



Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

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Minutes
for meeting on
February 22, 2016
Approved

Members:	present	not present
Jim Locke	x	
Steve Snow	x	
Bob Barker	x	
Steve Smith	x	
Charles Dudek		x
Steve Romanowski	x	
Kathy McKeown	x	
Others present:		
Craig Collins		

Chairman Jim Locke called the meeting to order at 7:05PM.

1. Craig Collins of 7 Grove Street in Haydenville brought a survey of his property dated May 30, 2012 showing a small parcel which he had purchased from his neighbor, Paul Dunphy. Collins wished to record the plan as an "Approval Not Required" subdivision. He brought the Assessor's map to show the remaining size of Dunphy's property. The Board informed Collins that proof of the remaining size and frontage of Dunphy's lot had to be demonstrated by a licensed surveyor. The Board suggested that typically, the plan recording such a subdivision would be a survey of the lot from which the parcel is being divided, in this case, a survey of Dunphy's land.
2. The Board reviewed changes to the Zoning Bylaw to be put on the warrant for the June Town Meeting:
 - Changing the Subdivision Rules to specifically mention a "survey" when required: this change does not need to be approved at Town Meeting.
 - §2.0 – Change "three overlay districts" to "four overlay districts."
 - §5.45 and §6.4.b – Define procedure more tightly; specify that a complete application must be received. No specific language change yet – needs more discussion with the Zoning Board of Appeals (ZBA).
 - §5.6 – Tighter definition of how plans should be prepared and by whom. This change is covered in the Rules and can be handled in coordination with the ZBA.
 - §6.21 – Change "eleven (11) copies of the Site Plan" to "six (6) copies of the Site Plan and one digital copy."
 - §18 – Define restaurant. Needs more work; Kathy McKeown to revise.
3. The Board set its next meeting for Monday March 14.
4. The meeting adjourned at 9:10PM.

Respectfully submitted,
Steve Smith