

Charlemont Planning Board
July 18th, 2024, 6:00 PM Meeting Minutes
Via conference call and in person, Town Hall

Members Participating: Bob Nelson, Jennifer Mooney, Liz Bouyea, Lori Shulda-Merrigan, Bill Harker

Others Participating Todd Richardson, Star Atkeson

Bob Nelson called the meeting to order at 6:00 PM.

The board discussed an email sent by someone inquiring about putting an RV or Park Model home on her sister's parcel and was asking about the rules. Bob read the email. The Board decided that she should go the route of building an ADU, (permitting it first as a shed or garage and then taking the steps towards an ADU.) Currently under Charlemont's bylaws an RV would be considered temporary.

Appointments: 6:15 Todd Richardson to discuss dividing his lot at 55 South Heath Road

The Board looked at Todd Richardson's maps and helped him come up with ways of splitting it up. Each parcel will have 150 feet of frontage. The surveyor will design the lots.

Action Items:

1. Board Organization

Jennifer Mooney made a motion to keep Bob Nelson as the Planning Board Chair. Lori Shulda-Merrigan seconded the motion. All in favor.

Lori Shulda Merrigan motioned to elect Liz Bouyea as Planning Board Clerk. Jennifer Mooney seconded it. All in favor.

Jennifer Mooney motioned to elect Lori Shulda Merrigan as Vice-Chair. Bob Nelson seconded the motion. All in favor.

2. Review and approve Minutes of 6/21/2024

Bob Nelson motioned to approve the 6/21/2024 Minutes as written. Jennifer Mooney seconded the motion. All in favor.

3. Vote on waiving Greg Rowehl/ Berkshire Pizzeria's Site Plan Review amendment fee and costs

Bob is fine with waiving the fee as the Town Counsel had said that the Planning Board had overreached in terms of the driveway language in the permit.

Lori Shulda-Merrigan motioned to waive the site plan review fee. Liz Bouyea seconded the motion. All in favor.

4. 90 Main Street, how to amend the Special Permit to run with the property
The board discussed what to do about the 90 Main Street Permit. A previous Board had erroneously told the business that their permit ran with the property when it had actually run with the previous applicant. Some thought it may be incorrect to have a renter obtain a permit that ran with the rental property. Others thought it was fine to permit a business to run with the property, and the Board will seek to do that with the current business. They agreed to waive the fee. Bill will talk to the owner and the business owner to find out what they want to do.
5. Review and sign Planning Board Rules and Regs
The Board signed the Rules and Regs which were approved August 17th 2023, to then submit to the Town Clerk. Member can read the Rules and Regs individually.
6. Review updated Zoning Bylaws
One more proofread would be good before publishing the updated bylaws. Lori volunteered to do it.

Discussion Items:

1. Update on Board priorities:
 - Master Plan update
 - The Master Plan needs to be updated for the town to receive some grants. Bob said that they should take the current master plan and delete what has been done or things that don't need to be done and add items that would be most beneficial. They could write a few paragraphs of RKG recommendations to enhance opportunities for the Town.
 - Liz pointed out that the updated master Plan does not need to be brought to Town meeting and can pass with a vote by the Planning Board, although she said it does warrant being updated with involvement from townspeople.
 - The Open Space and Recreation Plan also needs to be done to get funding for projects at the fairgrounds. She wondered if an Open Space Plan existed. The Board looked at Ashfield's Open Space Plan which was extensive and funded by a DLTA grant.
 - The Board spoke briefly about the fairgrounds.

Bill Harker closed the meeting at 8:08 PM.

Documents reviewed in meeting

Minutes of June 21, 2024

July 18, 2024, Agenda

2 Maps of 55 South Heath Road

Email from person inquiring about a tiny home