



TOWN OF MEDFIELD

Office of the

PLANNING BOARD

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

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MEETING OF:
February 1, 2021
MINUTES

Members Present via Zoom Meeting: Chair Teresa James, Paul McKechnie; Sarah Lemke; Jim Brand; Seth Meehan; Blake McDermott, Associate Member

Members Absent: Jamie Sullivan, Associate Member

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

Others Present: Cynthia Greene, Fred Davis, Chris McCue Potts, Andy Rafter

Location: Virtual Zoom Meeting

At approximately 7:31pm, Chair Teresa James 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 Medfield 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 – not in attendance, tabled

Teresa James – Mupdate (Medfield TV Update)

Ms. James discussed the platform for representing the Planning Board on the latest Mupdate with Medfield TV.

Christine McCue Potts - Scenic Roads Discussion

Ms. McCue Potts said the Townwide Master Planning process brought the Scenic Roads to mind. Ms. Potts said the last update on scenic roads was in 2014. Ms. Potts has reached out to Boards to consider the Scenic Road status; Scenic road distinction protects stone wall and shade trees on the right-of-way. Ms. Potts said there are a lot of beautiful New England roads in Medfield that do not have scenic road status. Ms. Potts said she is a realist and realizes there is only limited amount of protection that scenic roads provide. Ms. Potts said she did research in the Housing Production Plan and the Open Space Plan to see which roads were mentioned

the most that do not have scenic Road status. Ms. Potts consulted with Richard DeSorgher and John Thompson. Ms. Potts said her research and informal poll with DeSorgher and Thompson suggested Elm Street, Plain Street, and Farm Street. Ms. Potts said the Conservation Commission added Nebo Street to the list.

Ms. Potts wanted to bring the idea of Elm Street, Plain Street, Farm Street, and Nebo Street getting scenic road status to the Planning Board for feedback. Ms. Raposa said Ms. Potts met with her and Maurice Goulet, Director of Public Works, and reviewed what the status of a scenic road does and does not do. Ms. Raposa said generally, Ms. Potts idea was supported with a few caveats. Chair James asked why Hospital Road was not listed. Ms. Potts said it could be added. Ms. Raposa suggested Millbrook Road.

Ms. Potts said the Planning Board has “lead the charge of scenic roads in the past at the ATM. Ms. Lemke said she is in support of all of the streets however she has mixed feelings about Hospital Road. Ms. Lemke said MSH is highly regulated already. Chair James agreed with Ms. Lemke. Mr. Meehan said that scenic roads do not “come up” that often. Mr. Meehan asked how scenic roads are enforced. Ms. Raposa said a “scenic road” marker is added to the street sign but unfortunately there is no GIS mapping layer. Ms. Raposa said other than a list posted on the Planning Board’s website; scenic roads are not necessarily noted. Ms. Raposa said there is a Tree Warden and if a tree is in question on a scenic road; there would be a joint meeting with the Planning Board and the Tree Warden. Ms. Raposa said if it is a stonewall is in question; the Planning Board would hold the meeting. Mr. Meehan said he is in support but is wondering what is the “so what.” Ms. Raposa said the street signs do help and neighbors are always the silent enforcers. Mr. Meehan said he is curious as to how the residents of the proposed streets would feel about a scenic designation. Ms. Blake McDermott said she lives on Elm Street across from Wheelock School. Ms. McDermott said she wouldn’t call her section of Elm Street “scenic”. Ms. Lemke said that she previously lived on Philip Street and appreciated the distinction.

Chair James said she is curious about the connectivity though sidewalks. Chair James is wondering about the impact for sidewalk expansion on scenic roads. Ms. Potts said the conversation with Mr. Goulet was not a straight response due to sidewalk expansion planning. Ms. Raposa said the language in the statute give Public Works a bit of a loop-hole; more than a property owner. Mr. McKechnie said he is in support of the scenic road idea and likes the list of streets submitted. Mr. Brand agrees. Chair James asked if any other boards have commented. Ms. Potts said the Conservation Commission is in support and she is meeting with the Historical Commission later in the month. Ms. Potts said she is in the process of reaching out to residents that live on the streets discussed. Ms. Raposa suggested circling back with the Planning Board in March. Ms. Raposa suggested submitting the entire list with support from all three boards; Planning Board, Conservation Commission and Historical Commission.

Mr. Andy Rafter, Elm Street said he believes it is great to have scenic road distinction. Mr. Rafter said he attended the traffic study meeting about the proposed new school on Elm Street and the discussion was about bike lanes and sidewalks. Mr. Rafter asked how bike lanes and sidewalks would work on a scenic road. Ms. Raposa said scenic roads can have bike lanes and sidewalks; the statute is for protection of shade trees and stonewalls. Ms. Lemke said sidewalk expansion and bike lanes would need to come before the Planning Board. Ms. Lemke said the process is for further review; not prohibiting them. Ms. Potts noted the Planning Board meetings would be public; allowing for public comment. Ms. Raposa noted that abutters are not notified in that process. Ms. Potts thanked the Board for their time and will come back to a meeting in March.

At approximately 8:00 pm, Chair James opened the public hearing and read the following:

Pursuant to the provisions of MGL ch. 40A §5, the Medfield Planning Board will hold a public hearing at 7:35 p.m. on Monday, February 1, 2021, via ZOOM, for the purpose of accepting public comments on the following proposed amendments to the Town of Medfield Zoning By-laws:

- **Item 1: Proposed Rezone of 37 Janes Avenue**
- **Item 2: Adult-Only Retail Tobacco Store**
- **Item 3: Food Trucks / Mobile Food Vendor**
- **Item 4: Encroachment of Decks, Porches, Etc., Into The Required Setback-**
- **Item 5: Permitting for Accessory Structures (i.e. Sheds) Under 200 sf**
- **Item 6: Solar Photovoltaic Facilities Overlay District (PVOD)SR shared screen**

Ms. Raposa discussed the items with Board using a shared screen.

- **Item 1: Proposed Rezone of 37 Janes Avenue** – Ms. Raposa said the Mann family owns 337 Janes Avenue and was actively discussing this amendment prior to COVID-19. Ms. Raposa said that Mr. Mann is not feeling well and they were unable to attend tonight’s meeting. Ms. Raposa said the Planning Board has always been in support of this amendment. No Board member had additional comments.
- **Item 2: Adult-Only Retail Tobacco Store** –Ms. Raposa said this amendment was recommended by Mark Cerel, Town Counsel, to prohibit a vape store as a sole use throughout Medfield. Ms. Raposa said the Board of Health only has a certain number of permits for selling tobacco produce. The Board of Health has reached the number of permit so this article might not be necessary however it is an extra layer of protection. No Board member had additional comments.
- **Item 3: Food Trucks / Mobile Food Vendor** – Ms. Raposa said food trucks are not currently allowed under Medfield bylaws however exceptions have been made for the past two years. Ms. Raposa said the amendment would require site plan approval and would be considered a change of use determination. The Board would have the opportunity to look at all of the potential impacts and give approvals with specific conditions. Ms. Raposa noted this would not be for one day events of the school food trucks.
- **Item 4: Encroachment of Decks, Porches, Etc., Into the Required Setback-** Ms. Raposa said the current bylaw does not allow decks or porches to encroach setbacks. Ms. Raposa said the ZBA sees encroachment applications with some frequency. Ms. Raposa said most decks or porches are preexisting non-conforming and a Special Permit is required to encroach further. Ms. Raposa said for the applications that are not preexisting non-conforming a variance is required and generally there is no convincing rational for the ZBA to grant the variance. Ms. Raposa said this amendment would allow for a Special Permit for any extension into the setback. Ms. Raposa said the encroachment would be capped off at 6 feet and be allowed for the front and rear setback only. Mr. McKechnie asked about side setbacks. Ms. Raposa said side setbacks are a bit trickier because they are so small anyway and the Planning Board can see how this proposed amendment goes and possible add the side setback amendment later.
- **Item 5: Permitting for Accessory Structures (i.e. Sheds) Under 200 sf** – Ms. Raposa said this amendment is to align sheds requirement with the state building code. Ms. Raposa said this amendment was at the suggestion of the Building Commissioner. No Board member had additional comments.
- **Item 6: Solar Photovoltaic Facilities Overlay District (PVOD)** - Ms. Raposa shared her screen and promoted Ms. Cynthia Greene and Mr. Fred Davis of the Energy Committee. Ms. Raposa reviewed the slides

submitted by MAPC. Ms. Raposa discussed the zoning draft timeline; the draft started in the fall of 2020, the Board is currently in the process of community engagement and feedback. Ms. Raposa noted that the final language due to Town Administration/BOS by mid-March Ms. Raposa said the goal of this meeting is to run through the draft bylaw proposed by MAPC and any comments received. Ms. Raposa said the public hearing will be continued and the final language will be reviewed and hopefully voted on at the next meeting.

Ms. Raposa continued to review the slides with the Board. Ms. Raposa feels the MAPC slides are helpful in explaining why the Planning Board wants a PVOD. Ms. Raposa reviewed the Solar Energy systems sizes and definitions that are proposed. Ms. Raposa feels the chart created by MAPC will be helpful for residents. MAPC also created visuals to explain the sizes of the potential systems. Ms. Raposa reviewed the table of dimensional requirements for different sized systems. Ms. Greene asked why medium ground mounted systems are not allowed in the IE district. Ms. Raposa needs to clarify and will follow up with the Board. Ms. Greene asked if solar parking canopies would be allowed at the school parking lots. Ms. Raposa said yes; because there is a municipal category. Mr. Meehan inquired about the Medfield State Hospital site. Ms. Raposa said she needs to work with the MSH Zoning to make sure the language is the same and not conflicting. Mr. Davis said the Energy Committee has been working with the MSHDC and has made a number of suggestions to the draft RFP.

Other versions for review:

- Existing Text of Article 19
- Proposed Text of Article 19
- Redlined Text of Article 19 (existing and proposed language in one document)

Ms. Raposa shared the track changes of the bylaw with the Board for review. Mr. Meehan said going through the slides was very helpful in explaining the sizing of the systems. Mr. Meehan suggested creating abbreviations for “small ground mounted” and all the size variations to “clean” up the language of the bylaw a bit. Chair James asked if the large ground mounted systems should be regulated by lot coverage. Ms. Raposa said she could explore that option later and more consulting would be needed. Ms. Greene is asking is the size should be determined by the square footage of array because the kilo-watts will change over time. Ms. Raposa said that she is not an expert on the subject so unfortunately a consultant would be needed for that type of a change. Mr. Davis suggested Ms. Raposa check with Mr. Nick Milano, Assistant Town Administrator, regarding the monies spent on SDA – Solar Design Associates.

Ms. Raposa reviewed the bylaw draft with the Board and confirmed, to Ms. Greene’s point, the IE district was missed in the previous table. Ms. Raposa discussed the permitting section of the bylaw and will work into a table to make the process easier to understand. Ms. Raposa wants the table to include “what” the system is, “where” the system is allowed and “how” the system is permitted.

Mr. Davis said he spoke at the BOS meeting one month ago. Mr. Davis is very grateful to the Planning Board. Mr. Davis said we are in a climate emergency, we have been in a climate emergency and we will continue to be in a climate emergency. Mr. Davis said the Planning Board is already aware of the emergency and acting in the right direction. Mr. Davis said the Governor’s Plan came out for 2050; the plan is being described as the most far reaching and the most detailed. Mr. Davis said the plan for 2030 also came out. Mr. Davis said how important it is to constantly being doing things for climate control and maximize opportunities for solar. Mr. Davis said the Energy Committee has two articles at Town Meeting. Mr. Davis said the next Energy Committee meeting is this Friday.

Ms. Lemke made a motion to continue to the public hearing until February 22, 2021 at 7:35 pm. Seconded by Mr. McKechnie. Roll Call Vote: Jim Brand = yes; Teresa James = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 5-0.

Administrative

Annual/Special Town Meeting Prep (State Zoning Amendments, Zoning Diagnostic, Stormwater Bylaws)

Ms. Raposa said the Zoning Diagnostic review is approximately \$15,000 to \$20,000. Ms. Raposa sent Administration a placeholder for \$20,000 but is trying to use an encumbrance from this year to next year to reduce the ask at ATM.

State zoning amendments – Ms. Raposa said she is not clear as to the changes regarding multi-family zoning for MBTA communities and she is waiting for additional guidance.

Stormwater Bylaw– Ms. Raposa said that amendments are required to conform to MS4 permit.

Medfield State Hospital Update (if needed) Ms. Raposa said the MSHDC is on the BOS agenda for the next two meetings.

Townwide Master Planning Committee (if needed) – Chair James said Mr. Jay Duncan of the TWMPCC presented to the BOS last week. The TWMPCC will be meeting at the end of the month to discuss how to move forward after the BOS feedback.

Affordable Housing Trust Update (if needed) –Mr. Brand said the RFP for Hinkley South is posted. Ms. Raposa said the response to the RFP has been good. Ms. Raposa said the BOS are discussing a “land swap” idea between Hinkley South and Pound Street. Mr. Brand said a subgroup is going to be created to work with the Housing Authority regarding their new RFP for Pound Street. Mr. Brand said the AHT is still pursuing the idea of a group home. Ms. Raposa said she is trying to gather more information from the Secretary of States office regarding the 2020 Federal Census. Ms. Raposa will be strategizing with the AHT about the Census information and how it affects safe harbor

Historical Commission Update (if needed) – Mr. Meehan said the Commission is looking for new members. Mr. Meehan and the Commission attended a site visit at the Clark Tavern. Mr. Meehan said next meeting for the Historical Commission is February 10, 2021 where they will review the demo permit for the Clark Tavern.

Minutes (1/4/21) Mr. McKechnie made a motion to approve the minutes from January 4, 2021 with edits. Seconded by Ms. Lemke. Roll Call Vote: Jim Brand = yes; Teresa James = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 5-0.

ADJOURNMENT

At approximately 9:27 pm, Ms. Lemke made a motion to adjourn. Seconded by Mr. McKechnie. Roll Call Vote: Jim Brand = yes; Teresa James = yes; Sarah Lemke = yes; Seth Meehan = yes; Paul McKechnie = yes. The Vote: 5-0.

Respectfully submitted,

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

