

Charlemont Planning Board
Meeting Minutes
May 7, 2015

Members present: Stephen Ferguson, Chair; Dan Girard, Vice-Chair; Michael Kane, Robert Malone; Carlene Millett; Gisela Walker
Also present for some of the time: Peg Dean, Town Administrator; Frank Buntin, abutter and Greg Rowehl from Berkshire Pizza.

The Chair opened the meeting at 7 pm.

Citizen and Board Comments:

St F. reported from individual conversations with the Highway Superintendent, the Police Chief and the EMT/Fire Chief re the Situation of Mt. Road Extension and Potters Road Extension – both of which are old non-conforming subdivision roads perspective homebuilders want to use as frontage for their building lot. The Board's question is: How do these officers feel about waiving the required width of these roads/driveways as stated in the town's subdivision regulations (SR)? How narrow may they be and still accommodate emergency vehicles? The Board has the power acc to the SRs to waive the required width. The confusion this question generates is that the Board does NOT recommend these roads to become public, i.e. town maintained roads. They will remain private roads but still need to accommodate emergency vehicles. Further conversation needs to take place.

The Vice-Chair reminded Board members of the rule that e mails between Board members may not lead to conversations but only be used for information sharing.

GW reported that the Board in the past has had summer hours starting the Board meeting at 7.30pm instead of 7 pm. She made a motion and RM seconded it. After some discussion the vote was unanimous to start meetings at 7.30pm until the end of August.

The Town Administrator came to find out how the P Bd could assist the Sewer District to become more aware of potential developments that would impact the flow to the sewer plant. Within the Village Ctr. District – which overlays the sewer district boundaries – building permits would require clarification as to how the wastewater of the development will be dealt with, hence the Building Inspector could be made more aware of the need for applicants to call the sewer district. Outside of the Village Center District new development requires either a building permit (residential) or a special permit – in both cases the BoH is the entity responsible for the waste water management. While the Board saw no direct need for changes in its procedures it supports the recommendation that the building permit electronic application form include a sign off by the sewer district. This will be pursued by Ms. Dean.

At 7.30 pm Mr. Buntin came before the Board because he had seen evidence about construction at his neighbor, Mr. Rowehl from Berkshire Pizza and was concerned about plans to expand the parking lot to the back of the Pizza building using Mr. Buntin's driveway. The P. Bd had not seen the plans of Mr. Rowehl yet and was short on information.

Mr. Rowehl had indeed submitted a building permit application but had been told by the Bldg. Inspector that he needs to file a site plan review application with the P Bd first.

Mr. Rowehl came with some rough plans but said that the detailed plans will be ready for the site plan review application soon. As an abutter Mr. Buntin will be able to make his concerns public at the hearing.

A lengthy discussion between all parties attempted to clarify the confusing configuration of lots and shared driveways with or without easements. Deed research and documentation on both sides are still needed and the Board will make a site visit to better understand the options. The two sides seemed willing to work together.

The Board then went over the site plan review application requirements to use its right to waive some of the information Mr. Rowehl needs to submit . DG moved/St F seconded to waive the items circled on the application form; vote unanimous. Mr. Rowehl will let the Board know when his plans are finished enough to be the base for a site visit.

GW asked about town elections and town meeting as she had been gone for a month; she was told both had been set for May 26 but not totally cast in stone.

On June 4 the Board will meet with Pat Smith from the COG hoping for professional input into zoning 'clean up' to the Use Table, clearer definition of solar installation sizes connected to residential and commercial installations, and how to proceed with beautification of Main Street especially in the form of consistent lighting fixtures.

DG moved to adjourn at 8.33 pm/St F seconded; all yes.

Documents discussed: SPR application form

Submitted by Gisela Walker