



# Town of Sudbury

## Planning Board

PlanningBoard@sudbury.ma.us

Flynn Building  
278 Old Sudbury Road  
Sudbury, MA 01776  
978-639-3387  
Fax: 978-639-3314

www.sudbury.ma.us/planning

### MINUTES

DECEMBER 21, 2021 AT 7:30 PM

### VIRTUAL MEETING

**Members Present:** Chair Stephen Garvin, Vice Chair Justin Finnicum, Clerk John Hincks, Anuraj Shah, John Sugrue, and Associate Member Julie Zelermyer Perlman

**Others Present:** Director of Planning and Community Development Adam Duchesneau and Environmental Planner Beth Suedmeyer

Mr. Garvin called the meeting to order at 7:31 PM.

#### **2022 Annual Town Meeting Zoning Bylaw Amendments**

##### *Fence Bylaw*

Mr. Duchesneau acknowledged the Planning Board had a robust discussion of the proposed Fence Zoning Bylaw at the Planning Board Meeting on November 10, 2021. He reiterated proposed Town Meeting Warrant Articles were due to the Select Board's Office by the end of January 2022.

Mr. Hincks opined that because a Fence Bylaw or guidelines were not in place at this time, various questions arise about them, and the need for such a bylaw was therefore justified.

##### *Stormwater Management Bylaw*

Ms. Suedmeyer stated the proposed modifications to the Stormwater Management Bylaw were minor in nature. She indicated they were necessary to bring the Town's bylaw into compliance with the Municipal Separate Storm Sewer System (MS4) regulations. Ms. Suedmeyer noted the proposed changes regarding the appeals process which would be reduced from a 60-day period to a 20-day period.

Mr. Garvin suggested the definition of pervious surface/pavement be updated. Mr. Finnicum noted the pervious surface question was often raised during application processes and addition/revision of the definition was warranted.

At this time Mr. Sugrue joined the meeting.

##### *Wireless Services Overlay District*

Mr. Duchesneau stated he had met with a wireless consultant regarding a potential analysis plan for the town, but he had not received the related documentation from the consultant to date.

#### **Master Plan Implementation**

Mr. Duchesneau reported on the Planning Board member's responses regarding the prioritizing of various Short Term Action Items and discussed the items which ranked the highest.

#### *Geographic Information System (GIS) Data*

Mr. Garvin inquired about the cost and benefits of updating the Town's GIS database. Mr. Duchesneau replied the Town had a very effective GIS database, but it was somewhat difficult to access.

Ms. Suedmeyer noted the Information Technology Director managed the contracts with the GIS consultants and providers.

Mr. Hincks inquired if there were decisions the Town needed to make related to the strategic plan which could not be made today due to the limitations of data access. Ms. Suedmeyer responded there were resources available which people were not aware of.

The Planning Board members agreed this aspect could be considered further.

#### *Economic Development Planner*

Mr. Garvin opined about possible available grant money in order to hire an economic development consultant.

Mr. Hincks inquired about the time and cost it took to implement an item. Mr. Duchesneau replied the consideration was not so much a monetary issue, but more a resource and staffing availability situation, in order to seek such funding and begin such a process.

Mr. Hincks acknowledged the hiring process was a detailed and time-consuming one, and suggested the grant funding aspect could be explored.

Ms. Zelermyer Perlman noted many towns in the area were hiring economic development personnel and it could take a while to fill such a position.

#### *Historic and Archaeological Working Group*

Mr. Shah opined about the formation of a Historic and Archaeological Working Group, and how it would clarify the topical boundaries of various Town boards, committees, and commissions.

Mr. Hincks asked how such a working group would address the stakeholder issue and determine which board/committee/commission would have jurisdiction over particular historical/archaeological topics.

Mr. Garvin suggested there may be better ways to coordinate the process and display thought when defining the working group's mission.

Mr. Shah indicated the importance of defining areas of development stating "just because it is old, does not make it historically significant."

Mr. Sugrue confirmed the importance of a small working group to help advance the historical and cultural identities of the community. He indicated the working group could evaluate the effectiveness of the present historical commissions/committees and related bylaws.

### *Town Center Master Plan*

Mr. Shah noted the Town Center Master Plan required more than just historic considerations.

Mr. Hincks stated the Town Center Master Plan could be studied independent of the greater Master Plan, and Mr. Shah agreed.

Ms. Suedmeyer questioned how to maximize planning for the Town Center and noted the anticipated future increase of activity in the Town Center by the users of the Bruce Freeman Rail Trail.

Mr. Shah confirmed the Town Green was not owned by the Town of Sudbury.

Mr. Garvin expressed concern regarding “Master Plan fatigue.”

Mr. Finnicum suggested the Boston Post Road/Route 20 area be considered when addressing users of the Bruce Freeman Rail Trail.

Mr. Garvin queried about publicizing Master Plan activities/process. Mr. Duchesneau responded such updates and information could be made available via the Master Plan tab located on the Planning Board’s website.

### **Citizens’ Comments on Items Not on Agenda**

There were no topics discussed under this item.

### **Administrative Report**

Mr. Duchesneau reported the 2022 Annual Town Meeting date had been confirmed and would commence on May 2, 2022.

### **Committee Member Updates**

Mr. Hincks reported the Community Preservation Committee had authorized the funding request to repair the Town Clock in the Town Center be sent to the 2022 Annual Town Meeting. He also confirmed the Community Preservation Committee had authorized the Bruce Freeman Rail Trail funding requests also be sent to the 2022 Annual Town Meeting for consideration.

### **Possible Future Agenda Items**

There were no topics discussed under this item.

### **Future Meeting Schedule: January 12, 2022 and January 26, 2022**

Mr. Garvin announced the upcoming meetings of the Planning Board as indicated on the agenda.

Mr. Garvin adjourned the meeting at 9:48 PM.