



# 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

Others: Alan Kotowicz  
Raymond Morrisette

Absent:

Meeting: Monday, June 25, 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

Glen Sexton reviewed invoice #3 from Pioneer Valley Planning Commission (PVPC) in the amount of \$2,087.16 for services rendered from April 1, 2018 through June 30, 2018.

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to approve invoice #3 from Pioneer Valley Planning Commission in the amount of \$2,087.16.  
Motion carried 4 in favor, 0 opposed, 0 abstained.

#### Approve Minutes

##### *Approval of June 12, 2018 Minutes*

Glen Sexton asked if there were any changes to the June 12, 2018 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the June 12, 2018 minutes. Motion carried 4 in favor, 0 opposed, 0 abstained.

*Approval of June 20, 2018 Minutes*

Glen Sexton asked if there were any changes to the June 20, 2018 minutes. Hearing none,

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the June 20, 2018 minutes. Motion carried 4 in favor, 0 opposed, 0 abstained.

**New Business**

ANR Chicopee Street - Leclair

The Board reviewed an ANR application from Robert Leclair which was missing some documentation. As no one attended the meeting regarding this ANR, the Board will request the applicant appear at the next meeting with the missing documentation (a check, three more paper copies of the plan and detail of the process to take the land out of the Kestrel Land Trust).

6:14 p.m. - Robert Sheehan, Jr. recused himself and left the building.

6:15 p.m. ANR Chicopee Street - Kotowicz

The Board reviewed an ANR presented by Alan Kotowicz to create two estate lots on land owned by Edward C. Shyloski & Sons, Inc., located on the East side of Chicopee Street, shown as lots 10 and 11 on the plan. Deed of property recorded in Hampshire County Registry of Deeds as Deed 1283, page 480.

The Board approved the ANR as presented.

Check #1109 received from Kotowicz Custom Homes, LLC. drawn on the Florence Bank in the amount of \$375.00

6:24 p.m. - Alan Kotowicz left the building.

6:25 p.m. - Robert Sheehan, Jr. returned to the meeting.

Discuss PVPC FY2019 Contract

The Board reviewed the PVPC FY2019 contract.

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. approve the PVPC FY2019 contract in the amount of \$7,500.00. Motion carried 4 in favor, 0 opposed, 0 abstained.

Glen Sexton signed two copies of the contract. Susan Westa will take the two copies Glen signed, have Timothy Brennan (PVPC) sign both copies and send them to Chris Martin for his signature. Chris Martin to send one copy of the contract with all the signatures on it to Susan Westa.

### Raymond Morrisette

Mr. Morrisette review potential plans to create an estate lot on his property. The Board advised Mr. Morrisette to start with a surveyor and then go to the Zoning Board of Appeals.

### **Old Business and Information**

#### Update on Review of Proposed Bylaw Changes

The Board reviewed changes made to bylaws.

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

Original plan was to add Business Estate Lots to section 5.2. Susan Westa, after review with Larry Smith, suggested Business Estate Lots should have their own section as Single Family Estate Lots (section 5.4). As Section 5.12 has already been assigned to the Cannabis Retail/Growing and Distribution bylaw, section 5.13 would be the next available section.

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 also known as 5.13 Business Estate Lots in the Zoning bylaws to be presented at a public hearing. Motion carried 4 in favor, 0 opposed, 0 abstained.

#### *5.57 Illumination*

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

The Board, after discussing references from other towns Susan Westa provided, decided the current wording in section 5.57 Illumination is sufficient to cover LED lights.

#### Permitting Guide

Susan Westa has a staff member working on the Permitting Guide and will have something to show the Board later this summer.

#### Retail Establishment

Jim Trompke updated the Board on his conversation with a person regarding a proposed retail establishment in Granby. Jim will invite the person to a Planning Board meeting to review plans for the proposed retail establishment.

Discussion of business estate lots

Duplexes

Sewer/Water Infrastructure

Westover Metropolitan District Commission (WMDC)

## **Any Other Business**

### Agenda Items for Next Meeting

Items for next meeting:

- Reviewing any applicants for Jays position and Recording Secretary
- Anything else that comes up before the next meeting

## **Review of Action Items**

The Board reviewed the action items.

### *Open/New Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Invite the person proposing a retail establishment project to a Planning Board meeting to review the project	Jim Trompke	July 9, 2018
Meet with High School Principal re possible Recording Secretary candidates – UPDATE: Glen is waiting to hear back from an e-mail sent	Glen Sexton	July 9, 2018
Ask Cathy Leonard to order a new stamp for the mylars with black ink	Lillian Camus	July 9, 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

### *Closed Action Items*

<b>Item</b>	<b>Responsible Party</b>	<b>Due Date</b>
Meet with Cathy Leonard to get Recording Secretary ad placed	Lillian Camus	Completed
Deliver Attorney DaCruz letter to Cathy Leonard for mailing	Lillian Camus	Completed
Confirm addressee(s) for Cannabis retail/growing and distribution bylaw	Glen Sexton	Completed
Deliver Planning Board bylaw re Cannabis retail/growing and distribution after Glen Sexton confirms addressee(s)	Lillian Camus	Completed
Research LED wording for Bylaw chart	Susan Westa	Completed
Review bylaw changes and respond	Susan Westa	Completed
Review PVPC FY19 Contract with Chris Martin and Sign	Glen Sexton	Completed

**Next Meeting**

The next Planning Board meeting will be Monday, July 9, 2018 at 6 p.m. in the upper level of the Carnegie Building.

**Adjournment**

Motion was made by Jim Trompke and seconded by Robert Sheehan, Jr. to adjourn at 7:13 p.m.  
Motion carried 4 approved, 0 opposed, 0 abstained

I, Lillian Camus, certify that these minutes are true and accurate minutes of the June 25, 2018 Planning Board meeting.

Respectfully submitted,

Lillian Camus, Secretary