

**New Marlborough Planning Board
Wednesday August 13, 2014**

Attendees:

Chair: Patricia Hardyman;

Members: Judy Hattendorf, Jamie Mullen, Charlie Parton

Other attendees: Mike Parsons, Michele Shalaby, Jane Tant (clerk), Pam Stebbins (SVN)

Call to Order: 7:08 pm

Surveyors

Mr. Mike Parsons from Kelly, Granger, Parsons and Associates presented the following requests for subdivision with drawings for Planning Board approval:

- Robert H. Johnston II of Sisson Hill Road: an additional fifty feet of land (approximately one quarter acre) purchased from abutter Hans & Shea Fantel to increase the size of current holding. The new additional parcel not to constitute a buildable lot.
- Robert E. MacKenzie of Adsit Crosby Road making minor adjustments in the size of the lot with farmhouse for the purpose of making the lot equal one acre.

The Planning Board approved both requests and the mylar copies of the drawings were signed by all members present.

Public Comment

Chair Patricia Hardyman announced the period for public comment.

Michele Shalaby from the Board of Selectman responded by asking what the Board of Selectman could do to further the effectiveness of the Planning Board.

Ms. Hardyman responded that the Planning Board has drafted two amendments to the Protective Bylaws which it plans to forward to the Select Board after review by the Town attorney. The intent is to obtain Select Board approval and addition of the amendments to the next warrant presented to voters. These two changes are:

- Clarification on maximum square footage for an Accessory Dwelling
- Addition of a by-right provision permitting subdivision of a dwelling to establish an Accessory Apartment

Ms. Hardyman also stated the Planning Board seeks assistance from the Select Board in understanding community desires for revisions to the Protective Bylaws. This assistance might take the form of suggesting key persons in the community to approach for suggestions and feedback as well as a letter from the Select Board endorsing Planning Board community outreach initiatives. Other Planning Board members echoed Ms. Hardyman's sentiments with Mr. Parton stating, "We want to listen to the community."

Selectman Shalaby suggested the Planning Board consider making a questionnaire available to voters at an upcoming election. She cited that the Cultural Council offered a questionnaire to voters at a past election and was able to obtain input from a large sample of town residents in this way. She also noted that Planning Board members are welcome at meetings of the Select Board.

Review of Mail:

- Copy of letter from David Herrick, Township 911 Coordinator, to Town Clerk clarifying the 911 number for 187 Stratford Road upon sale of the property.
- Notice of Decision by the Town of Monterey Board of Appeals dated 27 July, 2014 approving the application by the owners of 22 Limerock Lane subject to adherence to any requirements set by the Board of Health.
- Copy of letter from David Herrick, Township 911 Coordinator, to Town Clerk requesting a change in address from Hadsell Street to Umpachene Fall Road for numbers 419, 422, 505 and 510 formerly of Hadsell Street.
- Notice of a Town of Monterey Board of Appeals Hearing on August 20, 2014 regarding addition of a screened porch at 244 Mt. Hunger Road.
- Notice from Town of Great Barrington for hearings to be held by the Select Board and specified Commissions on several dates in August and September regarding the special permit application of the Berkshire Natural Resources Council for work in the floodplain to improve access to 433 Stockbridge Road.
- Notification of seminar on Broadband Planning to be held September 16-18.

New Business:

Mr. Parton placed a motion on the floor to grant a leave of absence to board member Holly Morse and appoint board member Judy Hattendorf as interim vice chair.

The motion was seconded and approved.

Review of July 23, 2014 Minutes:

July 23, 2014 minutes approved as corrected.

Old Business:

Mr. Mullen reported discussion with Brian Domina, Consultant for Berkshire Regional Planning Commission (BPRC), confirmed that in conformance with the Open Meeting Law members must place signatures on Forms A during a public meeting of the Planning Board when a quorum is present. Ms. Hardyman requested fellow board members provide advance notice of an expected absence from a meeting. This will allow advance notification of surveyors in the event a quorum is not anticipated.

Ms. Hardyman noted she had completed the process to be designated as an alternate representative to the Regional Berkshire Planning Council.

All members were reminded to complete on-line ethics training.

The remainder of the meeting consisted of discussion on appropriate questions for seeking community input on desired amendments to the Protective Bylaws. Consensus of the members was that the questions should be open-ended and phrased in positive terms to elicit the most useful feedback. Sample open-ended questions proffered included the following:

- What issue would you want addressed by the Planning Board?
- What do you consider best practices in zoning?

Further discussion indicated a desire to gauge interest in an amendment to permit accessory apartments by-right.

Additional discussion yielded consensus that the January 2014 article in “The Five Village News” concerning the vote on the Protective Bylaw revision identified key community leaders whose feedback should be elicited.

Ms. Hardyman concluded the discussion with the following action items for the next meeting:

- Review previous 2009 survey which included 337 resident responses for next meeting – located on the NM Town website
- Prepare a distillation of questions
- Develop a general question to explore receptivity to multiple zones
- Draft a specific question to elicit input on accessory dwellings and apartments
- Create a draft list of individuals to survey

The meeting was adjourned at 8:58pm.