

**Planning Board  
Minutes  
Thursday January 3, 2008  
Police Station Community Meeting Room  
32 Williams Street**

Chair Person Walter Gunn opened the regular meeting at 7:04 pm.

**Present at the meeting-** Walter Gunn, Lou Kornet, Roy Johansen and Recording Secretary Stacy Wieners

**Absent:** Bruce Colton

**Also Present at the meeting (as signed in):** C. Llewelyn from the Reminder Publications.

**Announcements-**

1. The deadline to submit applications to fill the Planning Board vacancy is January 15<sup>th</sup>. The Planning Board will be joining the Select Board at their January 24<sup>th</sup> meeting to conduct interviews.

**8:04 pm Acceptance of Minutes-** Roy Johansen made a motion to accept the minutes from the Thursday December 6, 2007 Regular Meeting Notes with one correction. The motion was seconded and approved 3:0.

**ANR Applications** – The Planning Board endorsed a plan submitted by Donalyn Gross regarding combining a lot located at 36 Magnolia Circle numbered 20080103.

**Scheduling of Public Hearings-** None at this time.

**Visitor Comment/Question Period** – None this evening.

**Old Business:**

Lou Kornet requested a dated final copy of the reformatted Zoning Bylaws prepared by the Pioneer Valley Planning Commission for the Planning Board to approve and sign at the next meeting. Chair Person Walter Gunn made a motion to propose a Warrant item to the Select Board for Town Meeting to approve the Zoning Bylaw Reformat and Reorganization document prepared by the PVPC; subject to a Public Hearing to be held within thirty (30) days of Town Meeting. Lou Kornet seconded the motion and was approved 3:0.

Chair Walter Gunn will have the document copied and sent to members of the Planning Board for final review.

**New Business – Discussion** – The members of the Planning Board discussed the needs they feel their board will be facing in the future:

- Reviewing applications for completeness so action is not taken on incomplete applications
- Ensuring proper filing/distributing and archiving of documents

- Work in conjunction with DPW / ZBA / Conservation Commission to address issues prior to coming before the Planning Board to ensure the process will keep moving forward and not be held up
- Handle any research needed
- Attend Planning Board meetings providing feedback, background and advice
- Future issues in a real planning function – Long Range Plan, New School, Smart Growth (mandates and initiatives researched and presented to the Planning Board by the PVPC)
- Researching and applying for Grants for Planning, Community Development as well as Parks and Recreation or any other benefit to Town. Grant monies would pay for this individual
- Leg work necessary for revamping the Zoning Laws to support current and future development
- The ability to look at an area of Town and have vision (i.e.: zoning changes needed)
- Complete the Smart Growth Zoning Review recommendations (overlay districts) from the PVPC
- Identify areas in Town that are eligible for Historic Preservation

After much discussion Chair Walter Gunn made a motion that the Planning Board endorses a letter to Town Manger Robin Crosbie detailing the need for added resources to address Planning Board and/or planning related functions. Roy Johansen seconded the motion and it was approved 3:0.

**(CPC) Community Conservation Committee Update – Roy Johansen-** The Committee was very pleased with receiving over 10 applications. They have invited all applicants to make presentations to the committee over the next two meetings. Once the Committee has decided that all criteria have been met, applications will be selected, a Public Hearing will be held and those applications approved will be presented at Town Meeting.

**Correspondence-** Chair Walter Gunn referred to a letter received by Town Counsel regarding the proposed replacement sign at the Mobil Station at 773 Maple Road. Town Counsel informed the Planning Board that the sign will lose the grandfathering protection and must conform to the Town's current bylaw. Walter Gunn will notify the petitioner of the information.

**Planning Board Reports-** None at this time.

Roy Johansen made a motion to adjourn the meeting. The motion was seconded and approved 3:0. The meeting was adjourned at 8:12 pm.

Respectfully Submitted,  
Stacy Wieners  
Recording Secretary