



Minutes
for meeting on
July 10, 2017
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		present	not present
Robert Barker	x		Chris Flory	x	
Steve Snow	x		Mimi Kaplan	x	
Steve Smith	x		Jean O'Neil	x	
Charles Dudek	x				
Others present: Frances Tilley 11 Valley View Road, John Mazzarino, Jeff Bosworth					

Chairman Robert Barker called the meeting to order at 7:01PM.

1. Frances Tilley brought an ANR request for her property at 11 Valley View Road. The drawing from R. Levesque Associates was stamped by Marc E. Shute, Surveyor and dated 6/22/17.

Motion by Steve Smith: That the proposed plan does not require approval under the Subdivision Control Law.

Second Steve Snow

Approved 7 in favor, 0 opposed

Board Members signed the applicant's mylar plan.

2. Review of minutes

Meeting Date:	Comments	Motion to Accept	Motion to Accept as Amended	Second	Vote Yea – Nay	Reject
6/19/17 Public Hearing on Complete Streets	Written by Kaplan with edits by Barker	Flory		O'Neil	6 - 0 Smith abstain	
6/19/17	Written by Kaplan with edits by Barker	O'Neil		Flory	7 - 0	
5/15/17	-	O'Neil		Snow	7 - 0	

3. Barker asked Smith to make sure minutes on the town website were up to date for the entire year.
4. The Board reviewed a copy of the Complete Streets Policy dated July 10.
Motion by Charles Dudek that the Planning Board should recommend to the Board of Selectment to adopt the Complete Streets Policy.
Second: Kaplan
Discussion: O'Neil asked if the policy would cover the design of drainage ditches and storm drains. Barker said that was not in the scope of the policy.
Approved 7 in favor, 0 opposed

5. The Board discussed the draft letter to businesses in town regarding the sign bylaw. Snow offered to work with the Town Clerk to get copies of prior sign bylaws which might be needed to evaluate existing signs. Barker asked Smith to update the letter with the latest bylaw language and the correct Planning Board members' names. The Board would review the letter in detail at the next meeting.
6. Barker asked the Board to consider what projects it should complete in 2017 in addition to the DLT A zoning revisions with the PVPC. O'Neil suggested the Board at least begin work on a Master Plan. She offered to draft an outline. Barker also wanted to work on streamlining the application process for Special Permits and Site Plan Reviews. He asked Smith to create a draft of a unified application process.
7. The next meeting was set for July 17.
8. The meeting adjourned at 8:25PM.

Respectfully submitted,
Steve Smith