

Charlemont Planning Board
November 16th, 2023, 6:00 pm Meeting Minutes
Via conference call and in person, Town Hall

Members Participating: Bob Nelson, Colleen Champ, Lori Shulda-Merrigan, Jennifer Mooney, Liz Bouyea
Others Participating: Star Atkeson, secretary

APPOINTMENTS:

5:30 Remote meeting of FRCOG Small Town Housing Working Group 5:30-7:00. — The Board attended the meeting on housing and learned about the Housing Bond Bill and other topics.

C.Champ asked the participants of the meeting what towns that are just starting out should do to create housing and if there were resources that would be helpful.

- They recommended visiting a website called Mass Housing Toolbox.
- CHAPA (Citizen's Housing and Planning Association) has a municipal engagement team that Charlemont can apply to receive help from. They have open office hours.
- There is a grant which funds towns to get help from Megan Rhodes. Towns can invite her to Planning Board meetings and get technical assistance for Housing related Zoning efforts.

B.Nelson asked a question regarding cluster development bylaw updates. He was told that updating the Subdivision Regulations and the cluster development bylaw should go together. Shelburne did it recently and used recent best practices in theirs.

ACTION ITEMS:

1. Review /Approve Meeting Minutes from 11/02/2023
Not done at this meeting.

DISCUSSION TOPICS:

1. Finish Colrain's Cluster Housing Bylaw
Not done at this meeting.
2. Any housing topics brought up in the FRCOG meeting. —
 - The Board went over properties that Charlemont has where there could be development. They spoke about the recreation grant and that it was not for housing.
 - B.Nelson caught the Board up with correspondence from Wendell Rheinheimer who may choose to create a lot with backlot development for two houses rather than a cluster development for three houses. The Board is concerned with the shared driveway VS. road issue which has cropped up in the past.
 - L.Bouyea suggested working with FRCOG to update subdivision regs. They agreed that Cluster development should be a section of the subdivision regs. Would like to read Shelburne's newly updated Subdivision regulations vs. Charlemont's regulations.

- FRCOG Small Town Housing Working Group will have a meeting on February 1st with Cluster housing on the Agenda.

Unforeseen in the last 24 hours:

1. The Board caught new member L.Bouyea up on current planning board business and strategized on how to be most effective in moving work along in meetings and progressing towards the bylaw revisions for Town Meeting. They will decide in January what makes it to Town Meeting in May.
 - State-required Marijuana equity bylaw updates—LSM will work with Sarah to start this.
 - Short term housing Use Table additions— B.Nelson would to bring this to Town Meeting. He liked Buckland's PowerPoint on the same topic and is hoping to do something similar.
 - Celltower bylaw revision—board members updated L.Bouyea and each other on their positions on the matter, will wait for J.Mirin's appointment to decide on next steps.
 - Master Plan—LSM relayed that Sarah would like the Master Plan to be updated so the Town will be eligible for more grants. C.Champ is interested in taking on the Master Plan. The Master Plan update will include RKG Economic Development Report findings. She will run it by J.Mooney for feedback.
 - Cluster Development / Subdivision regulations—L.Bouyea will reach out to Megan Rhodes/FRCOG to inquire about the process to update subdivision and cluster development bylaws and will keep LSM in the loop.
 - Campground bylaw had also been on the to-do list.

Agenda items for next meeting:

- Appointments with S.Mueller who wants to build a house and cottages on Mountain Rd and with Wendell Rheinheimer about backlot development. J.Mirin may also want to come in.
- L.Bouyea suggested a running "projects update" portion on the agenda.
- B.Nelson would like to spend half a meeting (December 21st) on Short term Housing use table additions.

Bob Nelson moved to close the meeting at 8:45, Lori Shulda-Merrigan seconded the motion. All in Favor

NEXT MEETING: December 21st 2023

Respectfully Submitted by Star Atkeson 12/05/2023

Documents reviewed in meeting:

Agenda for 11/16/2023