

## **Minutes of the Planning Board Meeting**

**Place: History Room, Pelham Library**

**Date: July 29, 2019**

**Time: 7 PM with Public Hearing called to order at 7:00 pm**

**Members Present: Judy Eiseman, Chair, Leslie Laurie, Linda Spink (recording)**

**Absent: Lexi Dewey, Pete Wilson**

**Other attendees: Cam Weimar and Rusty Rowell**

1. The meeting was called to order at 7: pm.
2. Discussion of the minutes from July 8 resulted in suggested change in item 7, which Judy will include in the approved minutes. The Planning Board unanimously approved the July 8, 2019 minutes as modified.
3. Two topics were added to the agenda under updates: 1) review of the modifications to the Community Hall driveway, and 2) discussion of hemp and marijuana issues.
4. Cam Weimar presented the Planning Board with an ANR (Subdivision Approval Not Required) plan (Form A) and nine copies of the maps showing his plan to sub-divide his previous lot into three new frontage lots, consistent with the new Zoning Bylaws approved in 2018. He had proactively checked with the Pelham Conservation Committee and nothing of concern was noted. The Planning Board reviewed the plan and found it in compliance with the Zoning Bylaws required standards (page 13, Table 2B Table of Dimensional and Density Regulations for the Village Center Mixed-Use District)
5. While discussing the plan and process for submitting the ANR, Cam and the Planning Board noted that Form A needs some editing and the process for submission should be amended to say that the "Once the plan is stamped and recorded at the Office of Hampshire Land Records, the applicant shall provide the Planning Board with a copy of the stamped plan and/or a notification of book and page numbers as recorded." Judy Eiseman offered to make the necessary edits to the Form A.
6. Job Description for the Administrative Researcher position with the Planning Board - After a brief description regarding the type of work that would be handled by this position, Judy took the suggested responsibilities and qualifications and offered to write up the description. The draft position description will be brought to the Planning Board during the Sept 9<sup>th</sup> meeting. Leslie will check on where the job description can be posted and let the Planning Board know the results during the Sept 9<sup>th</sup> meeting.
7. Updates:
  - a. Judy noted that the submission of the Annual Town Meeting votes on the zoning by-laws had been delayed and was finally sent this month to the Attorney General for her review. The Attorney General has 90 days to complete the review.
  - b. Fee schedule - Review of the zoning bylaws fee schedule was postponed until Sept 9<sup>th</sup> meeting, due to Pete Wilson's absence.
  - c. Bylaw revisions - The Planning Board discussed and agreed to take up potential revisions of the Solar Bylaw and Storm Water Management Bylaw at the Sept 9<sup>th</sup> meeting. In preparation for these discussions, Judy will contact PVPC and Dillon Sussman, seeking their input and assistance in drafting a final document for review. The working

draft of the document will be provided to the Conservation Commission, Energy Committee and Select Board for their information and input prior to public hearings. Since the bylaws won't be discussed until Sept, the Planning Board decided to cancel the August 5<sup>th</sup> meeting.

- d. Bill Wilson's property - Judy shared that the step previously outlined (filing for a permit from the Select Board under Section 125-16 Unregistered Vehicles of the Zoning Bylaw and having the Conservation Committee conduct a wetlands determination) were underway.
- e. The Planning Board agreed to schedule a site visit to the proposed location for the Town Pavilion, and then to schedule a public meeting with Matt Wolaver, a Conservation Committee representative, and any other individual or board representative with an interest in discussing the options and parameters for the Town Pavilion.
- f. Community Hall driveway modifications - After visiting the work being done on the Community Hall driveway, Judy Eiseman and Bob Agoglia agreed that the project should have come to the Planning Board for review before beginning the work. This oversight underscored the need to remind all Town Committees and Boards members of the new Zoning Bylaws and the need to discuss any planned changes within the Village Center Multi-use District with the Planning Board. Judy also suggested that after a recent discussion she had with the Highway Superintendent, the Planning Board should review the Town Bylaws on Driveway and Parking to see if any revisions were necessary and to clarify issues such as recreational and on road parking.
- g. Shumway—no action was suggested at this time.

The meeting adjourned at 9:05

Next meeting: Sept 9, 2019 at 7:00 pm

Respectfully submitted by Linda Spink, Planning Board member