

*Minutes of the August 19, 2019 Regular Meeting of the Planning Board*

*WELLESLEY PLANNING BOARD*  
MONDAY, AUGUST 19, 2019, 6:30 P.M.  
TOWN HALL – GREAT HALL

MINUTES

*The Planning Board guides the Town of Wellesley in preserving and enhancing Wellesley's quality of life by fostering a diverse housing stock, multi-modal transportation options, valuable natural resources, resilient infrastructure, and a thriving local economy. The Planning Board achieves these goals through the creation and implementation of Zoning Bylaws, policies, long-term planning and by promoting citizen participation in the planning process.*

**Planning Board Present:** Chair Catherine Johnson, Vice-Chair Jim Roberti, Secretary Kathleen Woodward, Frank Pinto and Associate Member Sheila Olson

**Staff Present:** Interim Planning Director Laura Harbottle

**Absent:** Patricia Mallett

**1. Call to Order**

Ms. Johnson called the meeting to order at 6:30 p.m.

**2. Public Comments on Matters Not on the Agenda – Citizen Speak**

There were no public comments.

**3. New Applications and/or Public Hearings**

*Materials distributed to, and considered by the Planning Board regarding this agenda item are retained with the official set of minutes available at the Planning Department Office.*

a. Consider Major Revision, LHR 18-07 Large House Review for 20 Old Farm Road

Present: Daniel Reynolds of Daniel H. Reynolds Design Collaborative, LLC and Jose Saliva, Chair of the Design Review Board

Mr. Reynolds presented various changes to the 20 Old Farm Road project:

- Change in clapboard exposure from 5" to 7" (as displayed in drawings). Mr. Reynolds stated that the change made for a cleaner appearance. Ms. Johnson commented that the larger clapboard reduces the appearance of the house. Ms. Woodward queried about depth comparison. Mr. Salvia noted that the 2" difference was not much, but did reflect a texture change. He noted that such change, did not alter the scale aspect of the house.
- Sliders shifting towards the outside corners slightly.

- Window change from a wide single unit to two separate 42x42 units to accommodate a change in the kitchen. Ms. Johnson noted that the change was being made in the rear of the house. Mr. Saliva agreed that leniency could be afforded in the rear of the house, but consistency was preferred. He acknowledged the kitchen functionality aspect.
- Inclusion of three pipe snow rail and guard assemblies on the slate clad roof. Ms. Johnson noted that this addition would help to prevent snow from falling over doorways. Mr. Saliva inquired about the roof material. Mr. Reynolds responded slate was being used. Ms. Woodward endorsed the snow rail and guard assemblies from the perspective of safety.
- Change from a single large picture/french casement window unit to two identical French casement windows. Ms. Johnson stated that she had no problem with such change.
- Change from a swinging French door to a sliding French door. Ms. Johnson asked if one of the door panels would be stationary and the other sliding. Mr. Reynolds confirmed that to be the case.

Ms. Johnson stated that Board members were fine with the detailed changes and appreciated Mr. Soliva's help.

**Mr. Roberti motioned that the Board approve major revision, LHR 18-07 Large House Review for 20 Old Farm Road, and approved the changes set forth in the letter from Daniel Reynolds dated 7/24/19 and accompanying plans, with the exception of one typo. Ms. Woodward seconded the motion. The Board voted unanimously (4-0) to approve the motion.**

#### **4. Planning Board Chair Report**

Ms. Johnson announced a Special Town Meeting regarding the Hunnewell School was scheduled for December 9 and 10, 2019. She added that the project is moving from the feasibility phase to the design phase.

Ms. Johnson announced that she was asked by Ms. Jop to write a letter of support for CHAPA (Community Housing and Planning Association) which is offering grants for municipal engagement initiatives. She noted that this would help with staff training in regards to affordable housing and related matters. Professional development and expansion/enrichment training was an area recognized as being needed. Ms. Johnson distributed her draft CHAPA letter of endorsement for Board approval/suggestion and added that the letter was due Thursday, August 22, 2019.

Ms. Johnson informed the Board that the Board of Selectmen are forming a Housing Forum, which is an offshoot of the Housing Production Plan. She added that the Planning Board has principal participation with the Board of Selectmen in this Forum, as well as, other stakeholders.

The League of Women Voters will sponsor Town Departments and Board "meet-ups" on October 24, 2019; with location to be determined. Mr. Roberti noted that he participated in the program last year and found the session to work very well and provided the public with information. Ms.

Woodward stated that the event presented great opportunity for helpful conversations between Town organizations/boards and promotes collaboration.

Ms. Johnson recognized Tucker Beckett, the new part-time staff planner who started last week and attended a Design Review Board meeting. She added that Claudia Zarazua is not returning to the Planning position and that job is currently posted. Ms. Johnson mentioned that several candidates are being interviewed in order to make a decision in the next week or so. She noted that Planning Board Director interviews might be included as part of the September 16<sup>th</sup> Board meeting.

## 5. Minutes

*Materials distributed to, and considered by, the Planning Board regarding this agenda item are retained with the official set of minutes available at the Planning Department Office.*

Ms. Johnson noted typographical amendments on the draft minutes.

**Mr. Roberti moved to approve the minutes for April 3, 2019; April 24, 2019; July 15, 2019 and August 5, 2019, with typographical changes made. Ms. Woodward seconded the motion. The Board voted unanimously (4-0) to approve the motion.**

## 6. Other Business

Interim Planning Director's Report

Ms. Harbottle mentioned that the Large House Review Process might be undergoing some streamlining. She detailed that DPW and Police Department review of the Site Management Plan can take some time and she and George Saraceno of Engineering will be meeting in order to discuss possible efficiencies. She assured that the Planning Board piece of the process would not be changed.

Ms. Johnson commented if such LHR efficiency changes were agreed upon, they must be officially voted on at a Planning Board public hearing. Ms. Harbottle responded that there would be opportunity for the Board to discuss such efficiency proposals before voting upon them.

Ms. Harbottle noted that Wellesley status as a "green community" provides for yearly opportunity for grant funding regarding energy efficiency improvements. She explained consultants are being interviewed for the Municipal Vulnerability Program which serves to educate the public regarding climate change and related effects/aspects. Natural Resources Commission is leading this effort. Ms. Johnson asked if a Planning Board member/staff member or liaison would be participating in the Municipal Vulnerability Program. Ms. Harbottle agreed that such staff assignment would be a good idea.

Ms. Woodward asked if there is an assigned listing of such consultants. Ms. Harbottle responded that the listing includes consultants that have been certified in the Municipal Vulnerability Program process and such consultant would be chosen.

There being no further business, Ms. Johnson adjourned the meeting at 7:20 p.m.

Next Meeting: September 3, 2019

Minutes Approved: September 16, 2019

Laura Harbottle, AICP  
Interim Planning Director