**Planning Board Minutes, Wednesday, October 21, 2020**

The North Brookfield Planning Board held their meeting on Wednesday, October 21st, 7 PM at the Police Station Conference Room. Chair King called the meeting to order with members John Tripp, John Turner, Jason Spangenberg, Susan Lyons, and alternate Michele Petraitis in attendance. Michael Hinkley, Clerk, took notes.

Members of the public in attendance were Edith Hubacz, Andrew Hubacz, Joan Small, Eva Brown, Pradeep Algoo and Mark Smith, Engineer from CMG, Sturbridge, MA.

The hearing/meeting minutes of September 30, 2020 were motioned to be approved by Susan Lyons, John Turner seconded. The motion was unanimously approved.

 The minutes of September 16, 2020 were brought by Chair King to amend. The proposed amendment was for page 2, paragraph two, third sentence, changing “did” to “did not” meet the area requirements. This action was moved by Susan Lyons, seconded by John Tripp. The motion was unanimously approved.

**Mail:**

 Chair King received multiple emails/calls; an inquiry was received regarding a rear lot on Green Rd., an inquiry about retail marijuana distribution was received, an inquiry about land for a cricket match/club was received and town accountant provided budget status. He also sent revised BG2 District proposal to E. Vanetzian (Tomasian). He also has been in phone contact with J.D. Holdcraft regarding the district.

The Town of Spencer Planning Board sent a notice for a public hearing for a Zoning Amendment on Tuesday October 20, 2020 in McCourt Social Hall of the Memorial Town Hall. The hearing will be held remotely on Spencer Cable Access channels and at SCATV.org at 6:30pm. The proposed amendment: One Year Moratorium on Large Scale Ground-Mounted Solar Arrays.

 The Town of Spencer Planning Board sent a notice for a Public Hearing on Tuesday, November 17th, 2020 in McCourt Social Hall of the Memorial Town Hall. The hearing will be held remotely on Spencer Cable Access channels and at SCATV.org at 7:00pm. The public hearing is going to go over the special permit application for John Kennedy, 50 E. Charlton Road. The applicant is requesting a special permit under 5.3.10 (rear lot subdivision) of the Spencer Zoning Bylaw to create a rear lot subdivision in the Rural Residential Zoning District. They will also be going over the Special Permit application for Adam German; located at 71 East Charlton Road. The applicant is requesting a Special Permit under 5.3.10 (Rear Lot Subdivision) of the Spencer Zoning Bylaw to create a rear lot subdivision in the Rural Residential Zoning District. The Planning Board is reviewing the Special Permit Applicant: Catalyze, LLC; Owner: ATV Realty Trust, Location 51 Borkum Road. The Applicant is requesting Special Permit under Section 4.3.25 (Construction Trades – Outside area used for storage of equipment) of the zoning bylaw to use 2 acres for the storage of shipping containers filled with solar panels. This property falls under Rural Residential Zoning District. The Planning Board will also be reviewing a Definitive Subdivision Plan, the Applicant: Colin Derhammer; Owner: Spencer Solar II LLC c/o Melink Solar Development, Charlton Road. The applicant is requesting a definitive subdivision approval under Article 2.3 (Definitive Subdivision Plans) of the Spencer Subdivision Regulations. The property is in the Rural Residential Zoning District.

**Discussion:**

 W. King discussed with the board about inspecting the Hayes-Chipman solar array property Saturday, the 24th, at 3pm at North St. and Shore Rd. J. Turner and Bill K. will walk and anyone else is asked to show at the above time/place.

 Discussion of the Master Plan with updates from John Turner. The Master Plan questionnaire summary is almost completed as they are inputting surveys into Survey Monkey. The Master Plan Comm. is planning on meeting October 22nd, to discuss focus groups and questions/topics for discussion.

 The Holdcraft and Tomasian properties were discussed by the Board regarding the proposed realigned Business General 2(BG2) District. Bill K. had a sketch of the proposal. The revised district boundaries attempted to incorporate the comments received from the September 30 hearing. The discussion was postponed to Feb/Mar 2021 when another hearing will be scheduled. The Board was in favor of the revised boundaries.

 W. King discussed the reasonable filing fee for site plan review in our Bylaw. A fee of $275 is for a special permit and another $275 is being charged for site plan review. Our bylaw states that the fee for site plan review can be $2/$1000 of construction cost with a minimum fee of $200.We will now be requiring a fee based on the $2/$1000 of construction cost for site plan review fee.

 Pradeep Algoo discussed his proposal for a convenience store/gas station development. on North Main St. Mr. Algoo is looking to move forward with the development on the former Langevin/ Bagdis property. Mr Algoo has submitted a preliminary proposal. He informed the Board that he will be doing a perimeter survey and conducting engineering and drafting architectural plans for the convenience store/gas station. An island with three fuel pumps and a 3900 SF convenience store is proposed. Gas and diesel will be available. Fuel tankers would enter at the north entrance and fill to the right, leaving through the south entrance preventing disruption to the flow of traffic at the site. The convenience store and fuel island architectural plans intend to be drafted with downtown historical compatibility.

Eva Brown from the DDC wants to make sure that North Brookfield has a walkable historic downtown and proposed that the gas station be put somewhere else. The Planning Board noted that the property has been purchased, and that this project has the proper zoning and is in the Downtown Overlay District. It will require an application for a special permit and site plan review per our Bylaw. Following a complete application, a public hearing will be scheduled.

Chair King made a motion to adjourn the meeting at 8:05pm, seconded and so voted.

Minutes are 4 pages.

Respectfully submitted,

Michael Hinkley, Clerk