



Minutes
for meeting on
January 19, 2016
Approved

Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Ph: (413) 268-8400

Fax: (413) 268-8409

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:		
Ms. Susan Fortgang, owner of Valley View Farm, Mrs. Mary Dudek, town resident		

Chairman Jim Locke called the meeting to order at 7:02PM.

1. Bob Barker passed out copies of examples and articles on the topic of zoning for historic preservation. The information was not discussed.
2. Ms. Susan Fortgang, one of the owners of Valley View Farm on Walpole Hill Road, asked the Board for guidance on applying for a Special Permit to operate a wedding and events venue. It was explained that the Zoning Board of Appeals (ZBA) handles Special Permits and that the Planning Board is only involved in Site Plan Review for certain types of businesses or for uses which have buildings that exceed 5,000 square feet in footprint. It was suggested that Ms. Fortgang could request a zoning interpretation from the Building Inspector to help determine the correct permitting needed for her intended use. The Board pointed out that even if a Site Plan Review from the Planning Board were not required, the ZBA would still need a full set of site plans covering the requirements of Section 5.6 of the Zoning Bylaw.
3. The Board discussed changing the Zoning Bylaw to prohibit businesses with drive-throughs. Stephen Smith put forth this motion:
"That the Board ask the Select Board to put on the warrant for the June 2016 Town Meeting an amendment to Zoning Bylaw section 3.2, changing the entry in the Use Table on the line for *Business with a drive-through* to from "SP/SPR" to "N" in the Village Mixed Zone."
Steve Romanowski seconded the motion. Discussion included whether certain business such as banks or pharmacies should be allowed to have drive-throughs. Barker asked Locke to call the motion and Dudek seconded. The vote was 6-0 to call the motion.
The vote on the original motion was 6-0 in favor.
4. The Board discussed updating the Zoning Bylaw to remove outdated language on a Medical Marijuana moratorium that expired on 12/30/2014. Dudek made this motion:
"That the Board ask the Select Board to put on the warrant for the June 2016 Town Meeting an amendment to Zoning Bylaw striking section 4.6.1, *Temporary Medical Marijuana Moratorium*." The motion was seconded by Smith. After a brief discussion the motion was passed by unanimous vote.
5. Locke suggested that the Board maintain for the coming year its same operating budget of \$750/year. All agreed.

6. Locke brought up the availability of Forest Legacy Funds, which would require some Town board or committee to join this effort by the PVPA. It was agreed that this is not in the direct purview of the Planning Board. Locke planned to pass on the information the Open Space or Woodland Trails committees.
7. Locke relayed that one option being considered by the Public Safety Complex Committee would involve subdividing the James School lot. It was discussed that the Town could create a lot for municipal use which has less than the required size or frontage (Zoning Bylaw Section 3.3). It was further noted, though, that subdividing that lot might result in a parcel without enough space for a future private use, particularly for parking.
8. The Board set its next meeting for Monday, February 1 at 7:00PM.
9. The Board reviewed minutes from the January 4 meeting. Bob Barker moved to accept the minutes; Charles Dudek seconded the motion and it passed unanimously.
10. Locke pointed out that the Subdivision Rules do not specify that a licensed surveyor must create the plans. He noted that the Board might want to update the wording of the rules in the future to specify that a licensed surveyor or engineer would have to make the plans. This would be discussed at a future meeting.
11. The meeting adjourned at 8:40PM.

Respectfully submitted,
Steve Smith