



## *Williamsburg Planning Board*

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### Minutes for meeting on **February 3, 2020**

Member	Present	Not Present	Member	Present	Not Present
Amy Bisbee	x		Eric Schmitt	x	
Chris Flory	x		Steve Smith	x	
Jean O'Neil	x		Steve Snow	x	
<b>Others present:</b> Holly Hendricks [sworn in], John Rounds, Paul Zononi					

At 7:02 pm Chair Bisbee called the meeting to order.

1. Resident Paul Zononi inquired about splitting a nonconforming lot from a 2.8 acre parcel he owns on on Goshen Road, in order to sell to his son to use for storage purposes. The board offered a preliminary indication that yes, provided that frontage permits, this separation is likely permissible (however, the lot may be designated as non-buildable, eg in meeting minutes).

2. Minutes approved for 1/21/2020.

Meeting Date	Comments	Motion to Accept	Motion to Accept as Amended	Second	Vote Yea - Nay
1/21/20		O'Neil		Chris	6-0

3. Continued discussion of draft proposed zoning by law re: detached accessory apartments. Chair Bisbee presented a revised draft of potential bylaw language, which was discussed and amended.

4. The board elected to schedule the public listening session for zoning regulation changes in March, due to the volume of other town meetings occurring in February (including the special town meeting on February 24 re: Safety Complex). A tentative date of March 9 was discussed. Topics may include detached attached accessory apartments, internally lit signs, and changes to solar array criteria. The board reviewed and revised the planning board listening session introduction. The board also reviewed and approved the public flyer to advertise the listening session
5. The board discussed the public hearing expected to follow the listening session. This public hearing is tentatively scheduled for March 23. The planning board's understanding is that any draft bylaw changes to be submitted for town meeting must be to Charlene by April 1.
6. The board briefly discussed internally lit signs, including the confusion around how this is defined.
7. Chair Bisbee relayed that she has provided draft change of General Bylaw to the Fire Chief, Jason Connell for review.
8. Chair Bisbee provided a draft of the report to be included in the Annual Report. The board discussed, and will review and update draft at the next meeting.
9. For purposes of FY21 budget planning, the board agreed to request a \$750 budget. The concept of a master plan for the town was discussed, but is not expected to trigger planning board expenditures during FY21. Flory made a motion to approve the budget, Snow seconded, and the board approved unanimously.
10. The board welcomed new member Holly Hendricks, who was sworn in on February 3, 2020. Welcome aboard Holly!
11. Resident John Rounds attended the meeting, and expressed interest in joining the planning board. John moved to town from Shirley, MA and summarized his decades of experience in town committee, and other civic roles. The board noted that while there are no current openings, this may change in calendar 2020.
12. The board agreed to invite the new tree warden, Thomas Por, to a future meeting.
13. The next planning board meeting date is set for February 18, 2020, at 7pm.

At 8:20 the meeting adjourned.

Respectfully submitted,  
*Eric Schmitt*