

**TOWN OF SHEFFIELD
PLANNING BOARD
OCTOBER 9, 2019
FIRST FLOOR MEETING ROOM
7:00 PM**

Board Members Present: James T. Collingwood Jr., Chairman
Kenneth Smith, Vice Chairman
George Oleen

Board Members Not Present: Dale Martin
Caitlin Marsden McNeill

Others Present: Renee LeClair, Planning Board Clerk
Members of the Public (see sign in sheet)

James T. Collingwood Jr., Chairman called the meeting to order at 7:00 p.m.

Discussion and possible action on newly formed limited in scope, zoning by law review committee: Selectman Rene Wood stated that Paul Greene the Towns Building Inspector has expressed a need for a review of the Towns current bylaws. Selectman Wood explained that as she understands it, the Building Inspector is hoping a review will bring him some clarity in his position for the Town. The Selectmen have decided that a small committee will be formed and she is here tonight looking for one volunteer from the Planning Board to be involved. A discussion ensued. Selectman Wood stated that this committee will be very focused and their initial goal will be to meet with the building inspector gather his comments. After review the committee will bring the work to the Planning Board in time for the Board to conduct the necessary hearings before the annual town meeting in May. A discussion ensued. K.Smith accepted Selectman Wood's request for him to join her and Eric Carlson in this Zoning Bylaw Review Committee. **G. Oleen motioned, with a second from K.Smith to appoint K.Smith as the Planning Board representative to the Zoning Review Committee. The motion passed 3-0.**

Board Member Items: K.Smith asked about a particular discussion at the recent Open Meeting Law and Ethics Training workshop regarding the approval of minutes. Selectman Wood stated that minutes are to be drafted within ten days of a meeting and approved within thirty days or three meetings whichever comes first. The Chairman of the Board can approve the draft minutes alone in order to get them out to the public. Then at the next meeting the Board would ratify this approval as a group. Selectman Wood stated that this was discussed because some Boards do not meet as frequently as the Planning Board.

Public Inquiries: Mr. David Rothstein a resident of Sheffield approached the Board and shared his site plan that was created and surveyed by Kelly Granger Parsons. David explained that this plan has been filed with the registry of deeds and had been approved by the Planning Board in 1977. David went over the plan with the Board. David asked the Board if this plan valid and buildable. A discussion ensued. Chairman Collinwood asked that David leave the plan with the clerk so she can show the Town Administrator and confirm the site plans validity. A discussion ensued. Chairman Collingwood stated he wants to be sure that the Planning Board takes the proper steps to answer David's questions properly.

Review Mail: The Board reviewed the following:

- Letter from the Sheffield Selectboard regarding August Moon at 1496 Salisbury Rd Sheffield Ma
- Great Barrington Zoning Board of Appeals notice to abutter's special application for Jenise and Mark Lucy October 22 7:30 pm 415 Monterey Rd.
- Great Barrington Zoning Board of Appeals notice to October 22 to act on appeal of a building inspector cease-and-desist order.

Board Member Items: The Board discussed the meeting schedule. October 23rd, November 13th, and December 11th, will be the next meetings. The Board decided that they will cancel the November 27th meeting and the second meeting in December due to the holidays.

K.Smith asked the clerk to sign him up for two workshops with the Berkshire Regional Planning Commission.

G.Oleen asked if the building inspector has heard anything about Autobahn's progress on placement of their fence. K.Smith said he had been in communication with the building inspector about the project. A discussion ensued.

G.Oleen then asked about the landscaping at the solar project on County Road. Chairman Collingwood explained that the company working on the solar project does not have their CO yet so they are not producing power.

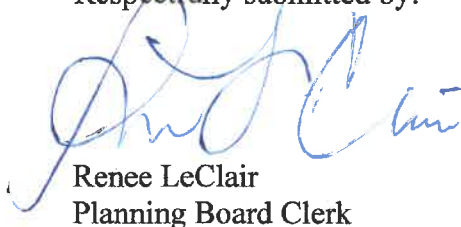
K.Smith asked about a resident that had reached out to the Board earlier in the week regarding the marijuana bylaw. The clerk explained to the Board that the resident had called and thanked the Board for their time but that she has a prior engagement this evening and could not make the meeting. A discussion ensued.

G. Oleen motioned, with a second from K.Smith to adjourn the meeting. The motion passed 3-0.

The meeting adjourned at 7:41 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: Sign in sheet

Respectfully submitted by:



Renee LeClair
Planning Board Clerk

Sheffield Planning Board

Date: October 9, 2019

PLEASE PRINT: Your Name

Street, Town

1. David Rothstein 864 S. UNDERMT. RD
2. Renewood 928 Boardman St
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
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13. _____
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