



Minutes
for meeting on
August 7, 2017
Approved

Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Ph: (413) 268-8400

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Members:	present	not present		present	not present
Robert Barker	x		Chris Flory	x	
Steve Snow	After 8:00		Mimi Kaplan	x	
Steve Smith	x		Jean O'Neil	x	
Charles Dudek		x			
Others present: John Perry, John Motta, Meredith Borenstein and Kevin McCaffrey of Dynamic Energy Solutions					

Chairman Robert Barker called the meeting to order at 7:05PM.

1. Representatives of Dynamic Energy Solutions had questions about procedures for Special Permit and Site Plan Review. Their company is planning a Large Scale Ground Mounted Solar development on property owned by Hull Forest Products. The Board described the general procedures and suggested they review the Zoning Bylaw and examples of previous applicants. Barker also suggested that when they apply, they bring their application materials to a Planning Board Meeting so the application could be checked for completeness as they submitted it, potentially saving time if any omissions were spotted.

John Motta mentioned they hoped to have their Special Permit by November 6.

Barker noted that was a very aggressive schedule given the maximum permissible timeline for review could be as long as 155 days. Motta said they would submit their application as soon as possible.

2. The Board set its next regular meetings for 8/21, 9/7, and 9/18.
3. Review of minutes

Meeting Date:	Comments	Motion to Accept	Motion to Accept as Amended	Second	Vote Yea – Nay	Reject
7/17/17		O'Neil		Flory	6 - 0	

4. The Board discussed further edits to a draft informational flyer about the sign bylaw. Smith will bring the revised version to the next meeting for approval. Flory offered to get a list of businesses and property owners to whom the letter would be mailed. Once the count is known, Smith will get quotes on printing.
5. The Board reviewed some minor revisions to the Complete Streets policy. Barker added some reference documents and language suggested to improve the policy's score under State-level review.
Motion by Steve Smith to approve the Complete Streets Policy as amended.
Second Mimi Kaplan
Approved 6 in favor, 0 opposed
6. The Board discussed documents that Dillon Sussman had recommended for review prior to DLTA work on the zoning bylaw. The group came up with three possible

issues on which to focus its efforts this year (sub-bullets below are topics for further consideration):

- Allowing more than four dwelling units in a building
 - i. May need to limit the locations / zones where this is allowed
 - ii. May need to limit sizes of apartments
 - Allowing dwelling units to be on the same level as businesses
 - i. Does this blur the line with home occupations/ home businesses?
 - ii. May want to specify clear divisions between uses or separate entrances
 - Allow Accessory Apartments by Right
 - i. May want to address short term rentals (e.g., “AirBnB”)
7. Barker informed the Board that the Town had received a \$60,000 grant to work cooperatively with Northampton on an electronic document storage system. This might impact the way the Board stores records in the future.
8. The meeting adjourned at 9:21PM.

Respectfully submitted,
Steve Smith