

Planning Board – Town of Spencer

Minutes



Planning Board Meeting
Tuesday November 13, 2012 at 7:00 PM
McCourt Social Hall
Memorial Town Hall

Planning Board Members Present: Chair James Whalen, Shirley Shiver, Robert Ceppi and Associate Member Jonathan Viner.

Planning Board Members Absent: Ralph DiChiara and Mary Stolarczyk.

Staff Present: Michelle Buck, Town Planner and Brynn Johnson, ODIS Clerk

Mr. Whalen opens the meeting at 7:00pm.

1. Continued Public Hearing – Major Site Plan Review: Applicant: Diversified Automotive, Inc. Owner: Seven Mile River Nominee Trust. Location: Podunk Highway (Rt. 49).

Ms. Buck explains the applicant has submitted a written request to continue the public hearing to the December 18th Planning Board Meeting.

Motion: Ms. Shiver makes a motion to continue the public hearing for Diversified Automotive until December 18th as requested by the applicant. Mr. Ceppi seconds the motion.

Vote: 3-0 in favor.

2. Request for Release of Performance Guarantee, Candlewood Estates- The applicant is requesting the release of the final 5,000.00. The work has been completed and the road was accepted at the November 1st Town Meeting.

Motion: Ms Shiver makes a motion to release the final performance guarantee for Candlewood Estates. Mr. Ceppi seconds the motion.

Vote: 3-0 in favor

3. Town Planner Report:

A. Inclusionary Housing Bylaw- Ms. Buck asks the Board if they are interested in pursuing the adoption of an Inclusionary Housing Bylaw at an upcoming Town Meeting. If so it will take some time to incorporate the comments from CMRPC and work with Town Counsel to prepare it for the next Town Meeting. Does the Board want her to work on this or something else they would rather her work on other things such as a Master Plan or Designation as a Green Community?

Ms. Shiver says she would like Ms. Buck to work on the Inclusionary Housing Bylaw. She feels this is important, but wants to know if the Master Plan is more important.

Ms. Buck says ideally the Master Plan should be updated every 10 years.

Mr. Ceppi asks if the Master Plan has changed much since it was last done. Ms. Buck says the current plan does not reflect the most recent census data.

Ms. Shiver asks if an updated plan will help the town qualify for grants. Ms. Buck says maybe. She notes that there are no mandatory state requirements for a master plan.

Mr. Ceppi states the current plan isn't that old. The opinion of people in town most likely hasn't changed much so he feels this can wait for now if there is something more important that needs to be worked on.

Ms. Buck explains the other thing that she can work on is the Green Communities designation. Designation as a Green Community would make the town eligible for money to be used for energy related improvements. The town would have to meet 5 criteria to be designated as a Green Community. The hardest of which would be the adoption of the stretch code. The stretch code would "stretch" beyond the normal building code to make new building projects be more energy efficient. The stretch code would have to be brought up at a Town Meeting. Some other requirements include purchasing only fuel-efficient town vehicles and establishing an energy use baseline and developing a plan to reduce energy use.

The Board asks if Ms. Buck can work on both the Inclusionary Housing Bylaw and the Green Communities. Ms. Buck says yes she will work on both. She will discuss Green Communities with Adam Gaudette.

B. Miscellaneous Project updates:

Ms. Buck reminds the Board the CMRPC Central 13 project meeting is coming up.

4. Approval of Minutes: September 18, 2012 & October 03, 2012

A. Motion: Ms. Shiver makes a motion to approve the minutes for September 18, 2012. Mr. Ceppi seconds the motion.

Vote: 3-0 in favor

B. Motion: Mr. Ceppi makes a motion to approve the minutes for October 03, 2012. Mr. Whalen seconds the motion.

Vote: 3-0 in favor

5. Adjournment: With no further discussion the meeting was adjourned at 8:20pm.

Submitted by: Brynn Johnson, Jr. Clerk

Approved by the Planning Board on: _____ 3/26/2013 _____

List of Documents used on November 13, 2012

Sent to Planning Board prior to Meeting:

- Agenda
- Memo to Planning Board from Michelle Buck, Town Planner dated 11/08/2012
- Updated set of Plans for Diversified Auto Dated 11/05/2012
- Stormwater Management Report for Diversified Auto from Beals and Thomas dated 11/05/2012
- Inclusionary Housing Draft Bylaw and review/analysis from CMRPC
- Planning Board Minutes from 09/18/2012 & 10/03/2012