

Town of Sharon Planning Board

Minutes of 7/20/23

Meeting held via ZOOM

Planning Board Members

Pasqualino Pannone, Chair	David Blaszkowsky
Rob Maidman, Vice Chair	Peter O'Cain, Town Engineer
Xander Shapiro	
Shannon McLaughlin, Secretary	

Other Attendees

Sonal Pai, Laura Nelson, Georgeann Lewis, Matt MacDonald, Siobhan Donahue, Bob Shelmerdine

Meeting Initiation

Chair Pannone called the meeting to order (via ZOOM) at 7:02 PM.

Meeting Minutes

Mr. Blaszkowsky moved to accept the minute of 4/27. Mr. Shapiro seconded the motion. Via roll call vote, the PB voted 4-0-0 in favor of approval.

Vote to make Town Engineer Agent for the Planning Board for all future lot releases

This topic will be on a future agenda.

40B Presentation

Chair Pannone said after the 40B discussion surrounding Edgehill Road he asked for a refresher on 40B procedures, obligations, etc. Sonal Pai of the DPW provided the presentation below.

Mr. O'Cain said the ZBA makes the final decisions. He said they have had one hearing on the project.

Chair Pannone said we received a request for comment and we did not respond. The Select Board approved this 1 year ago. This is the first step in the process. The formal request was provided to the ZBA. Sonal's presentation is to help explain the process. The Planning Board does not have authority other than the comment period to the ZBA. Be aware of process and procedures. We need clarity. The presentation is a broad overview, not specific to any project.

Mr. O'Cain said it is filed as a LIP (rental project).

Chair Pannone said maybe we can make it a precedent to the Select Board that the Planning Board be included in the discussion and asked for an opinion.

Mr. Blaszkowsky said we don't have any influence unless it's an appeal for 40B.

Ms. McLaughlin expressed that she likes the suggestion about the Select Board opening doors to more communication and collaboration.

Laura Nelson of Edgehill Road asked if the presentation would be placed on the website.

Mr. O'Cain said each ZBA correspondence should be on the ZBA Town website.

40B and 40B LIP Application Process and general information – In order to be eligible to rent or purchase a restricted unit the household's income shall not exceed 80% of the AMI(Area Median Income). Also the households spends no more than 30% of their income on housing costs which includes mortgage, property tax, insurance, condo fee if any.	
At least 10% of the units in comprehensive permit developments have to have 3 or more bedrooms to protect the families with children from housing discrimination.	
In a rental or ALF development, if at least 25% of units are occupied by households earning 80% or less than AMI or if at least 20% units are occupied by households earning 50% or less of AMI, then all units in the rental development shall be eligible for inclusion on the SHI (Subsidized Housing Inventory).If fewer than mentioned units are affordable then only the units that meet the requirements shall be included.	
40B LIP (Local Initiative Program)	40B
DHCD issues a site eligibility letter for a project which is a prerequisite for a developer to apply for a comprehensive permit.LIP is a state(DHCD now known as Executive Office of Housing and livable Communities-EOHLC) program.	Subsidizing agency will issue a eligibility letter after consulting select board -as part of it Planning board should be asked to weigh in on the project's relationship to the town master plan if the plan is current and actively being implemented.(page 13 of 40B handbook)
Select board writes a letter of endorsement.	ZBA may ask other boards for support letters but not required.
Developer files a comprehensive permit with the ZBA.Public hearing must open within 30 days of the receipt of the permit application.	Developer files a comprehensive permit with the ZBA. Public hearing must open within 30 days of the receipt of the permit application.
Within 7 days of filing , ZBA should request comments from planning board, conservation commission, board of health, polic department, fire department, building department, Historic commission, water department.	Within 7 days of filing , ZBA should request comments from planning board, conservation commission, board of health, polic department, fire department, building department, Historic commission, water department.
the ZBA must close the public hearing within 180 days from the opening unless applicant has agreed in writing to an extension.	the ZBA must close the public hearing within 180 days from the opening unless applicant has agreed in writing to an extension.
LIP projects are subjected to profit limitations. For homeownership projects, profit can not be more than 20% of the total development project. For rental and cooperative housing projects, distribution of return is limited to max 10% equity per year.	For homeownership projects, profit can not be more than 20% of the total development project. For rental and cooperative housing projects, distribution of return is limited to max 10% equity per year.
EOHLC provides technical support to both the town and the developer for LIP projects.	Within 15 days of opening of the public hearing, ZBA must notify the applicant if ZBA believes it can deny the comprehensive permit because the community has met a statutory minimum or qualifies under another safe harbor provisions.
For LIP projects the contractors don't have to go through Mass Housing funding so more flexibility in terms of financing	40B projects have to go through Mass Housing funding program. But assistance with financing for 40B's provided.
One advantage of doing a LIP project is it reduces the likelihood of an appeal.	

Cape Club Form A

Mr. Shelmerdine said on this Form A for the Cape Club, parcel B is added to the plan to clearly show where B is. He has added the square footage to the plan and added a column to show the original areas footage.

Mr. O'Cain said he wants Mr. Houston to make sure the land area matches what is supposed to be there.

Mr. Houston said the original plan needs to be recorded. An 81X plan will be created so there is a clear understanding of what lot 1,2 and 3 will look like.

Mr. Blaszkowsky moved to accept the plan subject to changes requested by Peter O'Cain and designate Town Engineer, Peter O'Cain as Agent of the Board to ensure its completed to his

specifications. Mr. Shapiro seconded the motion. By roll call vote all members voted yes for a vote of 5-0-0 in favor of approval.

Officer Elections

Mr. Shapiro moved to appoint both Ms. McLaughlin and Mr. Blaszkowsky as the two primary members to the Capital Outlay Committee and Mr. Maidman as the alternate. Mr. Maidman seconded the motion. By a roll call vote of 5-0-0, the Planning Board Capital Outlay Appointees are as follows:

Shannon McLaughlin - Member
David Blaszkowsky - Member
Rob Maidman - Alternate

Mr. Maidman moved to appoint Shannon McLaughlin as Chair of the Planning Board. Mr. Shapiro seconded the motion. By a roll call vote of 5-0-0, the Planning Board appointed Ms. McLaughlin as Chair.

Ms. McLaughlin moved to appoint Xander Shapiro as Vice Chair of the Planning Board. Mr. Maidman seconded the motion. By a roll call vote of 5-0-0, the Planning Board appointed Mr. Shapiro as Vice Chair.

Chair Pannone moved to appoint Rob Maidman as Secretary of the Planning Board. Ms. McLaughlin seconded the motion. By a roll call vote of 5-0-0, the Planning Board appointed Mr. Maidman as Secretary.

By a roll call vote of 5-0-0, the Planning Board Officers are as follows:

Shannon McLaughlin - Chair
Xander Shapiro - Vice Chair
Rob Maidman - Secretary

MBTA Public Outreach

Sonal Pai said she reached out to Laura Smead and asked for cost for a community engagement for two sessions. The deadline for this is January, 2024. DHCD will help in background for community engagement and will provide ideas.

Chair Pannone asked what does community engagement outreach entail? Local events? Reports? Ms. Pai said she will look into this.

Mr. O'Cain said that J.M. Goldson had posted on LinkedIn that they are finding that surveys reach a larger audience than only holding public meetings.

Chair Pannone said this is about educating people. How would this translate to a survey? This is more informational.

Ms. Pai said that Arlington put together an FAQ which might be helpful here in Sharon.

Mr. Blaszkowsky said what works at attracting attention? This will impact how much we should spend. We want an optimal choice.

Chair Pannone said the reason we are asking about the service is there are multiple media avenues, never one path.

Other

Mr. O'Cain said there will be other zoning articles coming pertaining to FEMA Map and policy changes, MBTA Zoning and the some various zoning bylaw language needs to change. The Building Inspector will need to be involved.

Chair Pannone said he would like a joint meeting with the ZBA scheduled. He would like a PB liaison to the ZBA. Mr. Maidman said he would be the voice of the PB.

Next Meeting Dates

8/17

Adjournment

Mr. Blaszkowsky moved to adjourn at 8:34 PM. Mr. Maidman seconded the motion. The Board voted 5-0-0 in favor of adjourning.