

Bylaw Review Meeting Minutes
July 9, 2019

Members Present: Alisa Brewer, Patricia De Angelis, Bernie Kubiak, Bob Ritchie (Chair), Evan Ross. Alisa Brewer

Staff Present: Geoff Kravitz

No members of the public present

Meeting convened at 8:35 AM

Zoning: Council will take up the matter on July 22, 2019. Proposed draft and redlined version are with the Planning Director. Kravitz did a search for terminology to ensure that there are no inappropriate references, uses.

Kravitz will not be available for July 23 meeting. Decision: reschedule next meeting to July 30th. Ritchie and Kravitz will assemble meeting packet and post.

Future reports to Town Council: Ritchie distributed a task list to establish target dates. Proposes creating a cross walk document that shows the bylaws with their source, then a final crosswalk that displays the revised bylaw opposite the original bylaw, with annotations. Kravitz offers to assemble the crosswalk table, timeframe is August 15-30. As an end date for a final report to the council would be November 1, 2019, to be taken up for vote in December. October 1st will be a target date for the committee to prepare a draft report. After discussion, the decision is to create a cross walk table and post to the website with links to the proposed final draft of the bylaws with the original and other documents.

Bylaws Reviewed:

Street names and numbers (3.1): Kravitz reports that the Planning Board assigns street names, building inspector and fire chief assign house numbers which does not conform to the system described in the bylaw. Kravitz will draft a revised bylaw reflecting current practice, using buildings instead of houses.

Local Historic District (3.6): Display area definition is content neutral, so it appears not to conflict with current free speech cases. Appointment provision conform to General Laws and the Charter. Discussion regarding the use of alternate and associate terms, length of appointment, presence at meetings, applicability of Mullen rule(39/23D). Section 10.02 of the Zoning Bylaws limits the role of associate members to special permit applications in the absence of a regular member. There is a need to have a comprehensive discussion of how alternates or associates roles and responsibilities and how the 39/23D may apply. Subsection G of Alternations and Construction: After considerable discussion, Decision is to request the Local Historic District Commission to rewrite this section to clarify it.

Subsection J (1) (f) Exclusions: this clause brushes up against content. Decision is to flag this section to be revisited after the town's sign regulations are revised.

Section 3.61 Residential Rental Property: recommendation that mention be made in the bylaw to indicate that a follow up inspection may result in the finding of new violations.

may be a request for a registration process for short term rentals. G (2) a. refers to short term rentals but not in the same terms as the current trend in short term rentals. There should be a clarification as to the applicability of this bylaw.

Remaining section: 3.62 Net Zero Energy. Previous review recommended removing italics, bolding and certain capitalization of terms. Two definitions of “project” are in the bylaw but “project site” is not defined. Topic will be taken up at the next meeting, July 30th, 8:30AM.

Meeting adjourned at 10:36 AM

Respectfully submitted,
Bernie Kubiak, Clerk

Documents referred to:
List of tasks and target dates
Version 6, Draft bylaw revisions