

Sandisfield Planning Board Meeting Minutes

DATE: July 5, 2022
TIME: 6:30 P.M.
PLACE: Town Hall, 3 Silverbrook Road

Present: Barbara Cormier (Chair), Paul Adams, Lisa Leavenworth, Bill Taylor (Secretary), Paul Gaudette, Thea Buxbaum. Douglas Miner on zoom. Janey acted as host and recorded the meeting on zoom. Technical issues delayed the start of the meeting.

1. Meeting opened at 6:41
2. Accept minutes from previous meetings. Approved. Paul A moved Lisa seconded. Unanimous.
3. Phillip Blume, Daydreamz Estates. Not here; will hold off. Had to go before selectboard about changes in plan. Wants 2 temporary trailers, in fall will start construction on barn which was in original permit. Select board opinion is that is legal if temporary. Lisa: where was his original plan? Barb: should send in. Paul G has soft copy. Lisa: is delivery still on road? Hasn't completed driveway. Barb: can decide how (van vs tractor trailer) things delivered. Paul G moves to adjourn this item until a meeting at which Phillip Blume can present. Unanimous.
4. 148 Sandisfield Road driveway. Paul G set up site visit in a few weeks. Barb: do you want help with site visits? Paul G: won't approve until brought to meeting. Other boards set up site visit and invite all members. Secretary sets up; Paul G will let me know we need to set up a visit and I as Secretary will coordinate it. Times should be weekends or after 5 PM. 2-3 times, poll board, get back to him (later we agreed Bill just schedule a time that works for Paul and the applicant and notify to simplify the process)

Shared Driveway amendment. Barbara: wants to see a limit to 3 parcels sharing a driveway. Douglas Miner question: Why a cap? Barbara: to prevent someone effectively making larger subdivisions without going through the process which is rather difficult in order to preserve Sandisfield's rural character. Lisa: one driveway to 2 parcels. Paul A: amendment showed changes and existing. Wants to see how the new driveway section would read, a draft of final product. Discussion of format of bylaw/amendment. Barbara: Otis limits to 3 and by special permit (there the PB not SB do SP's). Difference between way to hayfield and driveway. Which do we want? Barbara: fewer curb cuts from a road. The previous bylaw was already approved, she wants to just make one change. Then we looked at other possible changes. Part 1: strike a and add s to building. Part 2: Strike "Sandisfield Board of Selectmen" replace with "Zoning Board of Appeals". Lisa moved, Paul A second. Unanimous. 3: leave as is, unanimous. 4: leave as as. Paul moved, Lisa second. Unanimous. 5: Leave as is. Paul G moves, Paul A unanimous 6: Include "shall not". Unanimous. 7: Leave alone Paul A: move, Lisa second. Barb: too bad no enforcement of apron. Lisa: maybe can. Need enforcement officer. Or bldg. inspector. No change to language passed unanimous 8: Paul G moves leave is is, Paul A seconds. Unan 9 and 10: leave same. Paul G moves, Lisa seconds. Unanimous. 11 same. 12 same. 13: Conservation, Planning, Highway Superintendent. Setbacks and Wetlands. New part 13: All driveway plans must be inspected and approved by 1. Conservation Commission, 2. PB, 3 Hwy superintendent with respect to wetlands, setbacks, necessary culverts, paved apron, and sight lines. Paul moves Paul seconds, unanimous. 14 keep as is. 15: add (s) after number. 16: "There shall be no more than 3 approved building lots served by one shared driveway". Paul moves Lisa seconds. Unanimous 17: "A shared driveway to be used by multiple property owners shall have a turnout every 500 feet that allows safe passage of 2 vehicles, and shall have adequate sight lines to reasonably avoid collisions". Lisa moves, Paul seconds. Unanimous. 18. Add maintenance and financial responsibilities. "For shared driveways, a written agreement between the landowners shall be recorded on the deeds of all properties sharing the driveway and filed with the Planning Board and DPW superintendent. Said agreement shall include maintenance and financial responsibilities." Shared Driveway bylaw has been rewritten and approved by the Planning Board. 4 for, 1 against

5. Accessory Dwelling Unit Bylaw: Thea: bought a property. She likes ADU's. She worked on affordable housing in New Haven. Convert garages. Paul: one needs to be primary residence. Thea: Character: rural in nature. Subdivisions expensive in Sandisfield (acc to Barbara). Discussed size; 900 may be too small. Larger NOT prohibited as we were told at town mtg. Thea wants space for mom. Because of the late hour we will hold off til next meeting. This passes unanimously.
6. Permit Eyes procedures. Barbara: couple of problems. Can't have too many people comment; it should just be Paul Gaudette. Other Planning Board members can see but no comments except Paul, to simplify communication and avoid confusion. Paul says: He will ask applicants how soon they need approval, Soon or next year? He'll use that to suggest timing of site visit or information from applicant. We agreed on this Procedure:

Anyone on the Planning Board can access and look at Permit Eyes applications. No discussion or comment except by Paul G. Paul G will email about site visits. Gives times he is available to Secretary (currently Bill Taylor). Secretary sets up site visit with applicant based on Paul's schedule which is currently after 5 PM weekdays or weekends from 9 AM on. Secretary then notifies all members immediately. Project then put on agenda for meeting after the date of the scheduled site visit. No discussion during the site visit except getting information relevant to the permit application.

Barbara suggests we make a book of procedures in addition to meeting minutes.

7. Pay bills and review mail. None. Bill received email of Open Meeting Law complaint and stated there was not a violation. He will forward that email to other Planning Board members.
8. Topics not anticipated by the chair within 48 hours of meeting: Barbara requests that Secretary bring hard copy of bylaw, minutes and agendas for all 5 members. Homework: Look at other town's ADU bylaws before next meeting. Paul A will send links to other towns. Paul A: question: roadway to Minery estate. DEP and cons commission approved. Town does not want to acquire property. No tax \$ to town. Separate lots; town could get parts. What is process for builder? Organization in room: We need to reorganize the files. File cabinets locked. See if Roger Kohler has keys to file cabinets (after meeting we discovered none are currently locked). Barbara: we should hold a townwide open discussion/talk to see where residents/landowners want for the direction of town. What would they like to see? Ex: village zoning to 100' frontage to facilitate shops and village feel. She would like to invite David Hubbard who had many ideas for a town plan.
9. Adjourn meeting. 9:04. Paul A moves, Lisa seconds, unanimous

Post meeting: Looked at how to reorganize the Planning Board space which is currently mingled with Board of Health. Barbara, Lisa will lead this and let Bill and others know when.