

**TOWN OF SHEFFIELD  
PLANNING BOARD  
DECEMBER 14, 2022  
VIA ZOOM  
7:00 PM**

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

Board Members Absent: Caitlin McNeill

Others Present: Rene C. Wood, Select Board Chairman

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

**ANR:**

Mike Parsons was present to discuss two ANR requests. There was technical difficulties with Zoom and being able to hear M. Parsons. The Board logged off and back in again, problems continued. K. Smith used his cell phone to be able to connect with M. Parsons.

The first ANR was for Silver Street, two abutters to property owned by West/Brassard are purchasing property that abuts their own property. The first parcel, 2.37 acres, would be purchased by Peter Schneyer Jr. and the second parcel, 5 acres, would be purchased by Nick Pedretti. The Board reviewed and discussed the plans. K. Smith explained the ownership of each lot including the Schneyer and Pedretti property. Chairman Oleen asked if the abutters have been advised, M. Parsons stated that the neighbors are the ones purchasing the property. K. Smith asked R. Wood if the Select Board had any issues with removing the property from Chapter 61A, she replied no. K. Smith recused himself and explained the family connection. R. Cooper made a motion to approve the ANR, seconded by S. Hoy. The motion carried 3-0, K. Smith abstained.

The second ANR was for the estate of Dawn Massini, a transfer of property on Rannapo Road to Mark Massini. The property is 5.8 acres and will leave 26.6 in the estate after this transaction. S. Hoy moved to approve the ANR, seconded by K. Smith. The motion carried unanimously.

Select Board Chair Rene Wood was present to discuss the Housing Production Plan (HPP). She explained that if the Planning Board approved the plan it would be sent to the state for their approval. Chairman Oleen stated that the plan looks like something that the Planning Board could work with. S. Hoy, also a member of the Housing Production Plan Committee (HPPC), stated that making changes to the plan at this point would be difficult, as it has already been approved by the HPPC and the Select Board. The Board discussed the data that was contained in the plan. R. Cooper made a motion to approve the HPP as submitted, seconded by K. Smith. The motion carried unanimously.

Chairman Wood then presented a Marijuana Bylaw amendment. She updated the Board on the recent legislative changes, Host Community Agreements and gave an overview of the current businesses in town. She further explained that this bylaw amendment was not a citizen's petition so that the Board could make changes. R. Cooper asked how this would change the Planning Board involvement with Marijuana establishments, R. Wood responded that the Planning Board would only have to act on retail special permits, since the amendment would outlaw all other uses. She further explained that this bylaw would have to pass at Town Meeting by 2/3<sup>rd</sup> majority and would also have to pass a ballot vote at the annual town election. R. Wood stated that the Planning Board would have to determine if the current bylaw fits the town now. Discussion took place regarding odor, complaints, job opportunities and grandfathered businesses. Chairman Oleen stated that the Planning Board would take this amendment under advisement.

Chairman Wood discussed grandfathering with the Board and reminded them that with the Dark Sky Bylaw everything up to the point of the bylaw would be grandfathered and not have to comply until they installed new lighting fixtures.

There was an interruption with the Zoom meeting, the Board got back on line at 8:04 pm.

Chairman Wood stated that Berkshire Regional Planning Commission (BRPC) would be willing to provide some training if the Planning Board was interested. Discussion took place regarding the clerk position. It was the consensus of the Planning Board to add CJ Hoss from BRPC to their next agenda to discuss the training opportunities.

Chairman Wood left the meeting but reminded the Board to send an email if they approved the HPP tonight so that it could be forwarded to the state for approval.

**Approval of Minutes:**

Discussion took place regarding the minutes that were approved at a prior meeting.

S. Hoy moved to approve the October 26, 2022 minutes, seconded by K. Smith. The motion carried unanimously.

**Discussion on Dark Sky Bylaw:**

Chair Oleen stated that he talked with Chris Weld regarding the lighting in the green houses and that the greenhouses are shuttered and there are specific light requirements depending on the age of the plants. R. Cooper talked with the principle of the school district regarding the nighttime lighting at the school. He was going to research whether or not the lights were on a timer. S. Hoy stated that an 11 pm curfew would be great but that astronomy begins before 11 pm. Chairman Oleen stated that the bylaw should be striped to bare bones and amendments can be made later. K. Smith will work on making the amendments to the draft bylaw and submit for Board members to review. The Board discussed the public hearing process for adoption of a bylaw.

**Board Member Items:**

R. Cooper stated that he would like to work on a bylaw or amendment that would allow tiny houses. The Board discussed septic systems, trailer parks, mobile homes and land requirements for building a house. K. Smith discussed a possible amendment to the accessory dwelling bylaw that would allow a tiny house to be added to a property with an existing house. S. Hoy stated that she would like to review all bylaws regarding housing to make housing in Sheffield more accessible. That would also include amending some definitions.

It was the consensus of the Board to continue to work on the Dark Sky bylaw and amendments to housing bylaws for the next town meeting.

The Board discussed the FY24 budget, it was the consensus of the Board to add a \$200 annual stipend for each member. The Board discussed the dues and travel line items and decided to increase both to \$250. Chairman Oleen asked S. Hoy about the trainings she attended and if they were in person or on Zoom and if she had submitted mileage reimbursement, he also stated that in person was more informative than Zoom. The clerical position and how it was paid was discussed.

Chairman Oleen read the mail.

S. Hoy made a motion to adjourn, seconded by K. Smith. The motion carried unanimously.

Chairman Oleen adjourned the meeting at 9 pm.

Respectfully submitted by:

  
Rhonda LaBombard  
Town Administrator

Documents Reviewed at this Meeting:  
Housing Production Plan  
ANR Request and Maps  
Draft Marijuana Bylaw Amendment  
Draft Dark Sky Bylaw  
Minutes  
Budget Form