

## PLANNING AND DEVELOPMENT BOARD MINUTES

April 6, 2009 City Hall, Planning and Development Department Rm 209, 7:00 p.m.  
1000 Commonwealth Avenue, Newton, Massachusetts 02459

### Full Members Present:

Tabetha McCartney, Chair  
David Banash  
Doug Sweet

### Alternate Members Present:

Leslie Burg

### Staff Present:

Steve Gartrell, Associate Director of Community Development and Housing  
Amy Yuhasz, Community Development Program Manager  
Trisha Guditz, Housing Program Manager  
Lowell Haynes, Community Development Planner  
Kathleen Cahill, Community Development Senior Planner  
Carol Schein, Recreation Specialist, Parks and Recreation  
John Daghlian, Associate City Engineer

### Public:

Phil Herr, Chair of the Newton Housing Partnership  
Phil Whitbeck, Chair of the Human Service Advisory Committee  
Richard Belkin, Chair of the Newton Corner Advisory Committee  
Peter Noonan, Executive Director of Supportive Living Inc.  
Daphne Collins, Planner for the Town of Watertown  
Ashley Smith, Director of Riverside Outpatient Center – Riverside Community Care  
Jacqueline Badeau, Residential Program Director for the Second Step  
Nancy Slamin, Executive Director of NWW Committee for Community Living  
Debby Sosin, Vice President for Children and Family Programs, Newton Community Service Center

T. McCartney, Chair, called the meeting to order at 7:20 p.m.

### Community Development Board [7:00]

1. **Action Item:** Approve the minutes of the March 9, 2009, meeting of the Planning and Development Board acting as the Board of Survey, Community Development Board and the Planning Board.

On request of T. McCartney for a motion to approve the minutes, L. Burg so moved. D. Banash seconded the motion. The Board voted 4-0-1 to approve the minutes.

2. **Public hearing and Action Item:** Request to transfer \$19,214.00 from Norumbega Garden Pathway Improvements (CD09-03B) to FY09 Curb Cuts (CD09-03G).  
K. Cahill spoke on behalf of the agenda item due to the fact that the representative for the Mayor's Committee for People with Disabilities was unable to attend because of inclement

weather. T. McCartney asked why the Norumbega project came in under budget and K. Cahill responded that this project was new territory for the Department of Public Works (DPW). Instead of replacing all of the interior pathways DPW only repaired the most critical areas. DPW relied on estimates and built in a contingency to create the project budget and luckily costs were overestimated.

D. Banash asked why only a portion of the extra funds (\$19,214) would be used to fund FY09 curb cuts and K. Cahill responded that the difference (\$8,951) would be transferred to contingencies and then used to front funds for the material costs associated with building the Crystal Lake accessible pathway (a proposed FY10 project). D. Banash asked how many curb cuts would be funded from the \$19,000 and K. Cahill responded that roughly four curb cuts or one intersection would be paid for through these additional funds. D. Banash wondered how the Mayor's Committee prioritizes intersections considering the limitation on the number of curb cuts that can be funded with CDBG funds. K. Cahill utilized a map depicting curb cuts completed in FY08 and FY09 as well as proposed FY10 curb cuts to show that curb cut priorities are concentrated in intersections that are heavily used by pedestrians.

On request of T. McCartney for a motion to approve the request to transfer \$19,214.00 from Norumbega Garden Pathway Improvements (CD09-03B) to FY09 Curb Cuts (CD09-03G), L. Burg so moved. D. Banash seconded the motion. The Board voted 5-0-0 to approve the transfer.

**3. Public Hearing and Action Item:** WestMetro HOME Consortium Citizen Participation Plan.

K. Cahill explained the changes in the document, which are very similar to those approved by the Board for the Newton Citizen Participation Plan. These changes include an increase in the comment period for a substantial amendment (15 to 30 calendar days) as well as a change related to what is published in the paper pertaining to the Consolidated Plan, the Annual Action Plan and the CAPER. The current, lengthy public notices that often include proposed allocations were changed to only include details pertaining to the availability of the document.

Upon request of T. McCartney for a motion to approve the WestMetro HOME Consortium Citizen Participation Plan, D. Banash so moved. L. Burg seconded the motion. The Board voted 5-0-0 to approve the motion.

**4. Public Hearing and Action Item:** Presentation of the FY10 Annual Action Plan for the City of Newton CDBG and ESG Programs and the WestMetro HOME Consortium HOME Program.

Housing and Community Development staff, representatives from each advisory committee, and project applicants presented a PowerPoint presentation of the proposed FY10 CDBG, HOME, and ESG projects in the areas of economic development, human service, access, neighborhood improvements and housing. The presentation also reviewed changes in funding allocations from FY08, FY09, and FY10.

D. Sweet wondered why the economic development loan program has not been more successful. A. Yuhasz responded that the businesses that are attracted to the program usually are businesses that have experienced difficulty obtaining conventional loans. Oftentimes applicants lack viable business plans, have credit problems, or other issues. The economic development program fulfills a small niche and therefore does not yield many clients. A. Yuhasz added that staff make appropriate referrals to help applicants strengthen their business plan, etc.

Upon request of T. McCartney for a motion to approve the WestMetro HOME Consortium Citizen Participation Plan, D. Banash so moved. L. Burg seconded the motion. The Board voted 4-0-1 to approve the motion.

### **Planning Board [9:00]**

#### **1. Discussion Item:** Home Business Ordinance.

D. Banash provided the Board with a summary of the progression of the Home Business Ordinance. A public hearing was held by the Zoning and Planning Committee on February 23 during which members of the Planning Board voted to make additional changes to the Board's original proposal. The Zoning and Planning Committee will meet April 13 to discuss the current proposed changes to the Ordinance made by the sub-committee of the Planning and Development Board. These changes include: elimination of trip ends, inclusion of language specifying that the home business can be located anywhere in the dwelling, a decrease in the amount of gross floor area the business can occupy which will be measured by gross floor footprint, clarification that shared space will be included in the "business" area count, and language changes to parking requirements in the proposed ordinance.

T. McCartney reminded the Board that there is a special meeting of the Planning Board on April 27. The meeting will include a public hearing for PMBD ordinance amendments and the Homeless Prevention and Rapid Re-Housing Program funds the City will be receiving as part of the American Recovery and Reinvestment Act.

The meeting adjourned at 9:35 pm.

Respectfully submitted,

Stephen D. Gartrell  
Secretary