



TOWN OF BRIDGEWATER, MASSACHUSETTS

MASTER PLAN COMMITTEE

FINAL MINUTES: AUGUST 9, 2018

Members Present: ✓ Matt Geritsen ✓ Tom Hall ✓ Carlton Hunt

Guests: Jennifer Burke, Town Economic and Community Development Director
Elijah Romulus, Assistant Town Planner

There being a quorum, the August 9, 2018 MPC meeting was called to order at 3:00 PM in Academy Building Rm 201B.

Ms. Burke acted as facilitator for the committee reorganization. Dr. Carlton Hunt was nominated and voted as the Chair (3/3) and Mr. Gerritsen was nominated and elected as Recording Secretary (3/3).

Motion to approve the 05/24/2018 minutes subject to clerical corrections, passed unanimously.

Public Comment

None.

Old Business

- 1) Zoning. Coordination of land use plan, comprehensive zoning update and Town Council Strategic Planning Projects provided by Ms. Burke.
 - a) Strategic Planning Process. Town wide Survey to be conducted by phone. A message with a call back number to be left along with on-line completion instructions for the survey in the event the call is not picked up. Committee expressed concern about the phone number of the survey provider not being available on Town website and citizens avoiding the cold call. Survey to be complete at the end of August.
 - b) Comprehensive Zoning. Consultant has been hired and the rewriting of the zoning ordinances has begun. The project will encompass inclusive zoning, so this will be a combined item moving forward. Project will also include a complete revision and re-write of the Bridgewater Master Plan. Ms. Burke stated that an *ad hoc* committee would be formed for the rewrite of the Master Plan and that the make-up of the committee is still to be determined.

The committee discussed without resolution the effectualness of the committee moving forward if the Master Plan was to be fully revised.

The committee discussed its role as set out in the Town's Charter and under the administrative code and upon motion duly made and seconded unanimously

RESOLVED: That the Master Plan Committee ("Committee"), as the entity charged with the responsibility for "facilitating the implementation and updating of the Master Plan"¹ be included by the Town Manager on all distribution of material related to the re-write of the Master Plan and that the members of the Committee be placed on the committee charged with advising on the Master Plan re-write..

¹ The Administrative Code of the Town of Bridgewater, Ch, 1, Art. III, §20(B)



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Ms. Burke advised the committee that she appreciated its concerns and would advise the Town Manager.

The Committee upon motion duly made and seconded unanimously

RESOLVED: That the Chair of the Committee directly relate the resolutions and concerns of the Committee to the Town Manager.

The Chair agreed to act in response to the resolution.

- c) Pursuant to item "b)", above, Inclusive Zoning and Sign Ordinances shall be included with Comprehensive Zoning as old and new business moving forward.
 - d) CBD Zoning Update. The Council will vote on CBD Zoning at the 9/11/2018 meeting
- 2) Downtown Revitalization. Mr. Romulus provided an update that the Branding and Wayfinding project was moving forward, and a Scope of Services Agreement was in place. A meeting is planned for August 27th or 28th for the project committee to meet and set directives.
3. Ordinances.
- a) Air rights. Mr. Gerritsen presented a written recommendation, attached hereto, for the Committee to forward to the Town Manager. The committee discussed the recommendation and requested the Mr. Gerritsen revise the document to include material related to the authority of the Town to act. Mr. Gerritsen agreed to do so.
- Upon motion duly made and seconded it was
- RESOLVED: That the Chair provide such recommendation to the Town Manager with a copy provided to the Department of Community and Economic Development.
- b) Sign Ordinance. Ms. Burke advised the committee that this item would also be included in the comprehensive zoning re-write at item "1.b)"
4. Dam Safety. The Chair provided an update.
- a) Carver Dam. Engineer hired by Town must wait for Commonwealth's engineer to finish survey.
 - b) High Street Dam. No update.
5. Master Plan. Ms. Burke advised that the traffic study planned with OCPC's technical assistance to advance the revision of the Transportation Section of the Master Plan was being cancelled due to the Master Plan rewrite project. In response comments from the Committee, Ms. Burke indicated that the planned traffic count would still be conducted. The Committee expressed concern that such count occurs while Bridgewater State University and other local schools were in session. The Committee also voiced concern that the study be Town wide to ensure all traffic patterns are identified.



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New Business.

1. Grove Street Apartment Complex.

Chair informed the committee that a complex of 36 town house units was proposed for Grove Street site. Zoning Board of Appeals to vote on proposal and variances at September 12, 2018 meeting. Support of the University for the proposal is not clear. Committee discussed proposal and could not determine from information available if there would be an impact to or in support of the 2014 Master Plan recommendations. The committee, without resolution, arrived at a consensus determination to continue to review the proposal and take action in appropriate.

2. Tracking of Master Plan Implementation. The committee discussed and arrived at a consensus to stop tracking implementation of Master Plan items until the Master Plan rewrite project reached a resolution.

3. Master Plan Rewrite. The committee discussed the impact of the Master Plan rewrite project on the committee's role moving forward.

Public Comments

No public comments were received.

No further discussion or actions were identified. The meeting was adjourned at 4:00 PM.

The next meeting was scheduled for September 13, 2018 @ 3PM, Room 201B, Academy Building.

Submitted by Matt Gerritsen

Secretary of the Meeting