

Shutesbury Planning Board Meeting Minutes
November 18, 2019 Shutesbury Town Hall

Planning Board members present: Deacon Bonnar/Chair, Jeff Lacy, Michael DeChiara, and Steve Bressler

Planning Board members absent: Jim Aaron, Linda Rotondi, and Robert Raymond

Staff present: Linda Avis Scott/Land Use Clerk

Guests: Bucky Sparkle and Leah Caldieri

Bonnar calls the meeting to order at 7:07pm.

Public Comment: None offered.

Zoning Query: Bucky Sparkle/the Zengineer, representing Leah Caldieri/property owner, explains that Caldieri is interested in developing her 12-acre property on Leonard Road (Lots P93 & P94). Sparkle states he is aware of the Town's flexible frontage and open space design options and is seeking to determine which approach might offer the best advantage to his client. Referring to the provided schematics and "Open Space Design Worksheet" dated 11.15.19, Sparkle explains that open space calculations and rural siting guidelines were used to create "Sylvanwild Concept 1" which depicts the existing driveway and old woods road; the goal is to disturb the woods as little as possible; the lot sizes vary from .8 to 8 acres; "Lot 5", the largest house lot in "Concept 1", is in both the Rural Residential and Forest Conservation districts. Sparkle: in the "Sylvanwild Concept 2" plan, the houses are located closer to the road which adds ½ acre to the large rear lot; the total frontage for both parcels is 613 feet. Sparkle: the goal of meeting with the Planning Board is to seek guidance on what is needed for a "real" plan. Sparkle to Lacy's question: anything outside the limit of disturbance would be preserved for open space. Lacy: for an open space design plan, the conserved area could be a demarcated part of Lot 5; if the conservation restriction is with the owner of the lot, a homeowners' association would not be required; a driveway maintenance agreement will be needed for the shared driveway. Sparkle to DeChiara's question: one curb cut at the road will be needed. Caldieri notes that she prefers Concept 1. Sparkle: the interior road would not be as long as Sojourner Way and the plan is to develop well away from the 100' buffer zone for the wetland located on the other side of Leonard Road. Lacy notes that isolated wetlands are jurisdictional in Shutesbury and that wetlands factor into open space calculations. Sparkle: the land gently slopes down toward Leonard Road; per MassGIS, there are no wetlands on Caldieri's land. Referring to Sparkle's "Open Space Design Worksheet", Lacy explains an error in Sparkle's calculations and that density bonuses and public access are determined through the Planning Board special permit process. Caldieri to Lacy's question: the woods road parallels Leonard Road to Pelham Hill Road. Lacy: when sizing lots, Shutesbury's Board of Health follows Title V's lot size requirement of 10,000 sq. ft per bedroom; this affects how many house lots are possible within a developable area. Lacy will research whether the open space acreage needs to be its own lot versus part of a house parcel. The Board provides Sparkle with the names of potential conservation restriction holders. Lacy explains the flexible frontage concept which would need only one curb cut for the shared driveway and would allow 4 vs. 3 house lots by special permit; if all the land is privately owned, a conservation restriction is not required. Sparkle: if all the land is privately owned, with 613 feet of frontage, only 2 lots with 250-foot frontages are possible

while flexible frontage for these parcels maxes out at 4 lots. Lacy to Sparkle's question about the Board's preference for open space versus flexible frontage: the Planning Board cannot answer preference questions, however, for guidance, the Board will answer generic questions and explain calculations. Bressler: the Board would need to consider whether there is any benefit to public access. Lacy refers Sparkle and Caldieri to the Board of Health for questions about lot size.

The Planning Board has a general discussion about how calls for information are handled.

Approval Not Required (ANR)/Ayres Hall: The Board reviews the "Subdivision Not Required Plan of Land in Shutesbury MA prepared for Ayres Hall and Margaret J. Gurman" dated 10.18.19 by Harold L. Eaton and Associates (see file). It is noted that Hall and Gurman's home is located on Lot 2 (138 Locks Pond Road) and that the goal of the ANR application is to divide the parcel into three lots each with adequate frontage. Lacy, referring to the plan, confirms that the linear distance along the "way", Locks Pond Road, for each parcel is 250' or more and that there is access from the way into the lots. Lacy: per Hall, the lots are divided so that access is over upland versus wetlands and that the current driveway will be revised so it is located fully on the current house lot; a curb cut will be needed for this change. It is also noted that because it will have more than 500' of frontage, Lot 3 could be re-divided at some point in the future. DeChiara moves the Planning Board approve the Approval Not Required application submitted by Ayres Hall Revocable Trust and Margaret Gurman Revocable Trust of 138 Locks Pond Road; Lacy seconds the motion that passes unanimously.

DeChiara moves and Bressler seconds a motion to approve the 10.7.19 meeting minutes; the minutes are unanimously approved as amended.

Complete Streets: DeChiara: during their 10.29.19 meeting, the Select Board unanimously approved the "Complete Streets Policy of the Town of Shutesbury". DeChiara will follow-up with Town Administrator Becky Torres to ensure submission of the policy to Mass DOT has occurred.

Mass Vulnerability Preparedness (MVP) Grant: DeChiara: the grant application, which is due 1.15.20, will be submitted by the Select Board. Referring to the "Key Points Regarding Municipal Vulnerability Grants (MVP)" document, DeChiara explains that the grants are about preparedness and planning for climate change; grant funds are used to hire approved consultants who work with a representative committee to hold town wide conversations; once planning is complete, the Town can apply for "action grant" funds; "nature-based solutions", as described in the Key Points document, seems to be an approach Shutesbury would be interested in. Planning Board members agree that it is reasonable to move forward with the MVP grant application and for DeChiara to meet with the Select Board to take the next step.

Possible 2020 Zoning Amendments: Lacy: the Board might consider requiring that open space design conservation restrictions be a distinct piece of land. Bressler asks if the Board can reasonably limit the total Town acreage devoted to large-scale solar development. Bonnar notes the need to have the topic of solar development included on the list of proposed amendments and that Wendell has created a solar overlay district. Bressler advocates for a conversation to consider limiting the development of solar fields. DeChiara asks if there can be capacity limits

within an overlay. Possible 2020 zoning amendments will be further considered during the 12.9.19 meeting.

At 8:56pm, Bressler moves and Lacy seconds a motion to adjourn the meeting; the motion passes unanimously.

Documents and Other Items Used at the Meeting:

1. "Sylvanwild Concept 1 & 2" and "Open Space Design Worksheet" dated 11.15.19 by the Zengineer
2. "Subdivision Not Required Plan of Land in Shutesbury MA prepared for Ayres Hall and Margaret J. Gurman" dated 10.18.19 by Harold L. Eaton and Associates
3. "Key Points Regarding Municipal Vulnerability Grants (MVP)"

Respectfully submitted,
Linda Avis Scott
Land Use Clerk