

Stoneham Zoning Bylaw Review Committee Minutes
Tuesday, July 23, 2024
Town Hall Second-Floor Conference Room
5:30PM

Members present: Peter Bracciotti, Jessica Gerke, Ellen McBride, Cheryl Noble, Maria Sagarino, Tobin Schulman, Bill Sullivan, Tim Waitkevitch, Marcia Wengen, Erin Wortman

Members Absent: Kevin Dolan

Guests present: Dennis Sheehan,

Consultants present via phone: Chris Kushel, Ralph Wilmer

The Chair being absent, the meeting was brought to order by member Erin Wortman at 5:32pm.

The minutes of June 6, 2023 and June 11, 2024 were unanimously approved as presented.

Erin Wortman asked Consultant Chris Kushel to provide an update of the project.

A PowerPoint presentation was made. There was a discussion on definitions including initial zoning definitions of the following:

- Microblading/tattooing, beauty treatments or personal care;
- Distinguishing the various service establishments in Stoneham
- Accessory Dwelling Units (ADU)
- Building height

The concept of a table of uses was introduced. After a discussion on the topic and a group consensus to move forward with the idea, Erin Wortman suggested examples of a use table would be helpful. Consultant Chris Kushel will provide the committee with examples of use tables.

Other definition issues discussed included:

Accessory building – how many per lot, various types, detached ADUs

Process issues were introduced and will be discussed at a future meeting including site plan review authority, reducing variances, special permit process and stream-lining approval times.

Additional miscellaneous topics were looked at briefly including:

Short term rentals

Temporary uses

Ghost kitchens

Mobile services (oil changes, etc.)

Setbacks for accessory equipment (A/C structures, pool equipment)

Signage needs to be addressed and updated

Fences

Residence B lot coverage

Accessory Dwelling Units – considerations include: raising the minimum size from 750 SF / percentage of primary dwelling; detached ADUs; simplify the approval process

The consultants noted that they would need to reorganize the Stoneham Zoning Bylaw. The current organization structure includes:

1. Purpose and Authority

2. Definitions
3. Establishment of Districts
4. Use Regulations
5. Intensity Regulations
6. General Provisions Affecting All Districts
7. Administration
8. Applicability
9. Adoption and Amendment

The consultants' observations of the current organization are:

- At a high level the organization is logically organized.
- Primary opportunity is to simplify the many use district subsections, which can in large part be summarized in a Table of Uses.
 - Purpose for each district can be included in 3.1 with the listing of districts
 - Districts with additional provisions can be included separately
 - Note, this is separate from the issue of whether some districts should be eliminated/combined
- Add section for Special Regulations
 - Can be a place for future issues that arise
 - Can incorporate some provisions currently in Use Regulations
- Add section for Special District Regulations

There was a conversation about including an appendix and/or glossary of terms to make the updated zoning bylaw more resident/user friendly.

Having met with the Building Commissioner and members of the Zoning Board of Appeals (ZBA), the next steps for the consultants are: meetings with the Chamber of Commerce, Planning Board and local developers.

The next meeting of the Zoning Bylaw Review Committee will be determined after Erin Wortman meets with the consultants. Committee members will be advised.

The meeting was adjourned at 6:53PM.