



Town of Sudbury

Planning Board

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MINUTES

WEDNESDAY, NOVEMBER 20, 2023 AT 7:30 PM

JOINT MEETING WITH SELECT BOARD

VIRTUAL MEETING

Present: Chair Janie Dretler, Vice-Chair Lisa Kouchakdjian, Select Board Member Daniel Carty, Select Board Member Jennifer Roberts, Select Board Member Charles Russo

Present: Planning Board Members - Chair Stephen Garvin, Vice-Chair Justin Finnicum, Clerk John Sugrue, Julie Perlman, Director of Planning and Community Development Adam Burney

Staff Present: Andrew Sheehan Town Manager, and Adam Burney Director of Planning and Community Development

The statutory requirements as to notice having been compiled with, the meeting was convened at 7:31 PM, via Zoom telecommunication mode.

Select Board Chair Dretler announced the recording of the meeting and other procedural aspects included in the meeting.

Mr. Garvin opening the Planning Board meeting

Call to Order

Select Board Roll Call: Kouchakdjian-present, Carty-present, Russo-present, Roberts-present, Dretler-present

Mr. Garvin called the Planning Board to order with a Planning Board Roll Call: Finnicum-present, Sugrue-present, Perlman-present, Garvin-present

Vote to open a joint meeting with the Planning Board to discuss MBTA Communities and the Master Plan

Vice-Chair Lisa Kouchakdjian motioned to open a joint meeting with the Planning Board to discuss MBTA Communities and the Master Plan. Board Member Roberts seconded the motion.

**It was on motion 5-0; Kouchakdjian-aye, Roberts-aye, Carty-aye, Russo-aye, Dretler-aye
VOTED: To open a joint meeting with the Planning Board to discuss MBTA Communities**

Mr. Garvin opened the meeting of the Planning Board and requested Board Roll Call; Finnicum-present, Sugrue-present, Perlman-present, Garvin-present

Mr. Sugrue motioned that the Planning Board join the Select Board in a joint meeting to discuss MBTA Communities and the Master Plan. Mr. Finnicum seconded the motion.

**It was on motion 4-0; Finnicum-aye, Sugrue-aye, Perlman-aye, Garvin-aye
VOTED: That the Planning Board join the Select Board in a joint meeting to discuss MBTA
Communities and the Master Plan**

Town Manager Sheehan welcomed Adam Burney to Sudbury. Town Manager Sheehan provided an overview of the 177 MA communities participating in the MBTA Communities Housing Program, also known as 3A Housing. He opinioned about creating housing near transportation modes and how such housing applies to Sudbury.

Mr. Burney acknowledged that 3A Housing regulations require that Sudbury must develop a district which can provide for 750 units.

Mr. Burney reviewed the timeline associated with the proposed legislation. He stated that the Town had received a grant for technical assistance from VHB to provide consulting with the MBTA Communities regulations and with a related Warrant Article to be presented at Annual Town Meeting. Mr. Burney stressed the importance of outreach and educating the community.

Mr. Garvin mentioned that two 3A development areas, Cold Brook Crossing and Meadow Walk could present possible 3A units. Mr. Sugrue agreed with examining Cold Brook Crossing and Meadow Brook for future 3A development, and how these existing developments might be modified to qualify under MBTA Communities regulations.

Chair Dretler asked if VHB had worked with other communities. Mr. Burney offered to provide the Select Board with the names of communities that VHB is working with. Chair Dretler asked if an informational web page could be offered to the community. Mr. Burney stated there were many related outreach materials which could be included on the Planning Board website.

Mr. Burney presented related MBTA Communities topics, which included:

- Basic Requirements of Section 3A Compliance
- 3A Reasonable Size Requirements: Contiguity
- Gross Density
- Unit Capacity
- Compliance Guidelines for Multi-Family Zoning Districts under Section 3A of the Zoning Act

Board Member Roberts inquired about suitability of Cold Brook Crossing and Meadow Walk. Mr. Garvin indicated that between Meadow Walk and Cold Brook Crossing 50 acres of 3A housing could be created.

Board Member Russo detailed aspects related to “by-right” MBTA housing already in place.

Board Member Carty stressed that education on this topic would be critical. He mentioned that Lincoln has a good model.

Mr. Garvin stressed the public must be educated as soon as possible and proposed development does not have to be constructed in the near future, but does need to be planned for.

Vice-Chair Kouchakdjian mentioned that VHB would confirm if the current developments in Town would be acceptable and hoped that VHB would provide a related report. Mr. Burney stated that the compliance model provides calculations with input of given bylaws and how the Town might adjust zoning, if necessary.

Vice-Chair Kouchakdjian asked if the Planning Board would be scheduling a MBTA Communities charette and forum. Mr. Garvin stated that the Planning Board has scheduled similar events in the past, and could collaborate with the Select Board.

Chair Dretler stressed that residents must understand that this housing legislation would not be a choice and participation was regulated.

Continue joint meeting with Planning Board for discussion and review on progress of Master Plan

Mr. Burney shared the “Master Plan Implementation Update for Select Board,” PowerPoint, dated November 20, 2023. He reviewed main topics within the presentation:

- Master Plan Action Items: Ongoing Work
- High Priority Items in Master Plan – “High Impact” Action Items: Bruce Freeman Rail Trail Construction; Comprehensive Wastewater Management Plan
- High Priority Items in Master Plan – “Critical Path” Action Items: Route 20 Corridor Visioning Study (based on CWMP), Historic Preservation Plan, Facilities Assessment and Maintenance Plan, Housing Strategy
- Planning Board High Priorities: Town Facilities, Services, and Infrastructure; Historic and Cultural Identity; Economic Development (\$35,000 of ARPA funds allocated to hiring an economic development position; Transportation & Connectivity (related to goals of reducing congestion on Route 20).
- Priorities Needing Select Board Assistance – Town Facilities, Services and Infrastructure; develop a comprehensive Facilities Assessment and Maintenance Plan that includes a Capital Needs Assessment for every municipal building; complete the assessment and populate the Brightly Software.
- Potential Opportunities – Multi-Family Zoning Requirement for MBTA Communities; Town Meeting Approved Hiring a Sustainability Director who has been hired – the Planning Board will work with the Sustainability Director on scheduling sustainability goals and actions for 2024.

Planning Board Members advocated for a Master Plan webpage to track and update related goals and measure progress of various committees advancing such goals.

An interactive discussion regarding advancement of goals took place.

Board Member Carty asked if the Planning Board could provide the Select Board with areas that might need assistance from the Select Board.

Chair Dretler stated the more the Select Board and the Planning Board work together, the more successful the Town will be with all goals mentioned, including the MBTA Communities Housing plan.

Vote to close joint meeting with Planning Board regarding the Master Plan and the MBTA Communities and resume the Select Board meeting

Mr. Garvin closed the Planning Board meeting at 9:27 PM.

Vice-Chair Kouchakdjian motioned to close the joint meeting with the Planning Board regarding the Master Plan and the MBTA Communities and resume the Select Board meeting. Board Member Roberts seconded the motion.

**It was on motion 5-0; Kouchakdjian-aye, Roberts-aye, Carty-aye, Russo-aye, Dretler-aye
VOTED: To close joint meeting with Planning Board regarding the Master Plan and the
MBTA Communities and resume the Select Board meeting.**