

**TOWN OF SHEFFIELD  
PLANNING BOARD  
SEPTEMBER 28, 2022  
VIA ZOOM 7:00 PM**

Board Members Present: George Oleen, Chairman  
Kenneth Smith  
Sari Hoy  
Robbie Cooper

Board Members Not Present: Caitlin McNeill

Others Present: Beverly Keefner, Recording Clerk  
Members of the Public

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

**ANR Request:** There were no ANR requests.

**Approval of Minutes:** The Board discussed several amendments to the August 30, 2022 minutes, some names need to be corrected and formatting should be changed. R. Cooper submitted minutes from the July 13<sup>th</sup> meeting for the Board to review and approve. S. Hoy will send corrected minutes from March 9<sup>th</sup> and July 27<sup>th</sup>, both need review and approval. Chairman Oleen will ask Bev to forward minutes without "Draft" so if approved as is, they can be signed at the meeting.

**Spot Zoning:** Chairman Oleen had the zoning book by Mark Bobrowski, regarding Planning and land use in Massachusetts, for reference. K. Smith discussed the Option Institute property on the west side of Route 41. The Board will review spot zoning and discuss at a future meeting.

**Discussion on Dark Sky Bylaw:** R. Cooper and S. Hoy both have revisions to the proposed Dark Sky Bylaw. R. Cooper will send his to Bev for distribution to Board members. The Planning Board has not received written feedback from David Rogers regarding his concerns with holiday lighting and enforcement procedures as requested at the previous meeting.

**Resignation:** Chairman Oleen wanted to clarify procedures for resignation of a Planning Board member. Elected officials must resign in writing to the Town Clerk.

**Public Comments:** There were not public comments

**Board Member Items:** There were no Board Member Items

Next meetings will be held on Oct. 12<sup>th</sup> and 26<sup>th</sup> at 7pm, via Zoom.

K. Smith made a motion to adjourn, seconded by R. Copper. The motion carried unanimously.

Chairman Oleen adjourned the meeting at 8:53 pm.

Respectfully submitted by:

Beverly Keefner  
Recording Clerk