



PLANNING BOARD

10 West State Street

Granby, MA 01033

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

Website: www.granby-ma.gov

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

Others: Alan Kotowicz

Absent:

Meeting: Monday, January 8, 2018

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

Minutes

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

Administrative Items

Approve Bills

No bills to approve.

Approve Minutes

Approval of December 11, 2017 Minutes

Jim Trompke asked if there were any changes to the December 11, 2017 minutes.

Motion was made by Robert Sheehan, Jr. and seconded by Lillian Camus to approve the December 11, 2017 minutes. Motion carried 5 in favor, 0 opposed, 0 abstained.

MGL Chapter 40A Section 9 Special Permits

Jay Joyce, upon reviewing Massachusetts General Law Chapter 40A Section 9 Special Permits, noted if an applicant wants to continue a public hearing from the date of the first public hearing, the applicant has to put it in writing and approved by the Planning Board. The written request then has to go to Kathy Kelly-Regan.

Lillian Camus will create a form to have on hand should that situation arise.

April 11, 2017 Meeting Minutes

The Board continued its follow up on missing meeting minutes for their April 11, 2017 meeting. Upon review of the agenda for the April 11, 2017 meeting and discussion, it was determined a meeting was not held as there was not a quorum.

Annual Town Report for 2017

Lillian Camus reminded the Board their submission for the Annual Town Report for 2017 is due by February 23, 2018.

Lillian Camus reviewed a rough draft of the submission for 2017 along with the back up information. The Board discussed suggestions for inclusion in the submission.

Lillian Camus will finalize the document and send it, along with backup information, to the Board for approval at its January 22, 2018 meeting.

New Business

Alan Kotowicz – Letters for K-Pine Estates Phase 2

Robert Sheehan, Jr. recused himself and left the meeting.

Mr. Kotowicz submitted a letter dated December 13, 2017 to the Planning Board requesting a two-year extension on the conditional approval of the subdivision. The request was submitted in order that Mr. Kotowicz have more time to work with the Mass DEP to seek a fair and agreeable mitigation package solution to their Wetland Crossing into the development of the subdivision.

Motion was made by Jay Joyce, and seconded by Jim Trompke, to grant a two-year extension to start work on K-Pine Estates Phase II subdivision decision. Motion carried 4 in favor, 0 opposed, and 1 (Robert Sheehan, Jr.) abstained.

Lillian Camus will write up the decision for the Board to sign.

Carver Street

Mr. Kotowicz asked the Board if they would sign off on the building application for building a house on Carver Street. Glen Sexton signed two copies and gave them back to Mr. Kotowicz for required signatures from other Boards/Committees.

Robert Sheehan, Jr. returned to the meeting.

Glen Sexton left the meeting.

Munsing Ridge Mylars

The Board discussed signing Munsing Ridge mylars at this time. The discussion centered around not signing the mylars until the road is installed. Glen Sexton will contact Larry Smith to clarify when the mylars should be signed.

DLT

The Board reviewed the application guidelines. Jay Joyce will contact Larry Smith for clarification/guidance.

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

The Board postponed review of the open/new action items to the next meeting.

Open/New Action Items

Item	Responsible Party	Due Date
Create a form for continuance of a public hearing if requested by applicant	Lillian Camus	January 22, 2018
Finalize Annual Town Report for 2017 submission	Lillian Camus	January 22, 2018
Two-year extension for K-Pine Estates Phase 2 for signatures	Lillian Camus	January 22, 2018
Clarify with Larry Smith when the Munsing Ridge mylars should be signed	Glen Sexton	January 22, 2018
Contact Larry Smith for guidance with DLT application	Jay Joyce	January 22, 2018
April 11 minutes – check for draft notes	Jim Trompke	January 8, 2018
Check with Cathy Leonard and Kathy Kelly-Regan for info on Jim Nawrocki – Lyons St. ANR	Lillian Camus	Completed
Raymond Brousseau signed Site Plan Review Approval to Cathy Leonard	Lillian Camus	Completed
Charles Maheu signed Site Plan Review Approval to Cathy Leonard	Lillian Camus	Completed
Update Granby Solar LLC decision, send to Cathy Leonard for printing and as a central location for Board members to sign and then processing	Lillian Camus	Completed
Obtain the information the Board requires to make an informed decision regarding marijuana facilities	Larry Smith	November 13, 2017
Drop off one more copy of the Munsing Estates decision with Cathy Leonard for Planning Board members to sign	Lillian Camus	Completed

Forward hours spent on projects form to Planning board	Larry Smith	November 13, 2017
Purchase a recorder for Planning Board use during public hearings	Jim Trompke	November 13, 2017
Create letter to Fire Chief regarding driveways at Munsing Estates for Glen to sign	Lillian Camus	Completed
Bring up the topic to explore a possible future driveway bylaw with the Selectboard	Glen Sexton	November 13, 2017
Deliver signed bylaw violation letters to Cathy Leonard	Lillian Camus	Completed
Make the corrections to the Granby Solar LLC Special Permit and Site Plan Review Approval and resend to the Planning Board for signatures	Larry Smith	December 11, 2017
Create Site Plan Review Approval for Mr. Raymond Brosseau for Planning Board signatures	Lillian Camus	Completed
Create Site Plan Review Approval for Mr. Charles Maheu for Planning Board signatures	Lillian Camus	Completed
Discuss access to special folder on Town website for Planning Board data	Glen Sexton	December 11, 2017
Purchase name plates and gavel for Planning Board meetings. Gavel received. Glen to pick up name plates from Staples	Glen Sexton	In Process
Ask Chris Martin to obtain an official letter from the Town Attorney regarding the Mullins Rule.	Glen Sexton	In Process
Schedule only one public hearing at 6 p.m. per Planning Board meeting	Glen Sexton	Ongoing
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, January 22, 2017 at 6 p.m. in the Carnegie Library.

Adjournment

Motion was made by Robert Sheehan, Jr. to adjourn at 7:32 p.m. and seconded by Jay Joyce.
Motion carried 4 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the January 8, 2018 Planning Board meeting.

Respectfully submitted,

Lillian Camus, Secretary