

Planning Board
Town of Greenfield
Approved Meeting Minutes
Recorded by Janice Pack
December 21, 2017

Members Attending: Paul Renaud, Ken Paulsen, Angelique Moon, Andre Wood, Robert Marshall

Meeting Opened: The meeting was called to order by PRenaud at 6:00 PM.

Minutes: The Minutes from the meeting of December 11, 2017 were read by PRenaud. Changes were made:
Lines 31-34: For clarification purposes, amend to read: "In the RSAs under Revocation of Recorded Approval 676:4-a (page 458) it addresses various revocation scenarios which all pertain to applicants and successors in interest; thereby implying that approvals go with the site, not the applicant."

Line 40: change "Procedures" to "Procedure".

Lines 46-47: change "3 in this room available" to "3 available for Planning Board use"

Line 90: amend to "The Board welcomed SBillodeau who is potentially interested in becoming a Planning Board member..."

KPaulsen motioned to accept the minutes as amended. AMoon seconded and all were in favor. Motion passed.

Mail

An updated Year to Date Planning Board Budget

Old Business

The Certification Sheet for the Master Plan Update is deemed complete without Sherry Fox's signature and copies will be made.

Legal Opinion of Proposed Zoning Amendments

PRenaud read the reply from Town Counsel regarding the proposed zoning amendments wherein he questioned the wording of the sign ordinance and the part that we had decided to strike. AWood moved that we reinstate #4 which we had proposed deleting, and pertains to content. RMarshall seconded this. After further discussion, the question was called and all were in favor (5-0).

AMoon suggested we change the word "Content" to "Purpose" and that if we were particularly concerned with Billboards, we add something directly pertaining to them. PRenaud noted that we already have a size restriction. AWood said that we would have to define the word, and agreed that the size ordinance would cover it.

Regarding Junkyards, Amendment 4, Town Counsel said that the junkyard statutes are anything but clear, so he could not recommend anything that relies on their definitions. The Board discussed this further and decided they felt comfortable with what was proposed.

Amendment 5 regarding use of the word "Customary", Town Counsel felt it was an acceptable criterion but the Board had discussed this in depth last year and decided to make the change; this was merely a housekeeping detail.

AMoon asked if the Board felt we needed to move Amendment 5 to Public Hearing based on the advice of Town Counsel. PRenaud said he felt we should move it forward to the Public Hearing.

KPaulsen asked to go back to the sign ordinance and wanted clarification on number of signs and sizes allowed. The ordinance was discussed, and the interpretation made that KPaulsen was looking for.

PRenaud asked for the Board's opinion on whether or not Public Hearing Notice needed to be sent out to the Center Village District. The members felt we were not changing a permitted use, and so it did not need to be noticed to the individual residents of the Center Village District. After review of the proposed Notice, AWood suggested a clarification to #4 (adding the word "unused" before definition). PRenaud thought "unreferenced" was a better choice than "unused" and the Board agreed.

Roberts Rules of Order

The Board felt that it would be a good idea to add Roberts Rules of Order to our Rules of Procedure. This will be added to the agenda for a meeting early next year.

Business Permit Documentation Process

RMarshall suggested we ask Mike Borden to draft a business permit form for the Board to review. PRenaud felt that was a good idea, and will ask him to draft one before February. The new owners of Allrose Farm have approached PRenaud regarding a copy of the Business Permit. The Notice of Approval is functioning as a Business Permit at this time. In March we will do an informal review of the Event Tracking Form.

Master Plan Implementation Schedule

There are 6 items that the Planning Board has taken ownership of, including a survey to determine where improvements can be made in town services (page 11 of the Implementation Schedule). AMoon had offered to draft the survey; PRenaud would like to have this ready for April. We could add questions relating to improvements in the Town center (feedback regarding the Rymes property and the town septic), and to broadband. RMarshall suggested that we hold off on the survey until we learn more about the grant that Aaron Patt is applying for.

The Board discussed the grant, and the survey questions further, and AMoon asked for the previous surveys to help her craft the new survey.

RMarshall said that we're looking for the potential of applying for a grant, and it will be helpful having the Economic Development section in the Master Plan. He congratulated the Planning Board for the work they had done on the Master Plan, and encouraged them to come to the Select Board and urge their support for the Implementation Schedule items that they are responsible for.

In the Future Land Use section, we had a task noted to meet with the Greenfield Historical Society to discuss the Heritage Commission. PRenaud would like the members to research details of Heritage Commission in advance of the meeting.

Under Complete Streets, PRenaud proposed for 2018 that we investigate the details, benefits and the impact of moving forward with the Complete Streets program.

The Solar Ordinance task is to develop an approach to a solar ordinance in 2018.

We also had the scheduled task of inviting someone from the DES to speak at a Town function; this was in conjunction with the rain gardens.

Lastly on the schedule is the Setback Study to look at the caseload of the ZBA and see what most of their variances are for. This will help determine if we might want to think about revising the setback requirements.

AWood moved to adjourn this meeting, and AMoon seconded. All were in favor. Motion passed.

The meeting adjourned at 8:23 PM.