

**TOWN OF SHEFFIELD
ZONING BOARD OF APPEALS
OCTOBER 3, 2019
FIRST FLOOR MEETING ROOM
7:00 PM**

Board Members Present: Eric Carlson, Chairman
Mark Bachetti, Vice Chairman
Allison Lasso
Paul Nardi

Board Members Not Present: John Reilly

Others Present: Renee LeClair, Zoning Board of Appeals Clerk
Members of the public (see sign in sheet)

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

Continued Public Hearing: concerning the application of Berkshire Welco, LLC for a Variance for relief of Section 3.1.3-D-32 & 9.2.2-2 of the Town's Zoning Bylaws to expand commercial uses; principal use #32 Retail store, provided all items for sale are manufactured on site in a general business district by-right use, to include a retail store, no exceptions. The property is located on 1375 North Main Street, Assessors Map 32 Block 2 and Lot: 5 Book 02477 Page 113 in the General Business district. The public hearing notice was read aloud by the clerk. **M. Bachetti motioned, with a second from P. Nardi to re-open the public hearing. The motion passed 5-0.** Chairman E. Carlson explained that the applicant initially thought that this was a matter for the Zoning Board of Appeals. A discussion ensued. **P. Nardi motioned, with a second from M. Bachetti to accept his withdrawal without prejudice. The motion passed 4-0.**

Approval of Minutes: The Board reviewed draft meeting minutes from August 29, 2019. **M. Bachetti motioned, with a second from P.Nardi to approve the August 29, 2019 minutes as amended. The motion passed 4-0.**

The Board reviewed draft meeting minutes from September 12, 2019. **P.Nardi motioned, with a second from M. Bachetti to approve the September 12, 2019 minutes as written. The motion passed 4-0.**

Board Member Items: Chairman E. Carlson explained to the Board that he received an email from the Town Administrator asking him to discuss approving the minutes in a more timely fashion. A discussion ensued. It was decided that going forward, when a meeting of the Zoning Board of Appeals is not scheduled the clerk would send the minutes out via email for everyone to review. Should everyone agree the Chairman would then sign off and approve the minutes so that they may be available to the public. **M.Bachetti motioned, with a second from P.Nardi to empower the Chairman to approve the draft minutes with input from the members of the Board. The motion passed 4-0.**

Chairman E Carlson explained that Town Counsel is reviewing the guidelines for the Building Inspector to follow when it comes to Berkshire Lake Estates. A discussion ensued. M. Bachetti asked that the Town share a copy of the guidelines once they are complete.

Public Comment: There was no public comment.

Adjournment: There being no further business before the Board this evening **M. Bachetti motioned, with a second from P.Nardi to adjourn the meeting. The motion passed 4-0.**

The meeting adjourned at 7:19 p.m.

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, Application of Berkshire Welco, LLC for a Variance.

Respectfully submitted by:



Renee LeClair
Zoning Board of Appeals Clerk

Sheffield Zoning Board of Appeals

Date: October 3, 2019

Name – PLEASE PRINT

Street, Town

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