

Town of Winchester
Planning Board
Minutes
6-19-23

Meeting opened: 6:00pm

Members present: Rich Pratt (Chair), Jordan Sharra (V. Chair), Robert Browne, Colby Ebbighausen, and Dean Beaman. Neal Stetson is an alternate present. Jack Marsh and Ben Kilanski are absent.

Margaret Sharra and Evan O'Connor sit as LUA.

Public: Penny Seaver, Sara Pratt, Richard Drew, Rik Ekstrom.

First order of business: The Chair sits Neal Stetson as an acting member.

Second order of business: Discussion with Rik Ekstrom, Housing Navigator. R. Pratt (Chair) asks for clarification on the work Rik will be doing with the town pertaining to the HOP grant on behalf of the members in absentia. R. Ekstrom explains the grants that the Town of Winchester received pertain to analysis of housing needs, planning, and regulatory review. The grant covers information gathering and analysis to determine what the housing needs the town has are, if any, and to go over regulations and ordinances to determine if there are obstacles to housing development. As the housing navigator he will make suggestions and it is up to the Town what will be done with that information.

R. Pratt poses a question about the contents of the plan, asking if it is only directed towards housing or if it is an entire overview of zoning regulations. R. Ekstrom answers that it is primarily focused on housing needs but alongside that will include a full regulatory review as well as a review of the masterplan.

N. Stetson indicates that housing is a broad term and asks for clarification on if it is focused solely on workforce housing or housing as a whole. R. Ekstrom answers that it is based on the data found and what the needs of the town are determined to be, the need is typically geared towards workforce housing. N. Stetson asks if the prices of the houses in town and on the market are being looked into and factored with the analysis. R. Ekstrom confirms, and states that will be compared to the regional assessment to make the recommendations specific to Winchester. This will include conducting a needs assessment, regulatory review, as well as community engagement. R. Pratt asks for a concrete timeline. R. Ekstrom answers that ideally enough information will be gathered by the end of the year for recommendations that the town can gage with the community. LUA Sharra and R. Pratt discuss the upcoming newsletter to be drafted by LUA O'Connor, as well as the attached community engagement survey to be drafted by Rik Ekstrom. It is stated that the board will see the survey before it goes out to the public in mid-July. The extent of the reviews and assessments are also outlined. R. Pratt confirms with R. Ekstrom the role SWRPC has in this process. N. Stetson asks about the concrete timeline. The survey is to go out in mid July, and a community forum on the survey and masterplan is slated for fall. D. Beaman voices that he doesn't want the survey draft to be released until it is seen by the board at the next meeting, which is now agreed upon to be July 10th at 7PM.

Third order of business: The board reviews the minutes of 6/5/23 for approval. **D. Beaman moves to approve, J. Sharra seconds. The vote is 5 yes and 1 abstain (RB).**

(7:00 PM)

Fourth order of business: The board reviews an application for a Boundary line Adjustment submitted by Richard Drew for Sandra Cook for property located on Manning Hill Road map 1 lots 78 & 79. The proposed adjustment will swap 0.5 acre of land. The LUA confirms the notices were sent and posted. After reviewing the criteria for Development of Regional Impact, **J. Sharra moves this application is not a DRI, C. Ebbighausen seconds. The vote is 6 yes.**

D. Beaman moves to accept the application as complete and move into a public hearing, J. Sharra seconds. The vote is 6 yes.

Richard Drew is representing Sandra Cook, the overview is that Sandra wants the property containing the garage to be separate from her house, the garage is used for logging. R. Pratt asks about frontage on the property, R. Drew informs that there is an easement existing for access to the landlocked lot, as it is legal non-conforming.

J. Sharra moves to close the hearing, D. Beaman seconds. The vote is 6 yes. 7:10pm.

D. Beaman moves to approve the boundary line adjustment of Sandra Cook, presented by Richard Drew, contingent upon new deeds. R. Browne seconds. The vote is 6 yes.

J. Sharra moves to adjourn, B. Kilanski seconds. The vote is 6 yes.

Minutes respectfully submitted by:
Evan O'Connor, LUA

Minutes approved by the board on: 7/10/23

Minutes signed by:

Rich Pratt, Chair

