



**RECEIVED**

*By Town Clerk's Office at 8:54 am, Oct 14, 2025*

TOWN OF BURLINGTON  
ZONING BYLAW REVIEW COMMITTEE (ZBRC) MINUTES  
September 10, 2025

Zoning Bylaw Review Committee called to order at 6:32 PM via Zoom.

**Voting Members Present:** Cathy Beyer (CB), Ernie Covino (EB), Betsey Hughes (BH), Alex Rutfield (AR), Mark Smukler (MS), Sally Willard (SW)

**Voting Members Absent:** Mark Donahue, Jeff DiBona

**Non-Voting Members Present:** Marty Allan (MA)

**Non-Voting Members Absent:** Joe Impemba

**Also Present:** Liz Bonventre (LB)

1. **Meeting to order at 6:32 p.m.** Quorum was established.
2. **ANNOUNCEMENTS:** This meeting is being recorded
3. **Public Comment: None**
4. **Administrative Matters**
  - a. Our Recording Clerk has resigned
  - b. Signage Bylaw has been approved by the Attorney General
5. **September Warrant Articles Review and Vote**
  - a. Amend Article VII Section 8.6.0 MBTA Communities Multi-Family Overlay District - article
    1. Planning Board and Nordblom are working on the development agreement with the goal of finalizing specific off-site mitigation
    2. No changes to the actual bylaw are being considered
  - b. Motion: to approve the Article as submitted by Sally Willard. Seconded by Ernie Covino. Voted 6-0-0:
  - c. ZBRC Amendment DRAFT - Definitions
    1. Lisa Mead thought it was too broad and offered revised definition. Marty Allen will get back to the committee on the definition of a Structure
    2. Revisions to Section 5.2.0 Density Regulation Schedule. Change "Yard" to "Setback"



TOWN OF BURLINGTON  
ZONING BYLAW REVIEW COMMITTEE (ZBRC) MINUTES  
September 10, 2025

3. The documents are on Google Drive and will be reviewed at the next meeting. Betsey will send a copy to anyone who can't access Google Drive if they let her know that they need one.

**6. Town Center Signage Update**

- a. Making progress. Liz Bonventre was happy to report we're close to the end of the project. Finalizing the "Guidelines" with a committee representing ZBRC, Planning and the business community. Hopefully we can finalize at the next meeting.
- b. Betsey Hughes has spoken with a member of Select Board about possible incentives for businesses to upgrade their signs

**7. Approval of July Meeting Minutes**

- a. **Motion:** To accept the minutes of the July 9, 2025, meeting by Sally. Seconded by Ernie. Voted 6-0-0

**8. Adjournment**

- a. **Motion: To adjourn at 7:07. by Sally. Seconded by Ernie. Voted 6-0-0.**

The next meeting of the ZBRC will take place on October 8, 2025, at 6:30 p.m.

**Documents Referenced:** Burlington Signage Guidelines

*Respectfully Submitted,*

*Sally Willard, Recording Clerk 9/10/2025*