

Approved: May 22, 2021

**MINUTES OF THE PROCEEDINGS OF
THE INCLUSIONARY ZONING BYLAW WORKING GROUP (“IZBWG”),
APPOINTED BY THE PLANNING BOARD OF THE TOWN OF LANCASTER**

Meeting conducted via ZOOM internet conferencing
Friday, April 23, 2021

Present: Carol Jackson, IZBWG Member & Clerk of Planning Board
Victoria Petracca, IZBWG Member & Chair of Affordable Housing Trust

Absent: Roy Mirabito, IZBWG Member & Vice-Chair of Planning Board

List of Documents (Meeting Materials):
Draft Inclusionary Zoning Bylaw - Version 7 April 1, 2021

I. Call to Order & Administration

Carol Jackson, Member, was appointed Zoom host by the Town Administrator. She called the meeting to order at 9:31 A.M.

Zoom meeting link: <https://us02web.zoom.us/j/87811191513> Meeting ID: 878 1119 1513

Meeting Materials: <https://www.ci.lancaster.ma.us/planning-board/pages/meeting-materials>

II. Approval of Meeting Minutes

March 2, 2021

March 6, 2021 (pending delivery of Zoom transcript)

March 12, 2021 (pending delivery of Zoom transcript)

March 20, 2021

March 26, 2021

Member Victoria Petracca clarified that March 2, 2021 and March 20, 2021 meeting minutes were circulated to the Members. There was an edit to the March 2, 2021 minutes and no edits to the March 20, 2021 minutes.

Member Carol Jackson made a motion to approve the meeting minutes of March 2, 2021 and March 20, 2021. This was seconded by Member Victoria Petracca, and then voted unanimously to approve.

Member Victoria Petracca then updated she was still waiting for the Zoom transcripts for March 6, 2021 and March 12, 2021 from the Town, and had since requested the video recordings as another means to write minutes. She explained this is why the minutes skip ahead to March 20, 2021, and as soon as either the two requested transcripts or videos are provided, minutes will be done and be circulated.

III. Public Comment

Resident Greg Jackson provided a public comment. He recommended proofreading the language in the Town Meeting Warrant Article to ensure everything is correct as compared to what was submitted and without typos.

IV. Scheduled Appearance(s)

None

V. Review Feedback

1. Discuss any correspondence received

No correspondence has been received by the Inclusionary Zoning Bylaw Working Group Members since the last meeting held on April 16, 2021.

VI. Prepare for May 3, 2021 Annual Town Meeting

Working Group Members reiterated the importance of proofreading the Inclusionary Zoning Article on the Annual Town Meeting Warrant before it is closed by the Select Board.

VII. New Business

None

VIII. Communications

1. Schedule and next Inclusionary Zoning Bylaw Working Group meeting.

The next meeting is scheduled on Thursday, April 29, 2021 at 9:30 A.M. via Zoom.

IX. Adjournment

After a motion by Member Victoria Petracca and seconded by Member Carol Jackson, the meeting was unanimously voted to be adjourned at 9:39 A.M.