



## Town of Georgetown

## MINUTES

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4 Committee: Planning Board  
5 Date: February 8, 2023  
6 Time: 7:00 pm.  
7 Location: Virtual Meeting via Zoom  
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10 Members present: Harry LaCortiglia, Bruce Fried, Bob Watts, Joanne Laut, George Comiskey.  
11 Staff present: Town Planner, John Cashell.  
12 Staff absent: Administrative Assistant, Andrea Thibault.  
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14 Minutes transcribed by A. Thibault. Note: Video recordings of all Georgetown Planning Board  
15 meetings may be found at [www.georgetownma.gov](http://www.georgetownma.gov) and by choosing the Community TV option.  
16

17 The Meeting was called to order at 7:00pm by Harry LaCortiglia.  
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### 20 Minutes:

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22 J. Laut: I move to approve the draft meeting minutes from January 26, 2023 meeting as stated  
23 in our packets and on this meeting's agenda.  
24 B. Fried: Second.  
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26 Motion carries 5-0; via roll call vote.  
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### 29 Vouchers:

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31 J. Laut: I make a motion to approve the vouchers for Staples office supplies \$51.78; and The  
32 Town Common legal ads for public hearing notice for electric vehicle charging station  
33 \$196.00.  
34 B. Fried: Second.  
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36 Motion carries 5-0; via roll call vote.  
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### 40 Public Hearing: Proposed zoning amendment for Electric Vehicle Charging Stations.

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42 H. LaCortiglia: {Reads the Public Hearing notice into the record.}  
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J. Cashell: The Energy Stretch Energy Code will be requiring EV charging station capacity. Multi-family housing and I believe commercial will be included in the stretch energy code. Jim Pike is our new building inspector.

Mr. Pike is of the opinion that the town doesn't need to adopt anything more than language that references the MA Building Code and the MA Stretch Energy Code for any amendments that deal with electronic vehicles.

Harry would like specific reference within our Site Plan bylaws that EV stations will be required.

H. LaCortiglia: Our wording has been changed to reflect what the Stretch Energy Code provides. This is the proposed wording for CH. 165-61 Addition "M".

"In all developments requiring parking spaces in accordance with Ch. 165-61. 1 space per detached residential unit shall be required to be wired for Electronic Vehicles (EV) charging. A minimum of 20% of the parking spaces shall be required to be wired for Electronic Charging Vehicles (EV) charging for multi-family dwellings, and commercial and industrial uses. These spaces shall be counted towards the total number of spaces required in Ch. 165-61. Electronic Vehicle (EV) charging stations shall be provided for all new land uses in accordance with the Massachusetts Stretch Energy Code, as amended from time to time, and as adopted by the Town of Georgetown and administered by the Building Department."

Our minimum was not 20% but that is the new Stretch Code, and how it has to be. These EV charging stations will be part of the total of parking spaces required. They are not in addition.

G. Comiskey: Does this include all development? Re-development? New development?

J. Cashell: Only new development, but not retroactive.

G. Comiskey: How about re-development?

J. Cashell: If it will involve issuance of a new permit - any new project being applied for - and the building inspector is in charge of it and it has to do with the Stretch Energy Code- then it will be required to follow that code.

It is under jurisdiction of the building department.

G. Comiskey: Could we change the first sentence to all new and re-development?

*{Planning Board, Town Planner discusses revision to wording and Planning Board agrees to add edited wording.}*

B. Fried: We still have to abide by the Stretch Energy Code, that will take precedence either way.

So, this means that a full charging station is required, for instance in the townhouses? Or, does that mean that the electrical system must have the capacity?

J. Cashell: That would be within the jurisdiction of the building inspector.

93 B. Fried: So, at a minimum they can force the capacity?

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95 It will be added value to the property.

96  
97 J. Cashell: For now, it will have to put in the capacity for EV.

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99 H. LaCortiglia: Is there any public comment? Once, twice, three times? No public comments? Ok.  
100 There are no comments.

101  
102 G. Comiskey: I move to forward favorable report to the Select Board, calling for the Town to  
103 adopt at the 2023 Spring Town Meeting, the proposed amendment, calling for a new sub-  
104 section "M" to be added to Ch. 165-61, which will provide electric vehicle (EV) charging  
105 stations for new land use developments involving vehicles, and for this amendment to read:

106  
107 "In all new developments and re-developments requiring parking spaces in accordance with  
108 Ch. 165-61. One space per detached residential unit shall be required to be wired for  
109 Electronic Vehicles (EV) charging. A minimum of 20% of the parking spaces shall be  
110 required to be wired for Electronic Charging Vehicles (EV) charging for multi-family  
111 dwellings, and commercial and industrial uses. These spaces shall be counted towards the total  
112 number of spaces required in Ch. 165-61. Electronic Vehicle (EV) charging stations shall be  
113 provided for all new land uses in accordance with the Massachusetts Stretch Energy Code, as  
114 amended from time to time, and as adopted by the Town of Georgetown and administered by  
115 the Building Department."

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118 B. Fried: Second.

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120 Motion carries 5-0; via roll call vote.

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122 H. LaCortiglia: Is there a motion to close the public hearing?

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124 B. Fried: So moved.

125 J. Laut: Second.

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127 Motion carries 5-0; via roll call vote.

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131 **Planning Office:**

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133 **1. Rule Regarding Security for Special Permits and Site Plans:**

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135 *{Planning Board and Town Planner continue discussion for prior meeting regarding surety accounts for Site Plans and*  
136 *Special Permits. This further legalize this practice of surety.}*

137  
138 B. Watts: I move to adopt the Rule Regarding Security; Pursuant to G. L. C 44-53G ½, as written  
139 and attached, herewith, and as advised by Town Counsel, Attorney Jonathan Murray.

141 J. Laut: Second.

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143 Motion carries 5-0; via roll call vote.

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147 **2. Review Exterior Lighting and Bylaw Regulations:**

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149 H. LaCortiglia: Rob Hoover, the former Chair of the Planning Board asked us to put this on the  
150 agenda so that he could discuss a concern he had with exterior lighting. I don't see him here yet.

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152 G. Comiskey: Why don't we table it until a time he can come?

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156 **3. MBTA Communities:**

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158 J. Cashell: Between last meeting and this meeting, the Town has submitted the Interim Action Plan.  
159 This was a requirement for the town to submit by January 31. That was accomplished. We have that  
160 on file with the State. We will wait to hear from them if they feel that we need to amend the plan.

161  
162 The Planning Board has been given the charge by the Select Board to take up the responsibility of  
163 going through the process of conducting the public hearings and forming the core team for the  
164 community.

165  
166 As I pointed out, there will probably Select Board, Planning Board, Town employees in Land Use and  
167 Development and residents that would develop the overlay district. That will be a minimum of 50  
168 acres, probably a lot more acreage taking into consideration the geological acreage. It would likely be  
169 an overlay district or two or three. 25% of existing housing stock equates to 750-units of housing.

170  
171 Georgetown is an adjacent community because we don't have an MBTA bus or train station or  
172 commuter train station and we are not within .5 miles of an adjacent community borders that have  
173 one. We are not considered a small adjacent community. Those are 7,000 residents or less population.  
174 We are at approximately 8500 residents.

175  
176 The most updated guidelines were issued October 21, 2022.

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178 There are some interesting specifics. If a community does not have the infrastructure, (meaning water,  
179 sewer, electrical, school capacity) then in conjunction with state, developer and municipal funding, that  
180 required infrastructure would be required.

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182 B. Watts: If we don't have the infrastructure to support it, we just have to make it?

183  
184 J. Cashell: Yes. We would have to apply for federal and state funds. The developer would be  
185 responsible for a portion. That is in the guidelines.

186  
187 If and when the town adopts the overlay district and overlay bylaw -the limitation for a community to  
188 control such developments is limited to reasonable conditions only.

189  
190 G. Comiskey: They would still have to follow local Stormwater and Erosion Control, Conservation  
191 Commission, Board of Health guidelines?

192  
193 J. Cashell: Yes.

194  
195 MVPC along with DCHD has created a geo-spatial database for each member community that they  
196 are responsible for. The software will be available for the core teams of communities to utilize. They  
197 will also help us draft bylaw language. We have until December 31, 2024.  
198 The guidelines call for the district to be located in an area with consumer services, government  
199 services, school access. The only area that complies in Georgetown is the downtown and immediate  
200 vicinity.

201  
202 J. Laut: Is there any concern? There is not much building space in Georgetown.

203  
204 J. Cashell: Ultimately, it will be up to the town if they want to adopt this. It is not required, but state  
205 grants and state funding are associated with the adoption.

206  
207 Our job is to develop the core team members, and have everyone be aware of the timing and time  
208 commitment.

209  
210 We may schedule the public hearings for January 2024, and have the warrant articles presented at the  
211 Spring Town Meeting.

212  
213 H. LaCortiglia: Does MVPC have someone there ready to work with us?

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215 J. Cashell: Yes. Their GIS department is strong.

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217 Also, there are no guidelines that anything must fall into the affordable component. You would think  
218 that would be the emphasis.

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220 G. Comiskey: The guidelines are vague regarding affordable housing. If we say that we want  
221 developers following our inclusionary housing bylaw, it says that the DCHD will consider that.

222  
223 J. Cashell: We have to comply with 40B, that requires a minimum of affordable housing units. This is  
224 not a 40B. It is not affordable housing statute. This is a multi-family, non-age restricted statute.

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226 *{Planning Board and Town Planner further discuss.}*

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228 H. LaCortiglia: If we create new housing units and we don't include affordable units, then we will fall  
229 under the 10% and then vulnerable to 40B. These are only guidelines.

230  
231 Please let us know when the next deadline is to pull together the core team. Please put it on the  
232 agenda for the next meeting.

233  
234 J. Cashell: The Housing Production Plan is in the process of being updated. We are under contract  
235 with MVPC. They have received another grant for all the member communities. There are requesting  
236 information from the Town.

We will provide information as requested to MVPC. The lead agency will be the Affordable Housing Trust. I will be working with Dianna and their Board. I am just bringing you up to speed.

G. Comiskey: Are they just picking out areas in town to develop, or are they taking into account that these might be areas or resources that the town might want to protect?

Without an updated Open Space Plan, we don't know if there are conflicts with that. There were overlays between our last Master Plan that Open Space recommended protection and last the Community Development Plan said it was a good area to develop.

I hope that MVPC takes this into account, if it is a Zone 2 or something that they should limit development in that area.

*{Planning Board and Town Planner further discuss.}*

J. Cashell: The plan that was done in 2017 was a real solid update of what we already had. This is edition #3. Everything is still pretty much relevant. There weren't any problems brought up at the last one.

#### **4. Planning Board Budget:**

J. Cashell: You can only spend the amount of money that you are budgeted. Planning Office does not overspend our budget, and we always return funds each year.

H. LaCortiglia: Essentially, there is no change in services or expenses. Where are we? Does it look as though we may run out of money before June? Are any expenses non-annual? MVPC flyovers, MIMAP?

J. Cashell: We are paid up with MVPC already. They may send us a bill for FY24. We cannot pay those until July 1. Our accounts currently have 50% funds remaining.

G. Comiskey: Did we use all our LTA hours with MVPC?

J. Cashell: I don't know what the count is. We have been using them, and Thom Berube has been using them. Yes, we are using our typical share. I can get you an actual count. We are one of the few communities that use the amount allocated.

Steve Lopez is heading up GIS, and Jerrad and Michaela are still there. They have a great team. It is amazing how much that has become so important. For a smaller regional planning agency, they really are top-notch. You have the ocean, Merrimack River, Parker River, you really need the geo-spatial data. They have a new system where pollutants are measured along the Merrimack River up to New Hampshire.

284 J. Cashell: The next public hearing is March 8 for 430 Andover Street. That application came in last  
285 week.

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288 G. Comiskey: Motion to cancel the next meeting on February 22, unless necessary.

289 J. Laut: Second.

290 Motion carries 5-0; via roll call vote.

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293 B. Fried: Motion to adjourn.

294 J. Laut: Second.

295 Motion carries 5-0; via roll call vote.

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299 Meeting adjourned at 8:13 pm.