

**TOWN OF SHEFFIELD  
PLANNING BOARD  
FEBRUARY 10, 2021  
TOWN HALL & VIRTUAL MEETING  
7:00 PM**

Board Members Present:     Kenneth Smith, Chairman  
   George Oleen  
   Sari Hoy  
   Caitlin Marsden McNeill

Board Members Absent:     Dale Martin

Others Present:               Members of the Public  
   Lori Neil, Administrative Assistant

Chairman Kenneth Smith called the meeting to order at 7:00 PM.

ANR Requests – No ANR's

Discussion of 5G Installation Bylaw Change – N. Anderson and C.M. McNeill gave a brief review and saw no challenges or the need for any changes.

**Approval of Minutes:** The Board reviewed the draft meeting minutes of January 27, 2021. G. Oleen made a motion to approve the minutes as written. C. McNeill seconded the motion, the motion carried 4-0.

Discussion regarding Solar Installation at Berkshire Fence – 550 South Main Street –The definitive scale will be 1/8 of an acre. If a lot is over 1/8 of an acre, it will be considered Large Scale. If a lot is under 1/8 acre it will be considered Small Scale. A Special Permit will be needed from the Planning Board.

Chairman Smith reviewed a letter from the Select Board, dated 1/20/21, regarding Recodification of two General Bylaws. C. M. McNeill requested additional time to have the opportunity to review it further. This item was tabled until the first meeting in April.

Citizen question on changing Bylaws regarding Special Events held on their property. Rhonda Cushwa at 247 South Undermountain Road was provided direction on how to go start a Bylaw change process. Chairman Smith advised her to check other towns such as Great Barrington, to find something that already has been assembled which will give a guideline to follow.

R& R Ventures Project Update of 700 South Main Street -This project is under the Micro Business Category. The initial plan was to utilize the structure that was there but after further

insight it was obvious the structure had to come down. The foot print of the building has not changed at all. The public outreach meeting for R & R Ventures will be held tomorrow night.

Berkshire Welco Update of 34 Home Road. – Chris Weld gave an update. He recently received a Request for Determination of Applicability, He has had a public outreach meeting for 34 Home Road and stated his building was recently inspected.

Public Inquiries: Possible discussion regarding Public Outreach Meetings and Planning Board attendance. Chairman Smith gave an overview of the procedure of the last public outreach meeting stating that it was a convoluted process and it seemed ownerless. The town has asked not to post a meeting if it is not a town meeting. Members of the Planning Board will be nominated based on their interest in attending the special event/outreach meeting. The delegation will be ahead of time so it will not be confusing to anyone.

**Board Member Items:**

Chairman Smith reviewed the times of the four upcoming Public Hearings at the next Planning Board meeting on 2/24/21.

G. Oleen complained of the echo on the conference call. Chairman Smith stated he believes it is due to the cell phone being close to the speaker.

Going back to a Discussion from last week regarding Accessory Use of In-Law Apartments. It was discovered and voted on in 2011. It was approved by the Town. We are now trying to figure out how we legally get the minutes into the Bylaw.

Lauren Hyde asked if she could get a list of the 18 questions on the Special Permit and asked if she would be allowed to speak at a Public Hearing next week on 2/24/21. Chairman Smith said that would be the time for the public to voice their opinions. Typically, each person is given a 3 minute time-line. Questions can be asked to the applicant or to the Board.

Mail:

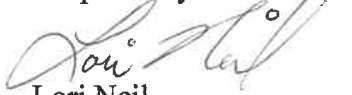
- Letter to Planning Board from the Select Board – Dated: 2/2/21
- Notice of Public Hearing for Berkshire Welco at 34 Home Road

**Next meeting will tentatively be February 24, 2021.**

There being no more business before the Board this evening, C. M. McNeill made a motion, with a second from G. Oleen to adjourn the meeting. The motion carried 4-0.

Chairman Smith adjourned the meeting at 8:00 PM.

Respectfully submitted by:

  
Lori Neil  
Administrative Assistant