

**TOWN OF SHEFFIELD
PLANNING BOARD
JULY 12, 2023
TOWN HALL FIRST FLOOR MEETING ROOM
7:00 PM
MEETING MINUTES**

Board Members Present:

George Oleen, Chairman
Brittany Ebeling
Kenneth Smith
Sari Hoy
Robbie Cooper

Others Present:

Josh Risen - Board Administrator
Mike Parsons, of Kelly, Granger, Parsons & Associates INC
Members of the Public

Chairman Oleen called the meeting to order at 7:00 p.m.

Discussion/ Possible Action Regarding Proposed Dark Sky Bylaw.

K. Smith stated that he had been in touch with Robert Kilmer the Chairman of the Select Board and that this matter was to be discussed during their upcoming meeting. S. Hoy stated that she intended to be present for that meeting and would update the Board on what was discussed at the next meeting. K. Smith informed the Board that he had taken all of Town Counsel's comments and adopted them into the newest version of the Dark Sky Bylaw to be a zoning bylaw.

R. Cooper stated that he had gone out to East Rd. in Sheffield to view the properties that were discussed during the May 24, 2023 meeting and stated to the Board that he was surprised by how close the houses were to each other and that the Board owed it to the public to try and remedy the problem of excessive light displays. A discussion about the best method to limit the intensity and duration of light displays ensued. S. Hoy stated that she thought it would wise to draft the Dark Sky Bylaw as a General Bylaw because that has more teeth when it comes to enforcement concerns. Chairman Oleen stated that there was no reason that the Board could not write the bylaw as a General Bylaw regardless of the fact that they usually draft Zoning Bylaws.

ANR Requests.

M. Parsons presented the ANR request on behalf of John E. Trierweiler & John M. Trierweiler regarding the subdivision of 2.317 Acres on the westerly side of County Road. M. Parsons explained that this is a situation in which a son is buying parcels from his father. The Board determined that the land meets the frontage and setback requirements pursuant to the Town of Sheffield Zoning Bylaws.

K. Smith made a motion to approve the ANR as presented, seconded by S. Hoy. The motion passed unanimously.

Discussion/Possible Action Regarding Mobile Food Establishments.

K. Smith stated that based on the memo that the Board received from Rhonda LaBombard, the Town Administrator, it was his understanding that the Select Board was unsure as to which Board was responsible to flush out the details about where, when and how the Mobile Food Establishments were to operate. It was the Planning Board's desire to avoid having to create a comprehensive guide on this matter, and to just make the Mobile Food Establishments permissible under the Zoning Bylaws, and that either the Select Board of the Board of Health would be responsible for working out the details.

Approval of Minutes from June 28, 2023.

The Board reviewed and discussed the minutes.

S. Hoy made a motion to approve the June 28, 2023 minutes as written, seconded by B. Ebeling. The motion passed unanimously.

Review Mail.

The Board reviewed the mail.

Board Member Items.

Chairman Oleen stated that he thought that any alternates appointed to a Board should be regularly attending meetings so that they are able to effectively contribute to discussions when they are needed.

S. Hoy stated that the Housing Committee would be conducting a joint meeting with the Board of Health on July 18, 2023 regarding how to convert condemned housing into new affordable homes and that she would give an update on this matter at the next Planning Board meeting.

Public Comment.

There were no public comments.

R. Cooper made a motion to adjourn the meeting, seconded by B. Ebeling. The motion passed unanimously.

The meeting was adjourned at 7:45 pm.

Respectfully submitted by:



Josh Risen
Board Administrator

The following documents were reviewed at this meeting:

- Draft meeting minutes for June 28, 2023
- Proposed Table of Use Bylaw Change on Mobile Food Establishments.
- Dark Sky Bylaw.
- Memo from Rhonda LaBombard, the Town Administrator.

Sheffield Planning Board

Date: 7.12.23

PLEASE PRINT: Your Name

Street, Town

Skylar COOPER

295 S. Main St.