

Charlemont Planning Board
August 13th, 2015 Meeting Minutes

Members Present:

Robert Malone, Acting Chair

Michael Kane, Carlene Hayden, Gisela Walker

Members Absent:

None

Guests:

Frank & Helen Carcio / Jim Gariepy / Doug Dean

Call to Order

Board Member Robert Malone called the meeting to order at 7:38 PM.

Item # 1 – 7:39 pm

Frank & Helen Carcio – Special Permit Violations

Jim Gariepy the abutter was in attendance to explain the complaint and the Carcio's were in attendance to answer the complaint. Following discussions where both parties were given ample time to voice their concerns, a solution was agreed to without modification of the special permit.

The Carcio's would in the future maintain a 20' wide buffer of un-mowed grass which would be mowed just once a year in the fall. This would allow for screening of the Gariepy property.

The Carcio's also agreed to add signage to direct folks to the restroom and to add porta-potty to meet the projected need brought about by increased usage.

A drawing of the site was annotated to record the agreement and a copy of this will be attached to these meeting minutes and added to the Great Outdoors special permit file. The Carcio's and Mr. Gariepy signed and dated the drawing.

Item # 2 – 8:18 pm

Doug Dean Special Permit Hearing for change of use from educational to commercial use.

The address of the business is 1605 Rte. 2 (Sugar House)

The hearing was required as a change of use was determined. R. Malone read the notice as was advertised in the Greenfield Recorder newspaper. The notification was posted per requirements.

The existing sign location, size and lighting would not be changed.

Parking would be increased from 10 to 15 spaces.

The hours of operation would be 6:00am to 11:00pm Monday through Sunday.

Any dumpsters in visual line of site to Rte. 2 would require screening (none present at this time).

The permit would remain with the property owner.

The board followed with a review of the criteria for a special permit as required under section 23.9 of the zoning bylaws. The responses to 23.9 was recorded as the following:

- a) Yes
- b) No Impact
- c) No
- d) None
- e) None
- f) No Impact
- g) It is fitting/no change
- h) Good Design
- i) Positive
- j) None
- k) N/A
- l) N/A

Motion: A motion was made by Robert Malone for a special permit to allow Doug Dean to change the use from Educational to Commercial.

2nd by – Carlene Hayden

Discussion – None

Vote – Unanimous

Item # 3 – 8:45 pm

Frank Buntin – Discussion of Berkshire Pizzeria permit/agreement.

Planning board will forward the question to BoS concerning the liquor license allowing alcohol to be served to 1:00am vs the Special; Permit which has the business closed at 10:00pm.

Additional discussion with Frank Buntin concerning the roadway and progress to date. Planning Board will send copy of the Special permit to the Building Inspector to ensure that all conditions of the Special Permit are complied with before he issues a final C/O.

No further action required.

Item # 4 – 9:06 pm

Resignation Notice from Dan Girard

A resignation letter was sent to the BoS indicating Dan is resigning his post on the Planning Board.

The board would extend an offer to Dan to rejoin the board after a break and would welcome his return.

The board also discussed the protocol for dealing with complaints made to board members outside of the meeting venue. Suggestions would be given to the BoS to include in their job description outline for volunteers.

No further action required.

Item # 5 – 9:18 pm

Complaint 464 Tea Street concerning the building of a fence w/o a permit.

A fence is defined as a structure under article V definitions in the Charlemont Zoning Bylaws.

The Planning Board will offer an amendment to the bylaws to be voted on during the next town meeting to clean up this issue and avoid any confusion in the future.

The Planning Board will reach out to Pat Smith of the FRCOG to review this section of the bylaws and solicit her help in making changes to the language.

Tabled for further discussion.

Item # 6 – 9:31 pm

Request from Peg Dean regarding accounting for Town Sign. The Planning Board discussed reducing the cost to the town by reduction of fees.

The Planning Board discussed waiving the Special Permit fees for the Town Sign. This was a request by Administrator Dean and the Town Accountant in an effort to simplify the accounting process as it would basically be the Town paying the Town. Motion: Carlene Hayden moved that the Planning Board waive the Special Permit application & Abutter fee for the town sign and have the town pay the invoice for the hearing notice from the Recorder instead.

2nd by – Robert Malone

Discussion – None

Vote – Unanimous

Item # 7 – 9:36 pm

Donation box question. Does the town require a permit for clothing and book donation bins/boxes.

Planning Board does not require a permit.

Executive Secretary will respond to this question.

No further action required.

Item # 8 – 9:39 pm

Board reviewed and approved the minutes of the previous meeting July 23th, 2015.

Michael Kane, Carlene Hayden and Robert Malone initialed the meeting minutes acknowledging approval. Gisela Walker was not in attendance to initial the previous meeting minutes.

Item # 10 – 9:55 pm

Would the old safe used by the planning board be gifted to the town for other use.

Without motion or vote agreed to allow use by town.

Item # 11 – 10:01 pm

Having completed all business scheduled for this meeting,

Board Member Robert Malone moved the meeting be adjourned.

2nd by – Gisela Walker

Discussion – None

Vote – Unanimous

Time: 10:02 pm

Correspondence/Documents Reviewed in this meeting:

- 1) Letter from Conservation Works concerning open space and recreation plan.
- 2) Building Permit Report
- 3) Town of Rowe Public Hearing Notice.

The next meeting of the planning board is scheduled Thursday August 27th, 2015 7:30 PM at the Town Office.