**Planning Board Minutes, Wednesday, November 18, 2020**

The North Brookfield Planning Board held their meeting on Wednesday, November 18, 7 PM at the Police Station Conference Room. Chair King called the meeting to order with members John Turner, Jason Spangenberg, Susan Lyons, and alternate Michele Petraitis. Not in attendance was John Tripp. Michael Hinkley, Clerk, took notes.

Members of the public in attendance were Mark Laprad of McClure Engineering Company, Karen McGrail, Dorothy Revane, Anne Ramsey, John Foyle, Karen Hubacz Kiley of the ZBA, Joseph Levesque of Levesque Geomatics Inc. and Don Gillette.

**Discussion:**

 Mark Laprad of McClure Engineering Company proposed plans for a property on Ayers St. and Bigelow St. in the R30 district; three lots/ lot 1 34381SF, 170' frontage on Ayers St. lot 2 31794SF, 191.34' on Ayers St. lot 3 32191SF, 198.51' frontage on Bigelow St.on behalf of the Revane Family Irrevocable Trust & Minns c/o Dorothy Revane. Following plan review, Chair King asked for motion, second and vote to approve the plans, all members present approved.

 Karen McGrail who used Tauper Land Surveying Inc. proposed plans that would split the property in the R11 district on North Main St. and Mt. Pleasant St. splitting the property into lots 1&2. Two lots/ lot 1 25141SF, 141.74' on North Main St. & 122.04' on Mt. Pleasant St. lot 2 24453SF, 122.38' on Mt. Pleasant St. Chair King asked for motion to approve. Susan Lyons moved, John seconded, vote approved.

 Joe Levesque of Levesque Geomatics proposed plan for Lot A in R66 district at 45 Rufus Putnam Rd. which is a split from about 35 acres of land. The lot has 250 feet of frontage and 2.79 acres. Susan Lyons made a motion to approve, Michele Petraitis seconded, all voted approval.

 Chair King asked for a motion to approve the minutes of October 21, 2020. Susan Lyons moved, John Turner seconded, voted unanimously.

 The planning board reviewed an application for a special permit for a setback to build a garage, proposed by Jamie and Michael Cook and their surveyor Bruce Wilson of New England Environmental Design LLC, for their property on 7 Point Road. The variance would allow the proposed garage to have 34.67 feet as a front setback instead of the bylaw 50 feet. This application was deferred due to a need for more information from zoning officer and then review by our board. The hearing before the ZBA was held prior to our board receiving notice.

 Don Gillette came to the planning board with proposed plans for his property in R11 district. on Chase Rd. and Elm St. to build a garage. The bylaws state there needs to be a 20-foot setback and Don Gillette is seeking approval for 15 foot of setback. This proposal was deferred due to the plans needing to be reviewed to see if the plans meet the requirement for a special permit. The ZBA hearing on this project was held prior to our board receiving notice. Mr. Gillette owns the abutting lot, so one option is for him to adjust the common lot line to meet the setback.

 Anne Ramsey was seeking a special permit for a nonconforming structure and lot located at 34 Oakham Rd. on lot located within the R30 district. The proposed plans were prepared by Levesque Geomatics would extend the structure by 288 square feet on one side and 464 square feet on another. The bylaw states that a structure can be extended by 30% allowing 87 square feet maximum for this property to be extended. The addition proposal would make the property more non-conforming. It was concluded that Karen Kiley, Michelle Petraitis and Bill King meet with John Couture, Building Inspector/Zoning officer to discuss options for this request, as well as the two above requests. Again this application was not received prior to the ZBA hearing.

 Richard Dwelly’s proposed plans for enlarging a single family house by 1200 sq. ft. were reviewed. There was confusion about this lot and the R11, R30 and R66 districts that it is in. What setback requirements apply? House was built in R66. Driveway is in R11. Frontage is in both R11 and R30 districts. Mr. Dwelly had come before the board and his request was for an in-law apartment. The bylaw has a maximum requirement of 900 sq. ft. Given this, the option of possibly creating a two family house was mentioned, however a use variance is not permitted. Therefore, a variance for an in-law apartment 900 sq. ft. could to be considered. This will be discussed with the zoning officer along with the three above projects.

 Susan Lyons and John Turner gave a Master Plan update. The master plan is going to test running a mock forum, so they can begin providing information via town wide forums. The survey had 746 surveys returned and the Master Plan Committee is looking to summarize the responses on the town website.

 Discussion of town articles took place. Chair King stated that 6 of the 7 articles at town meeting were approved. The article that was not passed was for “Drive-Thru Operations”. This article will be redrafted for the spring town meeting. He also stated that he had shared revised boundary outline of proposed BG2 District with owner Tomasian/Vanetsian and abutter Lavin.

**MAIL:**

The Planning Board reviewed mail from the Board of Health requiring face mask to be worn due to the increased number of cases of Covid within the state/town.

 The Planning Board received a notice of a public hearing from the Town of Spencer for a solar project special permit at 83 Northwest Road. The meeting will be held Tuesday December 15, 2020. Other communication was received via phone regarding solar battery projects, rear lots, recreational marijuana delivery and private fences in town being too close to side walks and street right of ways.

**Closing:** Chair King asked for a motion to adjourn the meeting at 8:42pm, John Turner motioned and Susan Lyons seconded, all approved.

Minutes are 4 pages,

Respectfully submitted,
Michael Hinkley, Planning Board Clerk