented the application. The proposed sign will be attached and not illuminated with a size of 13.5"x100'. The sign will be a flush mount using the colors of black, burgundy and gold with Italic lettering.

Ms. Renton moved to accept the application as submitted.

Mr. Daum seconded the motion.

All in favor (5-0)

DISCUSSION

In-Town Independent Living Overlay District Zoning By-Law

Joe Ponti and Peter Morris presented this proposed zoning by-law change to the Board. A survey was conducted and used to identify a need in Town for less expensive in-town housing available close to services. Residents seeking to "downsize" would like to be close to the downtown area. The proposed housing would be kept in the character of the neighborhoods surrounding the downtown area.

There will be zoning concessions to the seniors to be able to build on smaller lots or convert single family homes to 2 units. There was a forum at the Library in October, 2015 to discuss the pros and cons of the overlay and there will be a follow up discussion on January 26, 2016 at the Library. Joe and Peter are working with the Planning Department to draw up the By-Law.

Peter Morris stated that there is a growing need for the ages of 55-85 for smaller homes. It was discussed that there was nothing in the proposed By-Law addressing the subdivision of lots. It is important to not leave any loop holes for developers. Kathy Urquhart agreed and suggested a limit on purchasing more than 1 lot to reduce density.

Joe Ponti differentiated between affordable and inexpensive. These homes will be inexpensive, not affordable units.

Mr. Gibson inquired if the By-Law was based on surrounding community's By-Laws. Mr. Morris explained that By-Laws from 3-5 different communities were used to piece together the draft. Most notable was the age restriction of over 55; single floor living or a single floor standalone home; accessibility (not ADA compliant). Alternatively, single floor living with stairs to access or the master bedroom on the first floor.

Mr. Daum expressed his concern with keeping the character of the neighborhood if single level homes are built in a neighborhood containing 2-2.5 story building. The single story home would not fit with the neighborhood. Most of these lots will be nonconforming with a requirement of 30,000 square foot lot for

a new construction. Mr. Daum also questioned the size of the homes proposed with 2250 square feet of living space. He ask if this could be reduced to less than 2000 square feet.

Mr. Gibson asked about the conversions requiring 7500 square feet per unit. Mr. Morris explained that this was done to preserve the neighborhoods and keep density down.

Ms. Renton asked if the approval of the Design Review Board will be required for the Special Permit application to move forward. Mr. Ponti stated that if the Design Review Board did not support the By-Law, it was enough for the Planning Board to deny.

Ms. Renton suggested, including in the review process, an advisory letter to the Planning Board stating the concerns of the Design Review Board for the Planning Board to discuss for their approval process of designs.

Mr. Morris suggested the approval process begin with the concept plan to allow the Design Review Board to be involved earlier.

Mr. Gibson asked about the deed restriction for the units. The units will be deeded and have the age restrictive language. Rules similar to condominiums will govern the use of common space and share services for maintenance.

Mr. Daum suggested new construction be limited to 30 dwelling units in each application as there are not many 10 acre lots in the area targeted for the overlay. The Planning Board could decide to increase the total unit count.

The Board discussed suggested changes to the By-Law after Mr. Ponti, Mr. Morris and Ms. Urquhart left the meeting. Ms. Renton will forward the suggested changes to the By-Law to Lisa Schwarz of the Planning Department for her review.

MINUTES

Meeting of July 13, 2015

There were a few minor corrections.

Mr. Gibson motioned to accept the minutes with corrections noted.

Mr. Daum seconded the motion.

Vote: Unanimous (5-0)

Meeting of November 12, 2015

There were a few minor corrections.

Mr. Gibson motioned to accept the minutes with corrections noted.

Mr. Daum seconded the motion.

Vote: Unanimous (5-0)

Meeting of December 9, 2015

Mr. Gibson motioned to accept the minutes as submitted.

Mr. Daum seconded the motion.

Vote: Unanimous (5-0)

Adjournment

There being no further business, the meeting of the Design Review Board for January 13, 2015 was adjourned at 8:09pm.

Respectfully submitted,

Lynn Viselli

Approved at February 10, 2016 DRB meeting