



# PLANNING BOARD

10 West State Street

Granby, MA 01033

Telephone: (413) 467-7177 Fax: (413) 467-2080

Website: [www.granby-ma.gov](http://www.granby-ma.gov)

Members: Glen Sexton, Chair  
Jim Trompke, Vice Chair  
Robert Sheehan, Jr., Treasurer  
Lillian Camus, Secretary  
Jay Joyce, PVPC Representative

Others: Al Wishart, Police Chief & Chair Marijuana Ad Hoc Committee  
Kelly Bernier  
Tammy Sapowsky  
Steve Sapowsky

Absent:

Meeting: Monday, April 9, 2018

Location: One Library Lane, Upper Level, Granby, MA

## Minutes

**CALL TO ORDER:** Glen Sexton called the meeting to order at 6:00 p.m.

### Administrative Items

#### Approve Bills

No bills to approve.

#### Approve Minutes

##### *Approval of March 26, 2018 Minutes*

Glen Sexton asked if there were any changes to the March 26, 2018 minutes. Hearing none,

Motion was made by Robert Sheehan, Jr. and seconded by Jay Joyce approve the March 26, 2018 minutes. Motion carried 4 in favor, 0 opposed, 1 abstained. (Jim Trompke)

## **New Business**

### Marijuana Ad Hoc Committee

Al Wishart gave an overview of what the Marijuana Ad Hoc Committee has been doing. Mr. Wishart noted marijuana would be regulated through regular bylaws and zoning bylaws. Ultimately, it will be the voters who will decide what they want.

Jay Joyce asked if there is a generic timeline that all committees are using. Mr. Wishart responded there is not at this time.

Jim Trompke noted the Planning Board will put together issues we think apply, have public hearings and put an article together. During that process we will have to be in touch with the Marijuana Committee.

Mr. Wishart suggested all Boards/Committees hold a public hearing at the same time.

Jay Joyce suggested sending a timeline for all Boards/Committees to follow. Glen Sexton suggested the Marijuana Committee be the one to send out the timeline. Mr. Wishart agreed to take on the responsibility of sending out the timeline.

Robert Sheehan, Jr. suggested having two meetings; one where the Marijuana Committee, along with other Boards/Committees, meet among themselves then come together for another meeting to finalize. Mr. Wishart agreed it was a good suggestion.

The group discussed what Boards/Committees should be involved in the discussions. The list included the Marijuana Ad Hoc Committee, Selectboard, Planning Board, Board of Health, Zoning Board of Appeals, and possibly the Conservation Commission. Mr. Wishart will send a notification of the meetings to all the Boards/Committees suggesting that if they are concerned and if it's in your interest, come to the meeting.

### 6:31 p.m. - Kelly Bernier – Discussion – 181 West State Street

Kelly Bernier currently has a business called Better Days Apothecary. Ms. Bernier makes herbal products and is looking to sell them wholesale. Ms. Bernier wanted the Planning Boards' guidance as to what steps she needs to take to get the proper permits.

Jim Trompke explained the Board would need to see a plot plan, which should include parking, square footage of the business, access, size and height of the sign and where it will be located.

### Sapowsky Farms – Discussion - Bakery

Tammy Sapowsky explained they would like to offer bakery products at their stand. The bakery products would be baked on site as they will have an oven inside the building.

Jim Trompke noted the Planning Board rezoned their area for business. As they are already a retail business offering bakery products would be included in the approval when they opened the business. The Planning Board does not need to approve anything.

### Correspondence – PVPC Contract

The Board reviewed an e-mail from Larry Smith outlining charges to be billed for ongoing projects that will go over the limit of the current contract. Mr. Smith included an amendment to the original contract for the Board to sign.

Glen Sexton will follow up with Chris Martin to see if the Planning Board's budget has the money for the \$1,500 increase in the PVPC contract. The Board will vote on the matter at the next meeting.

Glen Sexton will also ask Cathy Leonard what we have paid to Larry Smith to date.

Lillian Camus will check with Cathy Leonard for the following:

- 134 South Street – Dickinson Farms – Did we bill out enough to cover Larry Smith's \$1,976.05 fee.
- 174 South Street – Did we bill enough to cover Larry Smith's \$893.70 fee?

### Discussion – "MGL Chapter 91"

The Board discussed the information provided. No need for any action at this point.

### Review of Potential Bylaw Changes

The Board reviewed the chart created by Lillian Camus of suggested bylaw changes.

#### Subdivision Bylaws

- Fee Schedule – Special Permit w/Site Plan Approval - Jay Joyce will check with other towns as to how they calculate the size of the projects.
- Add ability to charge consultant fees - To be included in fee schedule after Jay Joyce comes back with calculations for projects
- Shrink Village Center Zone to improve business opportunities – to be reviewed at a later date
- Develop an exempt use section that permits exempt use by right but still requires site plan approval – to be reviewed at a later date
- 7.02 Roadway Designs, 8. Sidewalks – Add a new paragraph at beginning: Construct sidewalks to be in compliance with ADA requirements.

#### Zoning Bylaws

- 6.29 - Changes, Alterations, Expansion –
  - Add Appeals after Expansion
  - Number the paragraph as 1.
  - Add a second paragraph as 2: Per Mass Law under Section D. Notices and Certifications, paragraph 1. "Notice of the decision must be mailed forthwith, by the Special Permit Granting Authority, to the petitioner, parties in interest and to every person at a public hearing that requested a notice. The notice must specify that any appeal must be made pursuant to MGL, Chapter 40A, Section 17 and filed within 20 days after the date the notice was filed with the municipal clerk."

- 5.4 – Single Family Dwelling on Estate Lot(s)
  - 5.41 – Change to read, Two (2) estate lots may be adjacent to each other at the street line without Site Plan Approval. Additional estate lots up to a total of five (5) consecutive estate lots require Site Plan Approval.
- 5.2 – Performance Standards for Business, Industrial and Residential Uses
  - Add before first paragraph - Business Estate Lots shall be permitted in the GB, Mixed Use and Industrial districts. They are subject to the dimensional and density regulations as stipulated in Section III, Table 2 – Table of Dimensional and Density Regulations, and in accordance with the additional requirements specified below.
  - (add business estate lots to table with same numbers, etc. as single family).
- 5.20 Purpose and Applicability – add the following
  - Two (2) estate lots may be adjacent to each other at the street line without Site Plan Approval. Additional estate lots up to a total of five (5) consecutive estate lots require Site Plan Approval.
  - The area of each estate lot, excluding the access strip, shall be a minimum of 80,000 square feet.
  - Any estate lot created must be held in common and contiguous ownership with the front access strip.
  - The estate lot(s) shall have a minimum street frontage of not less than forty (40) feet and an access width of not less than forty (40) feet from the front lot line to the principal structure.
  - The front width of the lot where the principal building is to be constructed shall be one hundred fifty (150) feet minimum and parallel to the street line. The forty (40) foot building set back line is to be measured from the point of the lot where the one hundred fifty (150) foot minimum has been satisfied.
  - The access strip shall begin at the street line and end where the one hundred fifty (150) foot minimum width has been satisfied. Acceptable examples are shown as Illustrations Type 1-4 in Appendix A.
- 5.57 Illumination
  - Add LED lights to the chart. Jay Joyce will research numbers for the Low and High Illumination Areas in the chart.

Lillian Camus will make the changes noted above for the Board's review at the next meeting.

#### Agenda Items for Next Meeting

Items for next meeting:

- Review of Potential Bylaw Changes
- Anything else that comes up before the next meeting

**Old Business and Information**

Discussion of property line setbacks to signage in the professional business overlay district

Discussion of business estate lots

Building Lots

Duplexes

Sewer/Water Infrastructure

Master Plan Update

Westover Metropolitan District Commission (WMDC)

**Review of Action Items**

Review of action items postponed to next meeting.

*Open/New Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Follow up with Chris Martin RE Planning Board Budget and Larry Smith Increase	Glen Sexton	April 16, 2018
Review 134 and 174 South Street Billings with Cathy Leonard	Lillian Camus	April 16, 2018
Make bylaw changes for review at next meeting	Lillian Camus	April 16, 2018
Purchase name plates and gavel for Planning Board meetings. Gavel received. Glen to pick up name plates from Staples	Glen Sexton	In Process
Review sample bylaws for Common Driveways, Flag Lots/Estate Lots and Driveway Standards	Planning Board	Ongoing
Create a spreadsheet for PVPC charges	Lillian Camus	Ongoing
Keep track of items to submit for town annual report	Lillian Camus	Ongoing

The next Planning Board meeting will be Monday, April 23, 2018 at 6 p.m. in the Carnegie Library.

**Adjournment**

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to adjourn at 8:49 p.m.  
Motion carried 5 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the April 9, 2018 Planning Board meeting.

Respectfully submitted,

Lillian Camus  
Secretary