

Shutesbury Planning Board Meeting Minutes
June 12, 2017 Shutesbury Town Hall

Planning Board members present: Deacon Bonnar/Chair, Jeff Lacy, Linda Rotondi, and Steve Bressler

Planning Board members absent: Jim Aaron and Ralph Armstrong

Staff present: Linda Avis Scott/Administrative Secretary

Guests: Meryl Mandell/Master Plan Working Group Chair and Robert Raymond/Planning Board member-elect

Bonnar calls the meeting to order at 7:37pm.

Master Plan Working Group Report: The diversity of MPWG membership is noted; approximately 400 residents participated in the workshops or surveys. Bonnar: the comments in the “Shutesbury Community Vision Report” are informative as to what participants were thinking about. Meryl Mandell/MPWG Chair is seeking Planning Board feedback on the 5.30.17 MPWG meeting with the Select Board; asks the Planning Board if they would consider endorsing the “Community Vision Report”. Bonnar recognizes the need for residents to work together and that the visioning process was an opportunity to do so. Bressler: at the end of the 5.30.17 discussion, there was general support for the second step “Directly Implement the Vision” (page 27); suggests the Planning Board seriously consider endorsing the vision statement and entertain creating committees to take up the themes and consider how are they mutually exclusive and how are they not. Lacy: by statute, the only entity that has authority to adopt a master plan or part of a master plan is the Planning Board. Mandell: this is different in that it is a vision; it makes sense for the Planning Board to endorse the vision tonight and let the Select Board know of the endorsement during their 6.13.17 meeting and that the Planning Board suggest the Select Board create committees, as per the second step, or see if there is a subset of the MPWG willing to do some work to clarify the themes; the vision statement needs the validation of the Planning Board in order for it to spin off into committees. Mandell notes Michelle Cunningham’s 6.9.17 letter. Bressler: if the Planning Board supports, we should make a recommendation for the pursuant option and that the MPWG develop the themes. Bonnar: going through the appendices was more important and informative than the text itself. Mandell: the report was data driven. Bressler: the working committees would identify the “hows”. Lacy: the themes could be analyzed and organized around a planning process. Mandell notes the need for FinCom members and Library Trustees to participate on relative committees. Bonnar notes the need for clarity on the Board’s recommendation to the Select Board. Lacy and Bressler affirm support for the second option. Mandell requests the Planning Board to formally endorse the “Community Vision Report” and let the Select Board know the Planning Board is going to ask the MPWG to reconfigure, for no more than two months, to come up with recommendations for working committees; subsequently, the Planning Board will ask Mandell to query the MPWG to see who is interested in creating a specific recommendation to the Select Board for working committees. Mandell: the report is a

good representation of the broad data feedback from the townspeople. The diversity of the MPWG and their ability to endorse the vision statement is affirmed. Bressler: there may be inherent conflicts that can't be bridged and maybe there will be unimagined possibilities. Bressler moves the Planning Board adopt the "Shutesbury Community Vision Report" dated May 2017; Bonnar seconds the motion. Raymond: could the report be adopted with a caveat that the town work on communication, i.e. to address each other with respect. Lacy reads a sentence from "Community" (page 9) into the record: "Shutesbury is regionally known as a community that has pioneered a unique culture in which residents are united in their commitment to the town and are capable of listening respectfully to opinions that differ from their own, evaluating these opinions in decision-making, and then living in harmony, regardless of outcome." Raymond restates his request that the Board emphasize the need for respectful communication. Lacy: there were many comments about the rural nature of the town, a theme that was well addressed in the 2004 Master Plan the outcome of which focused on zoning; this time, in addition to land use/housing, there are three new themes: community, finances, and infrastructure. Mandell, noting that Raymond's concern is addressed within the vision statement, reads a sentence from "Community" (page 18) into the record: "Positive comments, those expressing values and what should remain the same, centered on an ability to know one's neighbor and be known in return, and to reside in a supportive, nurturing community of independent thinkers". Raymond recommends the Planning Board adopt a vision placing a priority communication. Bonnar: the Planning Board endorses "A Community's Vision" on pages 9-11 of the "Shutesbury Community Vision Report" May 2017 and would like to thank MPWG for demonstrating the type of cooperative discourse needed to achieve the vision. Bressler states that he does not want to place conditions on the endorsement. Bressler seconds the motion that passes unanimously. Lacy moves the Planning Board request of the chair of the MPWG and the Select Board that the MPWG reconvene those members interested in serving further, for up to two months, to make recommendations for working groups as per step two "Directly Implement the Vision" of "Next Steps and Opportunities" (page 27). Bressler seconds the motion that passes unanimously. Lacy and Bonnar will attend the 6.13.17 Select Board meeting.

Bressler moves and Lacy seconds the motion to approve the 5.15.17 meeting minutes as presented; motion passes unanimously.

6.6.17 Letter to Lake Wyola Association: Bonnar is awaiting follow-up from Bruce Hartley/Lake Wyola Association acting president on a date/time for a meeting.

Lot D18 Locks Pond Road Olszewski: Lacy: the appeal period, with no appeals having been received, has passed; the next step is approval of the Conservation Restriction; the Site Plan Review decision is conditioned such that no construction can take place until the Conservation Restriction document is signed by the State.

Possible Zoning Bylaw Amendments: Lacy, referring to "Zoning Projects to Consider in FY 2018": this list includes potential zoning amendments recommended by the ZBA, the Planning Board and some he suggests; the four items in bold type would be the simplest to consider: make clear that common drives are special permit by Planning Board, extend

Site Plan Review approval duration for Open Space Design projects, set Planning Board and ZBA permit fees by regulation, and increase the 800 sq. ft. accessory apartment area. Lacy: the Board needs to review its application fees and adopt these fees in the context of a meeting; an increase in accessory apartment square footage is a way to house residents with little new development – the current criteria requires external measurement; the building inspector ruled that subterranean structures must meet setback requirements. Lacy suggests a fuller discussion about zoning amendments. Bressler suggests attending to the four items in bold type and prioritizing the others.

Bressler moves and Rotondi seconds the motion to adjourn the meeting at 9:00pm.

Documents and Other Items Used at the Meeting:

1. May 2017 “Shutesbury Community Vision Report”
2. 6.9.17 Michele Cunningham letter to the Planning Board and Select Board
3. 6.6.17 Bonnar letter to Bruce Hartley/Acting Lake Wyola Association President
4. Lacy’s “Zoning Projects to Consider in FY 2018”
5. 3.22.17 email from Chuck DiMare/ZBA Chair “Re: Zoning amendments list”

Respectfully submitted,
Linda Avis Scott
Administrative Secretary