

Charlemont Planning Board

July 9th, 2015 Meeting Minutes

Members Present:

Dan Girard, Chair – Robert Malone, Vice-Chair

Michael Kane, Carlene Millett, Gisela Walker

Guests:

Pat Smith, FRCOG

Doug Dean

Call to Order

Planning Board Chair Dan Girard called the meeting to order at 7:30 PM.

Item # 1

Pat Smith from FRCOG attended this meeting to guide a discussion of the possible amendments to the current Site Plan Review – by laws.

Board reviewed matrix of 11 other Franklin County town and their site plan procedures with Pat Smith.

Reviewed the sections of Charlemont current site plan regulations which may need to be revised or clarified. The emphasis on any proposed changes would streamline and clarify the special permit process.

Pat Smith will forward a draft copy of the proposed revision to the bylaws in time for our September 17th, 2015 meeting.

Item # 2

Reviewed and approved the June 25th, 2015 Planning Board meeting minutes.

Item # 3

Board discussed the special permit violations by the Great Outdoors.

Dan Girard moved that a letter be sent to the permit holder. The letter would point out the violations of the current special permit and its conditions. This letter will also be sent to the Complainant who observed the violations and made a verbal complaint to the board, the BOH, & the Building Inspector. The letter would also invite the permit holders and all those copied on the letter to attend the next Planning Board meeting to be held on July 23rd, 2015 at the town office.

2nd by – Gisela Walker

Discussion – None

Vote – Unanimous

Item # 4

Board review any correspondence that came in since last meeting

Item # 5

Board reviewed Cold River seating issue that was brought to the attention of the board.

Dan Girard moved to table the issue and defer this to the Building Inspection Department for review and comment.

2nd by – Carlene Millet

Discussion – None

Vote – Unanimous

Item # 6

Board reviewed North River Snack Bar and their compliance with their existing Special Permit. Planning Board will review the site conditions and report back on any non-compliant conditions.

Dan Girard moved to table the issue until the site conditions can be observed.

2nd by – Michael Kane

Discussion – None

Vote – Unanimous

Item # 7

Having completed all business scheduled for this meeting,

Dan Girard moved the meeting be adjourned.

2nd by – Gisela Walker

Discussion – None

Vote – Unanimous

Time: 10:26 PM

Robert Malone

The next meeting of the planning board is scheduled July 23rd, 2015 7:30 PM at the Town Office.

Documents viewed in the meeting of 7/9/15

1. June 25th Meeting minutes
2. Sample Franklin County Site Plan Review Bylaws Matrix
3. Charlemont Zoning Bylaws-Land Use Performance Standards
4. Charlemont Planning Board – Special permits tracking and follow-up worksheet
5. 10K Properties, LLC Site Plan Review application