**Planning Board**

Town of Greenfield

 Approved Meeting Minutes

Recorded by Janice Pack

August 28, 2017

**Members Attending**: Paul Renaud, Ken Paulsen, Bob Marshall, Kathy Carpenter, Andre Wood

**Meeting Opened:** The meeting was called to order by PRenaud at 6:09 PM.

**Minutes**: The Minutes from the meeting of August 14, 2017 were read by PRenaud. Several changes were made:

Line 82: Change “Skowhegan” to “Souhegan”

Line 115: Change “Committee” to “Commission”

Line 136: Change “Town Meeting” to “Select Board Meeting”

Line 137: Change “monies” to “process”

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

**Mail**

No mail was received.

**Old Business**

October 3rd is the Select Board meeting where KPaulsen will share his presentation with the public. PRenaud would like everyone to show their support and attend.

Janice will be on vacation and miss the first meeting in September (September 11, 2017). Options for taking the minutes were reviewed.

The Municipal Association Fall Lecture series schedule has come out. They have changed the format; there is one to be held in Concord the weekend after Columbus Day on the Basics of Planning and Zoning, Telecommunications, and Preserving Water Resources. In the past, each lecture was a 2-hour presentation done locally. Now all three are done on the same day, on a Saturday. PRenaud will not attend, but the other Board members could if they are interested.

**Regulations: Waiver Request Forms**

PRenaud shared the 3 Requests for Waivers that he wants to have available. These are similar to what Peterborough is currently using:

Request for Waiver of Subdivision Requirements

Request for Waiver of Site Plan Review

Request for Modification or Waiver of Driveway Standards

RMarshall moved that we adopt these drafts, as they are clear and concise. KPaulsen would like to add a date on the bottom of the form to show when it was adopted. RMarshall motioned that we adopt the drafts with that amendment. KCarpenter seconded. All were in favor; motion passed. (5-0)

**Master Plan implementation monitoring form & process**

PRenaud feels that the implementation monitoring form may better lend itself to electronic filing. The form was reviewed again, and PRenaud thought it could be put into a relational database where we could do queries on it. PRenaud felt it would be very awkward to do on paper. AWood noted that it would be easier to maintain and refer to if we kept it on a spreadsheet. RMarshall suggested that we change the “How” column to “Results”. He said that most people in town are not using electronic forms. PRenaud noted that you face space limitations working on paper where you don’t when working electronically. RMarshall said that reviewing the document twice a year, say April 1st and October 1st, could be a way of updating accomplishments, and aiding with budget prep. The October 1st review could be done with the department heads. After further discussion, PRenaud said he would work on the format a bit more.

PRenaud noted that he has not heard from Lisa Murphy. He did work up the Appendices form, and passed that around for comment. He also shared the Certification page where everyone on the Board will sign.

**“Alternative Subdivision” Ordinance: Overview of consultation materials; conceptual discussion**

KCarpenter said she has some clients in Auburn who are very positive about their Open Space Ordinance.

RMarshall said that he would like to know that we, as a Board, have common goals on what we want this ordinance to accomplish for us as a town. The Board brainstormed about their goals, and about current use in general and how it might impact the town tax base.

Goals

* To encourage contiguous space, and discourage housing which is overly dense and not supported
* Provide the maintenance of wildlife corridors
* Maintain the look and feel of the town - Does it fit well with the master plan?
* Make clear provisions to separate the land that is going to be conserved in perpetuity
* Investigate tax burdens and incentives
* Provide living space for different age groups (young adults, families and 55+)
* Provide different size land parcels
* Have the flexibility to use these parcels in a way that fits with the character of the town
* Find a way to allow community septic and well, which we don’t have capacity to do now
* Put into our regulations exactly what is required in a Preliminary Conceptual Consultation
* Recognize that open space is more than just space - it may have historic value
* Build neighborhoods and community, and promote a healthy community
* Enable some of the open space to be used by that community (such as a shuffleboard court, etc.)
* To prevent the creation of lots that are shaped in such a way that you cannot even use the land
* Encourage alternative energy
* Provide incentives for the developers to comply with this
* Roads should be private and managed by the Home Owners Association - don’t necessarily need to be paved

Encumbered deeds were discussed, as well as lot size averaging, the Conditional Use Permit and the Lot Size.

PRenaud asked all to go over their list and prepare to continue this discussion at the next meeting.

Agendas for upcoming meetings were discussed. PRenaud hopes to get an outline with key goals filled in by the end of the next 2 meetings.

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

**The meeting adjourned at 8:45 PM.**