



GRANBY PLANNING BOARD

10 West State Street

Granby, MA 01033

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

Website: www.granby-ma.gov

Members: Robert Sheehan, Jr., Vice Chair
Rob Chauvin, Treasurer
Lillian Camus, Secretary, PVPC Rep
Jason Smigiel, Member

Others: Ken Comia, Pioneer Valley Planning Commission

Absent: Jim Trompke, Chair

Meeting: Monday, February 8, 2021

Location: Via Go-To-Meeting and at 1 Library Lane, Old Carnegie Building, Granby, MA

Minutes

CALL TO ORDER: Robert Sheehan, Jr. called the meeting to order at 5:02 p.m.

Administrative Items

Approval of January 25, 2021 Minutes

Robert Sheehan, Jr. asked if there were any changes to the January 25, 2021 minutes. Hearing none,

Motion was made by Robert Sheehan, Jr. and seconded by Jason Smigiel to approve the Monday, January 25, 2021 meeting minutes as written. Motion carried 3 in favor, 0 opposed, 1 abstained (Rob Chauvin).

Approval of February 1, 2021 Minutes

Robert Sheehan, Jr. asked if there were any changes to the February 1, 2021 minutes. Hearing none,

Motion was made by Jason Smigiel and seconded by Robert Sheehan, Jr. to approve the February 1, 2021 meeting minutes as written. Motion carried 3 in favor, 0 opposed, 1 abstained (Lillian Camus).

Approval of February 3, 2021 Minutes

Robert Sheehan, Jr. asked if there were any changes to the February 3, 2021 minutes. Hearing none,

Motion was made by Jason Smigiel and seconded by Rob Chauvin to approve the February 3, 2021 meeting minutes as written. Motion carried 4 in favor, 0 opposed, 0 abstained.

Approve Bills

PVPC Invoice

Robert Sheehan, Jr. reviewed Invoice #2 from the Pioneer Valley Planning Commission dated October 23, 2020 in the amount of \$1,170.70 for services from October 1, 2020 through December 31, 2020.

Motion was made by Lillian Camus and seconded by Jason Smigiel to approve Pioneer Valley Planning Commission Invoice #2 dated October 23, 2020 in the amount of \$1,170.70. Motion carried 4 in favor, 0 opposed, 0 abstained.

Tighe & Bond Invoice

Robert Sheehan, Jr. reviewed Invoice #092091122 from Tighe & Bond dated September 30, 2020 in the amount of \$600,00 for services rendered through August 22, 2020.

Lillian Camus explained the invoice was for the final amount in the contract the Board had with Tighe & Bond to review stormwater issues at Dollar General. Mrs. Camus expressed concern that the Board did not receive a final letter from Tighe & Bond noting their recommendations had been completed to their satisfaction.

Ken Comia will contact Jean Christy to request a letter stating their recommendations were completed to their satisfaction.

Annual Town Report Submission

Lillian Camus reviewed a draft of the Planning Board's submission for the Town's Annual Report.

Motion was made by Jason Smigiel and seconded by Rob Chauvin to approve the Annual Town Report submission. Motion carried 4 in favor, 0 opposed, 0 abstained.

Lillian Camus will send the approved submission to Cathy Leonard.

Nexamp-Solar

Lillian Camus explained that Nexamp (Dickinson Farms) would like to open another building permit. At the Planning Board's September 28, 2020 meeting the Board decided to hold off billing until we receive "as-built" plans from the applicant. At the same time, the Board sent Greg Briggs, Building Inspector, a memo recommending a Permit to Operate not be issued until the Planning Board has received "as-built" plans.

Lillian Camus suggested the Board send a letter to Nexamp explaining the "as built" plan requirement prior to their receiving a permit to operate. After discussion, the Board agreed on the following wording:

As a condition of the Special Permit approval of December 11, 2017, you are required to supply the Planning Board with an “as built” plan prior to receiving a Certificate of Approval from the Building Inspector.

We would appreciate receiving the “as built” plans as soon as possible. Upon review of the “as built” plans we will proceed with our billing process.

Motion was made by Lillian Camus and seconded by Jason Smigiel to send a letter to Nexamp as discussed in tonight’s meeting. Motion carried 4 in favor, 0 opposed, 0 abstained.

Lillian Camus will create the letter for Robert Sheehan, Jr.’s signature.

Marion – Site Plan Review

The Board reviewed a draft invoice for Property Plus, LLC (Stephen Marion) in the amount of \$1,810.01 for Planning Board services rendered.

Motion was made by Lillian Camus and seconded by Rob Chauvin to approve Invoice #21-01 to Property Plus LLC, Stephen Marion in the amount of \$1,810.01 . Motion carried 4 in favor, 0 opposed, 0 abstained.

Sharon Lehman/Audrey Walker

The applicants were sent an invoice dated September 29, 2020 for a Special Permit. The invoice has not been paid despite being resent two additional times. Sharon Lehman left a voice mail at Town Hall indicating she did not believe she owed anything.

The next step is to hand the invoice over to the Treasurer for collection. After discussion,

Motion made by Lillian Camus to send Invoice #19-09 dated September 29, 2020 to the Treasurer for collection. Motion carried 3 in favor, 0 opposed, 1 abstained (Jason Smigiel).

Memo from Town Administrator

Robert Sheehan, Jr. reviewed a memo from Chris Martin dated February 4, 2021 regarding AJ’s Auto Body. Mr. Martin is asking the Planning Board to send a letter to the Select Board the Board’s decision.

The Board agreed to postpone discussion until Jim Trompke could attend.

Pioneer Valley Planning Commission (PVPC) FY2021 District Local Technical Assistance (DLTA) Program

The Board discussed applying for a DLTA grant. Any application would need to be submitted to PVPC by 5 p.m. on Friday, February 12, 2021.

The Board discussed submitting a request for a full review of our current Zoning Bylaws.

Robert Sheehan, Jr. asked if the Planning Board would need to withdraw our request, could it be withdrawn without prejudice. Ken Comia confirmed it could.

Motion made by Lillian Camus and seconded by Jason Smigiel to apply for a FY2021 DLTA Grant for a full review of our current Zoning Bylaws. Motion carried 4 in favor, 0 opposed, 0 abstained.

Community One Stop for Growth

Lillian Camus asked if everyone had a chance to review the e-mail Cathy Leonard forwarded from Jennifer Cohen, VP of Real Estate Development at MassDevelopment in Boston. All in attendance had received and read the e-mail.

Discussion of the e-mail was postponed to the February 22, 2021 meeting.

New Business

None.

Old Business

Continue Discussion on Bylaw Amendments and Zoning

After discussion, the Board will meet on Wednesday, February 17, 2021 at 5 p.m. for a working session on Bylaw and Zoning amendments.

Any Other Business

None

Agenda Items for the February 17, 2021 meeting –meeting starts at 5 p.m.

- Bylaw and Zoning Amendments working session

Agenda Items for the February 22, 2021 meeting –meeting starts at 5 p.m.

- Administrative
- Anything else that comes up.

Review of Action Items

The Board reviewed the open action items.

Open/New Action Items

Item	Responsible Party	Due Date
Contact Jean Christy of Tighe & Bond for final letter for Dollar General stormwater issue	Ken Comia	February 22, 2021
Send Planning Board Annual Town Report submission to Cathy Leonard	Lillian Camus	February 9, 2021
Create letter for Robert Sheehan, Jr.'s signature regarding "as built" needed from Nexamp	Lillian Camus	February 9, 2021
Send memo to Treasurer to place Sharon Lehmann/Audrey Walker invoice in collection	Lillian Camus	February 9, 2021
Complete DLTA application for Robert Sheehan, Jr. signature for Planning Board submission	Lillian Camus	February 9, 2021
Forward Westover Update invitation to the Board	Ken Comia	February 17, 2021
Research outdoor venue bylaws from states in the country	Ken Comia	February 17, 2021
Send sample small-scale ground-mounted solar system bylaws to Board	Ken Comia	February 17, 2021

Item	Responsible Party	Due Date
Research what other towns are doing re: oversized barns	Ken Comia	February 17, 2021
Sign the Site Plan Approval for 121 West State Street Lot 2	Jim Trompke	December 31, 2020
Obtain detailed plans of the proposed Mass DOT work on Rt. 202 from Kendall St. to School St.	Jim Trompke	February 8, 2021
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

Item	Responsible Party	Due Date
Send Mass DOER sample small-scale ground-mounted solar bylaws document to Board	Lillian Camus	Completed
Contact Westover Development Corp. to find out when updates to the AICUZ will be published	Ken Comia	Completed
Obtain a copy of the original Site Plan Approval for AJ's Auto	Lillian Camus	Completed

Next Meetings

The Planning Board will meet on February 17, 2021 at 5 p.m. for a working session for the proposed Bylaw and Zoning Amendments.

The next regular Planning Board meeting will be Monday, February 22, 2021 at 5 p.m.

Adjournment

Motion was made by Rob Chauvin and seconded by Jason Smigiel to adjourn at 6:16 p.m. Motion carried 4 approved, 0 opposed, 0 abstained.

I, Lillian Camus, certify that these minutes are true and accurate minutes of the February 8, 2021 Planning Board meeting.

Respectfully submitted,

Lillian Camus. Secretary

Documents Reviewed at this Meeting:

- Minutes of the January 25, February 1 and February 3, 2021 Meetings
- Pioneer Valley Planning Commission Invoice #2 dated October 23, 2020
- Tighe & Bond Invoice #092091122 dated September 30, 2020
- Draft Planning Board Annual Town Report Submission
- Draft Invoice #21-01 for Property Plus LLC (Stephen Marion)
- Invoice #19-09 dated September 29, 2020 to Sharon Lehmann/Audrey Walker