

**Meeting of the Planning Board  
Thursday, February 23, 2023**

The 18<sup>th</sup> meeting of the Milton Planning Board for FY2023 was called to order at 7:07 p.m. in the Blute Conference Room of Town Hall.

**Present:** Planning Board members Meredith Hall (Chair), Cheryl Tougias (Secretary), Sean Fahy, Richard Boehler (remote), Director of Planning and Community Development Tim Czerwienski (remote), Assistant Town Planner Josh Eckart-Lee and Sr. Administrative Clerk Julia Getman.

**Absent:** Member Maggie Oldfield.

**1. Administrative Items:**

Approval of meeting minutes was deferred. Upcoming meetings were confirmed for March 16<sup>th</sup> and 30<sup>th</sup>.

Staff Update:

Mr. Czerwienski discussed plans to reorganize the Planning Department web page and said that grant money had been received to upgrade the town's website. He stated that there were 93 attendees at the February 16<sup>th</sup> MBTA zoning forum and that Utile consultants would be completing a first draft of a compliance module before addressing the fiscal impacts of the zoning. He said that the Planning Board would appoint a designee to the Climate Action Committee, recently established by the Select Board. He updated the Board on the bylaw recodification process and discussed the role of the Bylaw Review Committee.

**2. Citizens Speak:** Ellen Stoddard of 251 Canton Ave. stated that a petition supporting an article regulating outdoor lighting had received 180 signatures and that an ordinance was necessary. She discussed organizations that provide model lighting regulations and referenced an ordinance drafted by the Town in 2015.

**3. Public Hearing: 1200 Brush Hill Rd. Scenic Road Permit (cont.' from 2/9)**

On a motion by Ms. Tougias, seconded by Mr. Fahy, the hearing was continued 4/0/0 to 7:05 on March 16<sup>th</sup> at the applicant's request.

**4. Public Hearing: 440 Granite Ave. Site Plan Approval (cont.' from 2/9)**

Attorney Marion McEttrick, representing the applicant, stated that the hearing was "in tandem" with review by the Zoning Board of Appeals (ZBA), which would revisit the application in mid-March. She said that the Town Engineer had approved a peer review of the drainage plans and that no significant stormwater structures would be added to the site. A Howard Stein Hudson construction management plan was discussed. The phasing, scheduling, and duration of the construction process, as well as staging areas, work hours, truck routes, site access, fencing, utilities, traffic dust and rodent control, snow removal and demolition precautions were addressed.

Vinod Kalikiri, Sr. Project Manager for VHB engineering, discussed traffic studies based on national standards for traffic analysis and control. He said that an impact study was conducted in April of 2021 for a larger project and that a technical peer review had yielded "modest" traffic impacts at peak hours. A second analysis for the current plan was conducted in November of 2022. He said that delays and queues, trip generation, and level of service would be minimally impacted and that gaps in traffic flow on Mechanic St. would be assessed. He said that street parking would be improved and that drop off/pick up areas for car shares and curbside services had been addressed. Work-at-home trends resulting from the pandemic were considered.

It was noted that the building may voluntarily comply with the specialized stretch code considering its energy efficiency features. Ms. McEttrick discussed the challenges of meeting parking requirements should the plans revert to three commercial spaces, and it was suggested that creative, flexible parking

arrangements be considered. Ms. Tougias suggested asking town counsel what standing the Planning Board has in requiring traditional architectural design under Site Plan Approval with no adopted design guidelines in place. On a motion by Ms. Tougias, seconded by Mr. Fahy, the public hearing was continued to March 30<sup>th</sup> at 7:05, 4/0/0.

## **5. Old Business:**

### **Request for Proposals for Consultant Services for East Milton Mixed-Use Zoning:**

Mr. Czerwienski discussed the selection criteria for the RFP solicitation process and said that three levels of approval would be applied by Board members: “highly advantageous,” “advantageous” and “not advantageous,” based on qualifications rather than price. Ratings were grounded on criteria including professional qualifications, depth of experience with similar projects, ability and knowledge to serve as a resource to the town, strength of client references, approach and understanding of project components and public outreach needs, ability to meet budgets and schedules, and familiarity with Milton or similar towns. It was noted that the bids were received on February 2<sup>nd</sup> and would be active for 60 days.

Weston & Sampson: The firm was believed to be large and well-connected but engineering-oriented with little experience writing zoning, minimal emphasis on engaging the community and little familiarity with the site. It was considered non-advantageous.

J.M. Goldson: Ms. Tougias noted the firm’s lack of an architect on staff, experience with design guidelines or knowledge of the “complex” conditions of the site, but was considered experienced in other fields. She rated it advantageous. Ms. Hall noted the firm’s “balanced approach” to historic elements and planning, effective community outreach and approach, and experienced staff. She believed it to be highly advantageous.

Utile: Ms. Tougias mentioned that the firm includes a zoning attorney, it has a “highly” qualified team, it understands design guidelines and how to creatively solve technical problems and knows how to engage the community. She considered it highly advantageous. Mr. Fahy believed that the firm, which is under contract to consult on MBTA zoning, seems inflexible but identifies issues well. Ms. Hall believed that firm aimed to “transform” the town, which it had referred to as a “city,” and that it relied too heavily on the Barrett Report and forthcoming developments in the area.

MAPC: Mr. Fahy said that MAPC stresses community engagement more than the other firms. Ms. Tougias mentioned the firm’s focus on demographics and its economic expertise, its understanding of Milton, qualified staff and constructive community engagement efforts. Ms. Hall mentioned its focus on transit communities and urbanization and was disappointed by its lack of community engagement during the 2020 rezoning of Milton Village. It was noted that MAPC is the town’s regional planning agency which provides grant opportunities and approaches zoning at a regional level.

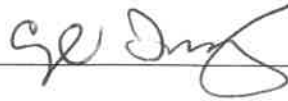
The Board agreed that Utile and MAPC were the top two choices but that qualifications would need to be revisited and a vote taken with Ms. Oldfield present. Conducting interviews and engaging the Master Plan Implementation Committee (MPIC) were discussed and the conversation was continued to March 16<sup>th</sup>.

### **Discussion of Zoning Articles for Upcoming Town Meetings**

Exterior Lighting Bylaw: Ms. Hall asked the Board to revisit bylaw language presented by the Select Board at the January 31<sup>st</sup> Planning Board meeting and to consider more specific guidelines for enforcement. Concerns over the lack of grandfathering laws, sudden enforcement of bylaws on private property and potential disputes between neighbors were addressed. It was noted that exterior lighting issues had been reported to the town for years and that a petition had been signed supporting the bylaw.

Zoning Recodification Bylaw: Mr. Czerwienski said that a briefing on the bylaw, to be presented at the May 2023 Town Meeting, was being prepared for the Warrant Committee. He said a public roll out of the zoning would follow and that Town Clerk Susan Galvin and Building Commissioner Joseph Prondak would be backing the article.

**6. Adjourn:** On a motion by Mr. Fahy, seconded by Ms. Tougias, the meeting was adjourned at 11:13 p.m.

A handwritten signature in cursive script, appearing to read "Cheryl Tougias", is written above a horizontal line.

Cheryl Tougias, Secretary

