

**HAMILTON PLANNING BOARD  
MINUTES OF MEETING**

Via Zoom 867 3316 7481

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March 16, 2021

7:00 p.m.

Members Present: Rick Mitchell, Bill Wheaton, Marnie Crouch, Richard Boroff, and Brian Stein, Chair.

Planning Director: Patrick Reffett

The meeting was called to order by Brian Stein at 7:00 p.m. with a quorum established via Zoom.

Roll Call: Rick Mitchell – aye, Bill Wheaton – aye, Marnie Crouch – aye, Richard Boroff – aye, and Brian Stein – aye.

**1. REVIEW & DISCUSSION OF VARIOUS POTENTIAL CHANGES TO HAMILTON ZONING**

**BYLAW LANGUAGE** – The Board is preparing a text for a “flexible” residential zoning bylaw and is considering its application for the Town of Hamilton. The Board is also considering the potential of creating an open space fund to offset density on development parcels. Additionally, the Board may consider the possibility of amending the Senior Housing Bylaw.

Patrick Reffett reported that there was still quite a bit of editing to do on the Flexible Zoning Bylaw (FZB) and that Marnie Crouch had written up several questions for the Board to review. See attached “Issues to Consider Following Developer Comments.”

Board Members agreed to the following changes:

1. Renumber the first two provisions as noted.
2. Define the terms in the Planning Board Rules and Regulations without trying to define it in the Bylaw to allow flexibility. For example, define energy saving solutions needed to get a density bonus in the Planning Board Rules and Regulations and not in the matrix.
3. Adjust the fee structure and if they are included in the matrix there should be a footnote that the fees would be subject to change.
4. For eligible locations, why was there a ban on the accumulation of lots and whether this section should be taken out.
5. After discussing potentially eliminating the assemblage of parcels, Board Members decided to keep the assemblage language.
6. Keep the parcel size minimum requirement 80,000 square feet in all zoning districts.
7. Leave 8.1.5 and 8.1.10 (existing minimum distance) unchanged and to keep it consistent with the Senior Housing Bylaw.

8. Delete Sections 8.1.22 and 8.1.23.
  9. Replace "Developable Acres" with "Developable Square Feet."
  10. Reduce the number of "compact units" from 50% to 25%.
  11. Change 8.1.9 to square feet.
  12. No changes would be made to the payment to Off-Site Open Space Land Acquisition Fund.
  13. Ms. Crouch would insert the Matrix into the draft of the FZB.
  14. The correct numbers for the building efficiency, plumbing, and compact unit footnotes would be inserted.
  15. Paragraph 1 of 8.1.9 in the incentives needed to be changed to reflect the numbers on the Matrix.
  16. The majority of Board Members voted to eliminate 8.1.12 Inclusionary Housing from the FZB.
  17. Dimensional standards would not be added at this time.
  18. No changes to be made to the parking requirement.
  19. No changes to be made to 8.1.22.
  20. The proposed wording for 8.1.32 Payment of Fees and 8.1.33 Remedies were approved.
2. **REVIEW AND DISCUSSION OF POSSIBLE ZONING MAP CHANGE** – The Board is to conceptually review and discuss the possibility of a zoning map change for property associated with the Winthrop School from R-1A to Business.

Board Members reviewed the potential zoning map changes and discussed creating a separate parcel for a 50 to 100-foot buffer zone to protect abutters that the town would retain ownership and control of through an ANR process. The buffer zone would provide an informal trail and would connect Patton Park and Winthrop School and continue toward the pool.

3. **BOARD BUSINESS** – Review/approve Meeting Minutes of March 2, 2021; Liaison reports; Staff reports; Future agenda items; Planning Board 2020 Annual Report, Etc.

Motion made by Marnie Crouch to approve the February 16, 2021 Planning Board minutes.  
Seconded by Rick Mitchell.

Roll Call Vote: Marnie Crouch – aye, Rick Mitchell – aye, Bill Wheaton – aye, Corey Beaulieu – aye, Richard Boroff – aye, and Brian Stein – aye.

Unanimous in favor of voting members.

Motion made by Bill Wheaton to accept the minutes of March 2, 2021 Planning Board minutes.  
Seconded by Marnie Crouch.

Roll Call Vote: Rick Mitchell aye, Bill Wheaton – aye, Corey Beaulieu – aye, Richard Boroff – aye, and Marnie Crouch – aye. Brian Stein abstained as he was not present for the March 2, 2021 meeting.

Mr. Reffett requested that Board Member input regarding the Planning Board Annual Report be submitted to him this week.

Mr. Reffett reported that Attorney Jill Mann and Larry Smith would like to come back to the Board for a pre-application on behalf of the project at 133 Essex Street at the next Planning Board meeting on April 6, 2021.

**Adjournment**

Motion made by Rick Mitchell to adjourn at 9:16 p.m.

Seconded by Richard Boroff

Roll Call Vote: Marnie Crouch – aye, Corey Beaulieu – aye, Richard Boroff – aye, Bill Wheaton – aye, Rich Mitchell – aye, and Brian Stein – aye.

Unanimous in favor of voting members.

**Upcoming Board Meeting(s):** April 6, 2021; April 20, 2021; May 4, 2021; May 18, 2021.

Prepared by:

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Ann Schlecht

3/19/2021

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Attest

