

**TOWN OF SHEFFIELD  
PLANNING BOARD**

**December 8, 2021**

**7:00 PM**

Board Members Present: Chairman Smith  
George Oleen  
Robbie Cooper

Members Absent: Caitlin McNeill  
Sari Hoy

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

Chairman Smith opened the meeting at 7:01 pm.

Chairman Smith read a letter from Catherine Miller regarding the Citizen's Petition.

Chairman Smith announced he has sent in letters to the Select Board letting them know we have held the public hearings below, now, the Planning Board decides to support, abstain or to not support the by-law changes. Chairman Smith gave an overview of the voting process.

1.) **ANR Request:** Kirt Mayland was present to give an overview of the site-plans for the Kradel Family 2011 Irrevocable Trust at 66 East Stahl Road, Sheffield. K. Mayland showed two lots that were created both of which are approximately one acre in size. The 3<sup>rd</sup> lot will be the majority of the parcel with 19.14 acres on lot 3. All three (3) lots are on East Stahl Road.

**R. Cooper made a motion to accept the Kradel Family 2011 Irrevocable Trust ANR as written.**

**G. Oleen seconded the motion. Motion carried, 3-0.**

2.) Discussion/Possible Action on Public Hearing held on 11/17/21: Pursuant to the provisions of Chapter 40 A, Section 5 of the Massachusetts General Laws to amend the Sheffield Zoning By-law Section 3.1.3.H, Adult Use Marijuana Establishment. **R. Cooper made a motion to abstain from the By-law change vote but reserve the right to make a decision at the town meeting. G. Oleen seconded the motion. Motion carried, 3-0.**

3.) Discussion/Possible Action on Public Hearing held on 11/17/21: Pursuant to the provisions of Chapter 40 A, Section 5 of the Massachusetts General Laws to amend the Sheffield Zoning By-law Section 7.4.2 Definitions, Solar. **G. Oleen made a motion to support the Solar By-law change. R. Cooper seconded the motion. Motion carried, 3-0.**

4.) Discussion/Possible Action on Public Hearing held on 11/19/21: Pursuant to the provisions of Chapter 40 A, Section 5 of the Massachusetts General Laws to amend the Sheffield Zoning Bylaw Section 7.5.5.2.13, 7.5.4.2.4, 7.5.6, and 7.5.7.2, Adult Use Marijuana Establishment. **R. Cooper made a motion to abstain at the present time, but reserve the right to make a decision at the town meeting. G. Oleen seconded the motion. Motion carried, 3-0.**

Chairman Smith mentioned the citizens group is willing to get together with the Planning Board to go over the by-law changes and to try to come to an agreement. R. Cooper announced that he is interested in being a delegate on this sub-committee for the by-law change. Chairman Smith mentioned S. Hoy was also interested in being involved. Chairman Smith will send a letter to Lauren Hyde and Catherine Miller to let them know R. Cooper and S. Hoy will be the Planning Board delegates on the sub-committee.

**5.) Update on recodification By-law Review: 1.) Community Residences;** Chairman Smith read an email received from Rene Wood, via Chris Skelly, Project Specialist of the Berkshire Regional Planning Commission. The Select Board has taken what the Planning Board had received back from the Berkshire Regional Planning Commission and is putting together a draft of what they think it should look like, as well as, taking it out of the general bylaws. Chairman Smith said he believes the Planning Board should have it by the next meeting. It will be kept on the agenda for next week. Chairman Smith mentioned he foresees this being on the Town meeting in May.

6.) Approval of Draft minutes – November 17, 2021 & November 19, 2021: **G. Oleen made a motion to accept the minutes as written. R. Cooper seconded the motion. Motion carried, 3-0.**

7.) **Discussion/Possible Action on FY23 Planning Board Budget:** The Board discussed the FY 23 Budget line items. It was agreed to increase the advertising account to \$2,250. There was a discussion of having access to a lawyer and having direct communications. Chairman Smith will check to see if there is a line item that can be added such as legal items. All other line items are to remain the same. **G. Oleen made a motion to accept the changes to the FY 23 Budget. R. Cooper seconded the motion. Motion carried, 3-0.**

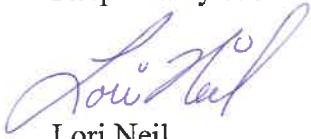
8.) **Planning Board Rules & Regulations versus Special Permit Application:** This topic was tabled until the next meeting on 12/22/21.

**9.) Planning Board Mail Review:**

**10.) Board Member Items:**

- Chairman Smith mentioned that previously members had brought up the possibility of receiving financial compensation. If this is something the Board wants to pursue, now is the time to put in the request. It was mentioned that other Boards receive \$200-\$250 annual stipends. Chairman Smith will draft a letter to Rhonda LaBombard, Rene Wood and Nadine Hawver of Finance to request a \$250 annual stipend.
- R. Cooper mentioned a citizen had asked him about the traffic of several trucks traveling on Root Lane. There was discussion of signage and the route trucks take for safety measures. Chairman Smith suggested the citizen bring the issue to the Select Board's attention.

Respectfully submitted by:



Lori Neil  
Administrative Assistant

**Supporting Documents:**

Meeting Agenda

Letter from Catherine Miller

Letter from Christopher Skelly of the Berkshire Regional Planning Commission

Draft Minutes from 11-17-21 & 11-19-21

FY 23 Budget