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TOWN OF BURLINGTON
ZONING BYLAW REVIEW COMMITTEE (ZBRC) MINUTES
May 4, 2022

Chair Shari Ellis called the May 4, 2022, Zoning Bylaw Review Committee to order at 6:30 PM remotely via Zoom.

Voting Members Present: Shari Ellis, Betsey Hughes, Cathy Beyer, Michael Murray, Ed Parsons, Sally Willard

Voting Members Absent: Mark Donahue, Tamara Maniscalco, Greg Ryan

Non-Voting Members Present: Mark Dupell, Ernie Covino

Non-Voting Members Absent:

Guests: Kristin Kassner, Susan Kadilak

1. Public Participation - None

2. May Zoning Warrant Articles

- a. Groundwater Separation – Planning Department
 - a. Kristin updated the committee noting that they tried to keep it as simple as possible, and they felt that the way the discussions have been going they need to step back and regroup for September.
(Ed Parsons left at 6:47pm)
 - b. Town Center Multifamily District – Novaya Real Estate Ventures
 - a. Shari noted she would be submitting the amendment to be made on the floor of Town Meeting.
 - c. Northwest Park PDD Amendment - Nordblom Development Company

Action Items:

3. Future ZBL Amendments - updates and discussions

- a. Signage
 - Sally updated the committee noting the Signed Bylaw and Signage Districts for some time now. Specifically in the Town Center Overlay and Town Center Signage District. They have worked through definitions of the signed they would approve for the Town Center Signage District, created an amendment for the Overlay District and have created a map to cover. They have defined Town Center Signage District by identifying the signs they desire, dimensions and specific characteristics and materials. They are unable to move forward until there is an underlying supporting structure. They are currently working with a draft and looking to add a table that defines the style items instead of the size items.
 - Sally also noted that the former 3A Town Center Overlay Committee served a useful purpose reviewing anything that might come before the Building Inspector but included a subjective nature (look and feel). There



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is a need for a committee to review the signage as every sign does not need to go to Planning Board. They would like to reconstitute a permanent Design Review Committee (or Town Center Design Review Committee). Idea is to replicate an advisory committee that is advisory to the Planning Board. This would help the ZBA but having issues go through the DRC. When it comes to changing buildings, the DRC would assist the Planning Board.

- i. Kristin added that in the absence of the 3A Committee, the Planning Board is the committee to discuss design review. Kristin asked if the advisory doesn't go to the Planning Board, does the DRC have the ability to approve or disapprove. Mark noted that the DRC committee would smooth out the design criteria before going to the Building Department as they would be more advisory than having authority.
 - ii. Kristin also wanted clarification on the Town Signage Districts and zones. Sally noted that the Town Center Overlay is a special district, so this would be the first signage district. As for the remaining signage districts, they are still working on options and are still looking for ideas and opinions.
 - iii. Cathy asked if this would be an advisory committee. Sally noted it will be an advisory to the Planning Board. Cathy also asked the number of people who would be on the committee. Sally noted they were envisioning seven participants including the Economic Development Director, rep from the Building Department, a rep from the Planning Board/ Planning Department, two commercial representatives and two town residents.
- b. Accessory Structures - no discussion
 - c. Housing
 - Shari noted that this might be a larger conversation and might rely more on Planning Board.

Action Items:

4. Approval of Minutes: 04/13/2022

- Approved as amended
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Documents Referenced:

- 2250509_TCM Zoning Amendment – ZBRC Amended Version

Motion to Adjourn: 7:21 pm

*Respectfully Submitted,
Emily O'Donoghue, Recording Clerk*

Approved: June 8, 2022 [3-0-3]