

**MINUTES OF THE PLANNING BOARD PUBLIC MEETING
TOWN OF CHARLEMONT**

November 18, 2004

Members Present:

Bill Stephens
Charlotte Dewey
Dan Miller
Ursula Nebiker
Gisela Walker
Trevor Mackie

Bill convened the meeting at 7:05 p.m. The Board began by signing Marie Hall's Notice of Decision and reviewing the minutes of previous meetings.

Gisela asked if the Board had voted on changing the location of where PFDs enter the river, and said that she opposes changing the location. However, the Board agreed to ask the Selectmen to make this change.

Bill made a motion to approve the minutes of the October 28th and November 4th meetings. The motion passed unanimously.

The Board reviewed and revised the Planning Board procedures, including topics such as the duties of the members, the budget, and meetings times. The Board will continue to work on these procedures at another meeting.

It was noted that the Planning Board filed their appeal of Earl Bowen's Constructive Grant today.

Next, the Board discussed the matter of pre-1979 subdivision roads and what can be asked of property owners to improve the condition of these roads.

There will be a training workshop on Special Permits and Variances on Monday December 6th, from 7:00-9:00 p.m. at the Buckland-Shelburne Community Center in Shelburne Falls. It was advised that PB members, ZBA members and the Secretary should attend. The Secretary will remind the PB and the ZBA of the workshop.

The Board discussed the Schechterle gravel pit, and decided that they will review the pit in the spring of 2005.

The Secretary was asked to compose a letter to Mohawk Park, asking them for the formal drawings of their deck addition.

The Secretary will also compose a letter to the Warfield House, asking them for their final drawings of the additions to their inn.

There will be a meeting on November 30 at 6:30 at Hawlemont School regarding the Bissell Bridge.

Bill responded to the FRCOG survey, asking for sidewalks and pedestrian information.

Next, Christine Dupree came in to discuss a change of use to the Charlemont Mini-Service gas station on Main Street. She submitted a plan to the Board and explained that she and Brian wanted to create two small studio apartments on the second floor of the gas station, add a provision for food preparation on the main floor, and add a small Laundromat in the west side of the main floor of the gas station. The Board told Chris that they would need to contact the Board of Health regarding the food preparation, and the Building Inspector regarding two family/multi-use dwellings and the minimum parking requirements. The Board advised Chris to contact the following agencies in the order below:

1. The Building Inspector
2. The Board of Health
3. Ken Hall, Fire Chief

The Board wished Chris luck and asked her to come back when she had more information. She expressed an interest in setting the hearing date as soon as possible, and December 16th was discussed as a possible date.

The Secretary was instructed to forward the Marie Hall/Hyytinen Notice of Decision to the following towns: Florida, Shelburne, Buckland, and Monroe Bridge.

The Secretary was instructed to forward all Planning Board minutes to all Boards in town to enhance inter-board communication.

The items on the agenda for the next meeting (December 2, 2004) are:

- Doug Dean's change of use hearing
- Finalize the Planning Board procedures
- Discuss the Permit process
- Earth removal bylaws
- Mixed use zoning in the Village District.

The Board discussed holding a meeting on November 16th, tentative.

The Board then read their mail, after which a motion was made to adjourn. This passed unanimously, and the meeting adjourned at 9:42 p.m.

Respectfully Submitted,

Carlene Millett
Secretary to the Board