



**RECEIVED**

By Town Clerk's Office at 11:22 am, Apr 29, 2021

*TOWN OF BURLINGTON*  
Zoning Bylaw Review Committee (ZBRC) Minutes  
*April 14, 2021*

Chair Shari Ellis called the 4/14/2021 Zoning Bylaw Review Committee to order as a remote meeting at 6:30PM and noted that the meeting was being recorded.

**Voting Members Present:** Shari Ellis, Betsy Hughes, Tamara Maniscalco, Sally Willard, Michael Murray, Ed Parsons, Greg Ryan, Cathy Beyer, and Mark Donahue.

**Voting Members Absent:** None.

**Non-Voting Members Present:** Ernie Covino.

**Non-Voting Members Absent:** Andy Ungerson.

**Also Present:** Kristin Kassner, Planning Director; Bob Buckley and Kristine Hung, Reimer and Braunstein; Todd Fremont-Smith, Nordblom; Tayla Moore, Recording Clerk

---

**1. Public Participation** – None.

**2. Committee Charter and Annual Reorganization** (following election)

- Shari Ellis nominated as Chair: approved [8-0-0]
- Betsy Hughes nominated as Vice Chair: approved [8-0-0]

**3. May Warrant Article Discussions:**

- a. South Ave I PDD Zoning Amendment (Parcel C additional use) – Bendetson-Portsmouth Realty Trust, Thomasville Limited Partnership and Burlington Crossing Retail Business Condominium Trust Applicant
  - Purpose: expand list of PD usages to include all BG usages and medical offices for outpatient services only and health, sports, and fitness clubs and related facilities.
  - ZBRC vote: Approved as written: [9-0-0]
- b. Network Drive PDD Zoning Amendment (Kent Cottage Housing) – Northwest Park Applicant
  - Purpose: preserve and restore Kent Cottage Housing by building 1-2 residential units in the original Kent Cottage and building 3-4 residential units on either side. One of which could be an affordable housing unit.
  - PDD does not currently allow residential zoning for Kent Cottage.
  - Suggestion to change language to reflect “up to nine” residential units.
  - There will be a crosswalk proposed across Middlesex Turnpike for Kent Cottage Housing. Recommendation to have the crosswalk timed to the red light at Middlesex extension.
  - Suggestion to use language “make the best effort” to preserve Kent Cottage.
  - Forty feet height of residential units on both sides of Kent Cottage may hide Kent Cottage itself. Todd will follow-up about exact heights.
  - ZBRC will vote during the next meeting.



*TOWN OF BURLINGTON*  
**Zoning Bylaw Review Committee (ZBRC) Minutes**  
*April 14, 2021*

- c. Amend Article VII, Section 7.2.7 Parking Structures and Garages
    - Previously, parking structures were not considered within the building to ground area percentage and parking structures are only allowed in IH district and IG, only associated with hospitals.
    - Current Bylaw discourages parking structures because it takes away potential revenue from buildings.
    - Clarification that the Zoning Bylaw said that any parking structures should be included in percentage, this change did not occur in changes to the Zoning Bylaw amendment made in September of 2020.
    - Suggestion to remove “exclusive of a parking structure within the BG District” from Section 7.2.7 and 7.2.7.1
    - Parking structures will allow more greenspace and will not affect the size of the building.
    - ZBRC will vote during the next meeting.
  - d. Amend Zoning Map and Rezone to IH (clusters A, B and C) – Planning Board Applicant
    - ZBRC will not discuss the rezoning article
4. **Housing Choice Act** – joint meeting with Town Counsel to receive update and summary
    - Put on agenda for the next meeting.
  5. **Style Guide** – update Cathy Beyer
    - Waiting for the election and will then set up a time.
  6. **Signage Subcommittee** – update Sally Willard
    - Could use additional support from people in the sign industry. No update provided
  7. **Approval of Minutes** – 3/10/21
    - Will approve during the next meeting.
  8. **Next meetings:** Wednesday 4/28/21 at 6:30PM, Wednesday 5/12/21 at 6:30PM

**Documents Referenced:**

- Warrant articles from the Planning Board Google Drive
- Presentation from Nordblom - Network Drive PDD amendment

**Motion to Adjourn: 8:30PM**

*Respectfully Submitted,*  
*Tayla A. Moore, Recording Clerk*

**Approved: [4/28/21] ZBRC meeting [9-0-0]**