

## **Town of Sharon Planning Board**

### **Minutes of 2/10/22**

### **Meeting held via ZOOM**

#### **Planning Board Members**

David Blaszkowsky, Chair	Pasqualino Pannone Secretary
Rob Maidman, Vice Chair	Peter O'Cain, Town Engineer
Kai Yu absent	
Shannon McLaughlin	

#### **Other Attendees:**

Maria De La Fuente, Elizabeth Ellis, Joe Garber, ZBA Chair

#### **Meeting Initiation**

David Blaszkowsky called the meeting to order at 7:00 PM. Topics to be discussed:

- *Zoning review updates, grant ideas*

#### **Meeting Minutes**

Mr. Pannone moved to approve the 1/13/22 minutes as submitted. Ms. McLaughlin seconded the motion. The Board voted 4-0-0 in favor of approval.

#### **Grants**

Ms. De La Fuente reviewed available grants and described each and which she would be applying to. There is a Mass Town initiative for \$25,000 for small business which was of interest. There is also a community planning grant for infrastructure and economic development. All applications are due by 6/3. She will apply. She provided the grant details.

Community Planning Grant (proposed project: DIF feasibility plan): The Community Planning Grant Program provides funding for technical assistance for Community Planning projects. This competitive grant program awards funds based on the community planning or zoning project's nexus with housing, transportation, infrastructure, economic development, and community development including funding for MBTA Communities seeking compliance with draft guidelines for M.G.L. Chapter 40A, Section 3A. Grants in this category will likely be \$25,000-\$75,000. [Click here for more info.](#)

Urban Agenda (proposed project: Ecotourism marketing Plan): The program is designed to support community economic development that is grounded in collaboration and local leadership development. Generally, applicants should base their project proposal on locally significant economic opportunities. The key is that the project be in direct response to a need or opportunity that the community group has identified and deemed important. The primary funding priorities of the program, based on the development continuum outlined in the Community One Stop for Growth, will be Early Stage Strategy Development and Strategy Implementation by an Existing Cross-Sector Consortium or Coalition.

Given the unprecedented and far-reaching impact of the global pandemic, EOHD will prioritize projects that are developing and/or implementing strategies related to Covid-19 recovery efforts. Applicants should describe the most significant challenges faced by the community and the collaborative approaches that will be pursued to address them. Max award is \$100,000. [Click here for more info.](#)

MassDowntown Initiative (proposed project: small business support): The primary mission of the MDI is to make downtown revitalization an integral part of community development in cities and towns across the Commonwealth. MDI's guiding principles are that the most effective approach to downtown revitalization is a holistic one; that it addresses economic and community development needs; and that it provides a framework of interrelated activities that promote positive change in a downtown to keep it healthy and prosperous. Max award is \$25,000, enough to support 6-8 business.

### **Codification and Role of Planning Board**

Chair Blaszkowsky stated the PB is the sponsor agent to bring codification to Town Meeting. Seven 2 plus hour meetings have been held so far to discuss the zoning bylaws, changes, updates and policies. We are coming up to a busy cycle. Ms. De La Fuente shared the major items from her 2/8 meeting on this topic and reviewed the minutes of the last Zoning Recodification Meeting and the Board discussed and provided their thoughts and opinions.

Joe Garber, Chair of the ZBA, 83 Deerfield Road attended the meeting. Mr. Pannone asked him his thoughts regarding site plan review going to the Planning Board. A discussion ensued of how other towns do it. Ms. De La Fuente provided a schedule of next meetings with Mr. Bobrowski.

Mr. Maidman said the Zoning recodification document is a complicated document for the Planning Board to evaluate because we own it. Need everyone to take a good look to ensure we as a Planning Board conceptually would like to have. The best guide is the Master Plan It will give a good indication if this is in alignment. We need to chop it into sections to make sure it says what we wish.

Chair Blaszkowsky stated that for all future meetings we need 48 hours in advance for receiving materials. The process may be slower with respect to Town Meeting. It is important to get it right. PB as the sponsoring board will be standing up at Town Meeting to ensure it reflects all relevant constituencies.

Chair Blaszkowsky said we cannot have potholes to fall into. He suggested we spend no more than 3 hours per meeting to review.

Mr. Maidman said meetings with Marc are unstructured. He suggests that an agenda be created for materials so that things can be accomplished.

Chair Blaszkowsky suggested to make meetings focused, move through items, and have a substantive discussion.

Mr. Pannone asked what is the approach so we are all not doing the same thing.

Chair Blaszkowsky said we are all responsible as elected members and we need to be conversant in it.

Mr. Maidman said we are now at the point in the process where we have regulation. We have Marc to evaluate if its compliant or not. Maria, Peter and Liz identify changes to Marc and Marc's edits. Then we need to look at it.

With respect to special permit granting authority and site plan review the Board discussed each one with Mr. Garber. He said the ZBA is strict on the issuance of special permits. With reference to site plan review, Mr. Garber said they always went to Mr. Houston.

Ms. De La Fuente created a comparison chart:

### **Special Permit Granting Authority (SPGA)**

Purview	Authority
3.4 Home Occupation	PB
4.0 Dimensional Regulations	ZBA
4.2 Use of Front Setback in BA	ZBA
5.0 Nonconforming Uses and Structures	ZBA
6.5 Performance Standards for Multi-Family and Non-Residential Uses	SPGA or PB
7.0 Adult Uses	ZBA
7.5 Natural Gas Custody Transfer Facilities	ZBA
8.0 ADUs	ZBA
8.2 Senior Housing Facilities	PB
8.3 Open Space Residential District	PB
8.4 Dwelling Conversion	ZBA
8.6 Affordable Housing in BA	PB
9.6 Planned Development District	PB

### **Site Plan Review**

Purview	Authority
4.2.4 Use of Front Setback in BA	PB
6.2.3 Business D Building Performance Standards; Waiver	ZBA
6.3 Performance Standards in LI	ZBA
6.4 Performance Standards in Professional B	ZBA
6.5 Performance Standards for Multi-Family and Non-Residential Uses	ZBA
9.6 Planned Development District	PB

## 10.7 Site Plan Review for Dover Amendment Uses PB

A discussion ensued. Ms. Ellis commented that a special permit decision has to be written up. You need staff to support the process. There are quick timelines. Site plan review doesn't need a write-up except for commercial projects.

Mr. Garber said that the applicant pays the fees to Tom Houston for the special permit and he gives it back to the ZBA to write up the decision. He said the ZBA always did the special permit and has the ability to say we want a site plan review. He is not sure how much smoother it would be if reversed process to include the PB.

Mr. Blaszkowsky said what ought it be. We need a framework for a conversation.

On 2/16 both the ZBA and Planning Board will meet at 6 PM for a joint meeting to discuss this topic.

### **Other items**

Review of Post Office Square Design Guidelines

Zoning Bylaw 4391

There is no definitive plan for the Cape Club yet. All units in Phase 1 are built but not complete.

North Main Street property is a LIP. It will be filed as a comprehensive permit from the ZBA.

The Maskwonicut Bridge should be completed August 2024. Construction will occur around train schedules.

### **Future Scheduled Meetings**

3/3

### **Adjournment**

Mr. Pannone moved to adjourn the meeting and Mr. Maidman seconded the motion. The Board voted 4-0-0 to adjourn at 9:00 PM.