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TOWN OF BURLINGTON
ZONING BYLAW REVIEW COMMITTEE (ZBRC) MINUTES
July 9, 2025

Zoning Bylaw Review Committee called to order at 6:30 PM via Zoom.

Voting Members Present: Ernie Covino, Jeff DiBona, Betsey Hughes, Alex Rutfield, Sally Willard, Cathy Beyer

Voting Members Absent: Mark Smukler, Mark Donahue

Non-Voting Members Present: Marty Allan, Joe Impemba

Non-Voting Members Absent: Mark Dupell

Also Present: Liz Bonventre, Todd Fremont-Smith, Robert Buckley, Esq.

1. **Betsey called the meeting to order at 6:30 p.m.** Quorum was established.
2. **Introduction of new members**
 - a. Mark Smukler
3. **Announced that the Attorney General approved all but the Signage and ADU articles from January.**
 - a. Asked for more time to review those. Jennifer Priest will advise.
4. **September Warrant Article Review and Discussion**
 - a. Amend Article VIII. Section 8.6.0 MBTA Communities Multi-Family Overlay District – article
 - i. Todd Fremont-Smith, Nordblom and Bob Buckley were in attendance for this agenda item.
 - ii. Nordblom made all of the requested changes from our prior meeting to their article to amend Article 8 8.6.0 MBTA Communities Multi-Family Overlay district. As the Planning Board will not close the hearing until Aug 8, ZBRC will defer voting on the matter until our August 13 meeting.
 - iii. Todd said that the first setback is 44' and that the second setback is 58'.
 - iv. Todd agreed to distribute documents after the meeting.
 - v. The Planning Board will have a special meeting on August 7 at which time they will close the public hearing and make a recommendation. It was agreed to await the outcome of the Planning Board process before the ZBRC votes on this matter.
 - vi. **Motion:** To defer the vote until the ZBRC August meeting by Sally. Seconded by Cathy. Voted 6-0-0:
 - b. ZBRC Amendment DRAFT – Definitions
 - i. Betsey said that she made edits based on feedback from the last meeting. The references used for definitions was the Planner's dictionary as well as language from the zoning bylaw.
 - ii. There was a discussion on building height in that building height should be measured from the ground at pre-construction.
 - iii. Ernie inquired about how to measure height if a sloped lot were filled. It was stated that such a situation may qualify for a variance. Jeff said that this is outside of the purview of the ZBRC. Sally agreed. Alex disagreed.
 - iv. Sally said mean finished grade is what is existing at permit application.



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v. Jeff said that this is a building code issue.

Motion: To remove Section 2.19 'Building Height' out of the proposed Article II definitions by Jeff. Seconded by Betsey. Voted 6-0-0.

- vi. The definition of structure was obtained in the Planner's Dictionary.
- vii. Ernie inquired if a setback is measured from a structure or a part of a structure. Marty indicated that it is measured from a structure.

Motion: To accept the article as revised Article II by Cathy. Seconded by Sally. Voted 5-0-1: Aye: Ernie, Cathy, Sally, Alex, Betsey Abstain: Jeff.

viii. Betsey said that she would revise the proposed article and forward it to Liz for inclusion on the Planning Board's July 14 meeting agenda.

5. Approval of June Meeting Minutes

- a. **Motion:** To accept the minutes of the June meeting as amended by Sally. Seconded by Jeff. Voted 4-0-2: ; Aye: Sally, Alex, Jeff, Betsey, Abstain: Ernie, Cathy.

6. Business Representative Opening discussion

- a. Betsey said that the ZBRC needs a member from business.
- b. Jeff said that he has someone in mind to ask.

7. Jennifer Priest has a new version of open meeting rules which have changed.

- a. All ZBRC members need to sign a certification form to attest to their having read the updated law.

8. Adjournment

- i. **Motion:** To adjourn at 8:30. by Sally. Seconded by Jeff. Voted 6-0-0.

The next meeting of the ZBRC will take place on August 13, 2025 at 6:30 p.m.

Documents Referenced:

*Respectfully Submitted,
Michelle R. Blanchette, Recording Clerk 7/16/2025*