PLANNING BOARD MEETING MINUTES, WEDNESDAY, AUGUST 19, 2020

The North Brookfield Planning Board held their meeting on Wednesday, August 19th, 7 PM at the Police Station Conference Room. Chair King called the meeting to order with members John Tripp, John Turner, Susan Lyons (via call-in), Michele Petraitis and Jason Spangenberg in attendance. Sharon Donovan, Interim Clerk took notes.

The last two member signatures for the Registry of Deeds form regarding plan recording was completed. Bill will send to the Registry.

The Planning Board conducted a plot plan review by Brenda Hellerberg for South Main Street/McCarthy Road for 5 ANR lots mainly in the R11 District. Chair King noted that four proposed lots meet the required minimum of 100 ft of frontage x 11,000 square ft. The fifth lot was drawn to meet the requirements of the R66 District. Chair King made a motion to approve the plan as submitted. Michele Petraitis seconded the motion. The motion was unanimously approved; Board Members signed the plot plan documentation; Ms. Hellerberg presented a check (#4225) in the amount of $375.00.

John Tripp made a motion to approve meeting minutes as submitted by email July 15, 2020. John Turner seconded the motion and the motion was unanimously approved.

The last invoice has been submitted by Amy Yanover, former Clerk in the amount of $66.25. Board Members signed the invoice. Sharon Donovan has offered to serve as Planning Board Interim Clerk.

Chair King received a letter from the West Brookfield Planning Board on a hearing August 3rd regarding a proposal for a back lot on one of their roads in town.

Chair King received a phone call inquiry Monday, August 17th from Mark Belenkii of Central Realty Group, Boston for a recreational marijuana grow facility on the Hargraves property, located on East Brookfield Road/Con Warren Road. Mr. Belenkii is interested in making a preliminary proposal at the next Planning Board Meeting in September.

Chair King noted that the one-year timeframe has expired with no contact or request for a hearing extension on the 55 West Brookfield Road Solar Array Project. Gina Wolfman, a project representative has not returned a phone call requesting an update. The Planning Board will ask Dale Kiley about the legality of closing this project.

John Tripp reported that poles have been installed at the Elm Street Orchard Solar Array without permit. Having met with the project managers in late June to discuss the proper protocol, John Tripp notes that the Select Board has yet to receive a pole installation hearing request.

John Turner has received a satisfactory quote that includes printing, addressing, postmark, and tally services for the Master Plan Survey Project. The mailing will be sent to approximately 3,500 registered-voters by September 1st. Note that in addition to postmarked envelopes, respondents have the option to answer electronically via SurveyMonkey.com.

After walking the Hayes Solar Project on Monday, August 17th, John Turner and Bill King spoke with Site Manager, Dave Guerino regarding deficiencies that need to be corrected - Mr. Guerino agreed.

Chair King reviewed the proposed Zoning Bylaw amendments noted below:

4. Permitted Uses Include but are not limited to: *(Section IV.E. - Pages 28 & 29)*

1. Mixed-use Development
2. Cafes *Change to Restaurants and Cafes* less than 4,000 Sq. Ft.
3. Professional Offices
4. Financial Institutions such as but not limited to banks and mortgage companies
5. Small Scale Retail Establishments (<4,000 Sq. Ft.)
6. Personal Services such as but not limited to: Dry Cleaners, Beauty Salons, Tailors, Printing, Photocopying, Photo Processing, and Photography Studios

5. Uses which may be allowed on special permit from the Planning Board after a public hearing and subject to appropriate regulations, if determined to be neither offensive nor determinantal to the district and provided all necessary safety precautions have been taken:

1. Entertainment uses such as but not limited to: Movie Theaters (1 or 2 screens) or Indoor Recreation (i.e. arcade, bowling alley, etc.).
2. Outdoor Markets such as but not limited to: Farmers’ Market, Flea Market, etc.
3. Bed and Breakfast and Boarding Houses
4. Restaurants *Change to Restaurants and Cafes greater than 4000 Sq. Ft.*
5. Drive-through operations (*Moved from Section 6.b. Prohibited Uses)*

6. Prohibited Uses:

1. Retail Operations with more than 4,000 Sq. Ft. of gross floor area on any individual floor
2. Adult Entertainment (*Moved from Section 6.c. to 6.b.)*

8c(2)a Off-site Parking: Separate from, or in conjunction with Shared Parking provisions, an applicant may use off-site parking to satisfy their parking requirements in accordance with the following conditions:

* Off-site parking shall be within 200 Ft. of the property for which it is being requested *Change to 500 Ft.*

Zoning Map

* Change Industrial Spot Zone at Union Street/Summer Street to R-11
* Change R66 at south end of East Brookfield Road on west side to Business Gen. 2 with minimum lot size of 40,000 Sq. Ft. and minimum frontage of 150 Ft.

Pages 18 and 19 of the zoning bylaw have intentionally been left blank. He proposes to add a reference table of uses to replace these pages.

A Public Hearing on Zoning Bylaw Amendments is scheduled for Wednesday, Sept 30th, 7PM in the Police Station Conference Room.

The next Planning Board Meeting will be held on Wednesday, September 16th, 7PM in the Police Station Conference Room.

Chair King made a motion to adjourn the meeting. Jason Spangenberg seconded the motion and the motion was unanimously approved.

No members of the public were present.

Handout: Table 2 – Reference Table of Uses by District

Meeting adjourned at 8:05 PM. Minutes are 3 pages.

Respectfully submitted,

Sharon Donovan, Interim Planning Board Clerk