



# 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: Attorney John DaCruz  
Attorney Joseph Dusel  
Donald Frydryk  
Susan Westa, PVPC  
Ed Chapdelaine  
Gerald Archambault

Absent:

Meeting: Monday, May 29, 2018

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

## Minutes

**CALL TO ORDER:** Glen Sexton called the meeting to order at 6:02 p.m.

### Administrative Items

#### Approve Bills

No bills to approve.

#### Approve Minutes

*Approval of April 23, 2018 Minutes*

Glen Sexton asked if there were any changes to the April 23, 2018 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the April 23, 2018 minutes. Motion carried 5 in favor, 0 opposed, 0 abstained.

*Approval of May 8, 2018 Minutes*

Glen Sexton asked if there were any changes to the May 8, 2018 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the May 8, 2018 minutes. Motion carried 4 in favor, 0 opposed, 1 abstained (Lillian Camus).

*Approval of May 15, 2018 Minutes*

Glen Sexton asked if there were any changes to the May 15, 2018 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the May 15, 2018 minutes. Motion carried 5 in favor, 0 opposed, 0 abstained.

**New Business**

ANR Amherst Street

The Board reviewed an ANR presented by Ed Chapdelaine. Mr. Chapdelaine explained Robert Mikolajczyk is conveying two parcels, shown as Lot A, Lot B and Lot C on the Durkee White Towne and Chapdelaine Plan 117-6876 dated April 19, 2018 to Mr. Gerald Archambault, Jr. so Mr. Archambault can create an estate lot.

The Board approved the ANR as presented.

Check #3242 received from Gerald R. Archambault drawn on the bankESB in the amount of \$375.00

Attorney John DaCruz, Munsing Ridge Subdivision

Attorney DaCruz explained until the DEP requirements for Phase I were finished they would not issue a number for Phase II. Attorney DaCruz said his client is going to go back to fix what needs to be finished in Phase I in order to get a number from DEP for Phase II. As a result of having to fix problems from Phase I, Attorney DaCruz requested a six-month extension to meet the conditions in the Planning Board's Definitive Subdivision Plan Approval.

Jay Joyce asked about the pull-off for the fire trucks which is located within the easement Eversource has on the property. Mr. Frydryk explained the pull-off can be shifted further away from the intersection to take it away from the power line easement.

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve an extension of six months of the conditions. Motion carried 5 in favor, 0 opposed, 0 abstained.

Daniel Theroux – 306 Amherst Street

The Board reviewed updated application and plans submitted by Daniel Theroux. The Planning Board had approved the Site Plan for a 3,175 sq. ft. barn at their May 15, 2018 meeting, but the information on the application and the plans did not exactly match.

Planning Board members signed the Site Plan Review Approval. Lillian Camus will deliver the signed documents to Cathy Leonard for processing.

Robert Sheehan, Jr. left the meeting at 6:40 p.m.

### **Any Other Business**

#### Review of Bylaw Changes

The Board reviewed changes made to bylaws:

#### *Fee Schedule - Special Permit w/Site Plan Approval and Consultant Fees –*

- Change Small project to Any residential use in a Residential Zone
- Change wording for medium project to Zoned Residential, any business operates out of home or structure.
- Change wording for large project to Any business in a Business Zone

Motion made by Jim Trompke and seconded by Lillian Camus to approve the revised Special Permit w/Site Plan Approval Fee schedule and add in Other Reviews the ability to charge consultant fees in the Fee Schedule to be presented at a public hearing. Motion carried 3 in favor, 0 opposed, 1 abstained (Jay Joyce)

7:14 p.m. Robert Sheehan, Jr. returned to the meeting.

#### *6.2 Special Permits, 6.29 Changes, Alterations, Expansion*

The Board decided not to make any changes to this section.

#### *7.01 Roadway Design, Subsection 8 Sidewalks.*

Motion made by Jay Joyce and seconded by Robert Sheehan, Jr. to approve the revised Section 8 Sidewalks to be compliant with ADA requirements to be presented at a public hearing. Motion carried 5 in favor, 0 opposed, 0 abstained.

#### *5.4 Single Family Dwelling on Estate Lot(s), 5.41*

Motion made by Jim Trompke and seconded by Robert Sheehan, Jr. to allow more than two and up to five consecutive estate lots with site plan approval to be presented at a public hearing. Motion carried 5 in favor, 0 opposed, 0 abstained.

## *5.2 Performance Standards for Business, Industrial and Residential Uses and 5.20 Purpose and Applicability*

Motion made by Jim Trompke and seconded by Robert Sheehan, Jr. to allow the same five consecutive estate lots in a business zone for business purposes to be presented at a public hearing. Motion carried 5 in favor, 0 opposed, 0 abstained.

### *5.57 Illumination*

Jim Trompke asked Susan Westa to research references from other communities to help us update illumination with the addition of LED lights.

### *Zoning Bylaws - 6.21 Special Permit Granting Authorities*

Jay Joyce pointed out a discrepancy in the paragraph under the above section and what is specified in Section 3.0, Schedule of Use Regulations regarding the Planning Board's granting authority.

After a brief discussion, the topic was tabled to a future Planning Board meeting.

Jim Trompke asked Susan Westa to review all the bylaw changes made, make possible comments and necessary changes and come back to the Board, so we can then propose it for public hearing.

### Update on Permitting Guide

Susan Westa updated the Board on progress. The Guide will have an online focus with flow charts and the ability to be printed as a document.

### PVPC – FY2019 Contract

Susan Westa submitted two hard copies of a FY2019 PVPC contract for review and signature. Glen Sexton will review the contract with Chris Martin and get back to Susan.

### Jay Joyce

Jay Joyce submitted his resignation from the Planning Board as he was elected to the Selectboard. Glen Sexton and the members thanked Jay for his time with the Planning Board and wished him luck with the Selectboard.

### Agenda Items for Next Meeting

Items for next meeting:

- Anything else that comes up before the next meeting

### **Old Business and Information**

Discussion of business estate lots

Duplexes

Sewer/Water Infrastructure

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>
Ask Cathy Leonard to order a new stamp for the mylars with black ink	Lillian Camus	June 12, 2018
Research LED wording for Bylaw chart	Susan Westa	June 12, 2018
Review bylaw changes and respond	Susan Westa	June 12, 2018
Review PVPC FY19 Contract with Chris Martin and Sign	Glen Sexton	June 12, 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

*Completed Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Contact Susan Westa to see if she can attend the next meeting to review bylaw changes	Lillian Camus	Completed
Contact Susan Westa regarding escrow account prior to the start of projects	Lillian Camus	Completed
Book the large conference room in the New Library for the May 29, 2018	Jay Joyce	Completed
Draft letter to Attorney DaCruz for Board review	Lillian Camus	Completed
Request updated PVPC contract addendum for signature from Larry Smith	Glen Sexton	Completed
Make bylaw changes for review at next meeting	Lillian Camus	Completed

**Next Meeting**

The next Planning Board meeting will be Tuesday, June 12, 2018 at 6 p.m. in a location TBD.

## **Adjournment**

Motion was made by Jim Trompke and seconded by Jay Joyce to adjourn at 8:11 p.m. Motion carried 5 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the May 29, 2018 Planning Board meeting.

Respectfully submitted,

Lillian Camus  
Secretary