

Planning Board Meeting Minutes December 3, 2015

Members Present: Robert Malone, Chair, Gisela Walker, Carlene Hayden.
Others Present: Matt Clark

7:04 P.M. Meeting called to order by Chair, Robert Malone.

The Board reviewed the minutes from the meetings of 10/1/15 & 11/9/15. On a motion by Malone and seconded by Walker, the Board unanimously approved the minutes as written.

Matt Clark attended the meeting to discuss the demo and replacement of a garage on the property of his automotive business. Clark explained he would be replacing a 30x20 garage with a 30x40 3 bay garage and explained that the purpose was to provide more space for working on vehicles. The Board discussed Clark's current permit and reviewed the Site Plan Review submittal requirements with him. After discussion, the Board set a hearing date for Monday, December 21st and asked Matt to get all required documents into Hayden as soon as possible.

It was noted that there was a building permit pending for a ground-mounted solar array at 16 Avery Brook Road, which per the zoning bylaws requires a Site Plan Review. It was discussed that Hayden would notify the owners and the Building Inspector of this. The Board reviewed the submittal requirements that would be needed so it could be given to the owners to start gathering. A tentative hearing date was set for Thursday, January 7th, 2016.

Hayden discussed the current practice of having only the Chair sign decisions on Special Permits and Site Plan Reviews and explained that this often makes it very difficult to get them filed on time due to work schedules. It was noted that allowing all members to sign a decision would allow Hayden to sign and file them with the Town Clerk, should the Chair not be able to get in to sign in time since, she was in Town Hall anyway. On a motion by Malone and seconded by Walker, the board unanimously voted to allow any Planning Board member to sign decisions.

The Board discussed the Planning Board open House and decided on offering cider, donuts, and Christmas cookies. Fliers will be posted around town and on the website to promote it.

The Board reviewed Pat Smith's current draft of zoning bylaw changes and noted to remove campgrounds from residential uses and to add solar to residential uses, with the following verbiage regarding a threshold "The size of a residential solar array is limited to a maximum of 2 times the historical annual kw usage for the residence which it is meant to serve." Hayden will relay these changes to Pat.

The Board reviewed their mail and correspondence.

The meeting was adjourned at 8:55 P.M.

Respectfully Submitted,
Carlene Hayden

Documents Viewed in Meeting of 12/3/15

1. Minutes from meetings of 10/1/15 & 11/19/15
2. Matt's Automotive Special Permit file from 2006
3. List of Site Plan Review application requirements for Matt's Automotive
4. List of Site Plan Review application requirements for 16 Avery Brook Road
5. Email from Pat Smith outlining draft changes to zoning bylaw, dated 12/2/15
6. Pat Smith's draft changes to zoning bylaw, dated 12/2/15
7. Notice of public hearing from Shelburne ZBA, for 12/3/15
8. Notice from Mount Grace Land Conservation regarding open space grants, dated 11/15/15.