

Richmond Planning Board Meeting
Town Hall
Minutes
November 12, 2019

Members present: Richard Bell, Douglas Bruce, John Hanson (Chairman), Katherine Keenum

Member absent: Peter Lopez

Mr. Hanson opened the meeting at 6:30 P.M.

1. Mr. Bell moved to approve the minutes of November 12, 2019, as is. Mr. Bruce seconded. The motion was approved unanimously by a vote of 4-0.
2. Mr. Hanson reported on a cordial conversation he had had with Danielle Filio, the Town Administrator, about how the Planning Board and Town Hall would interact procedurally and about a possible future update of the town's master plan. No action items followed.
3. Members reviewed Mr. Hanson's proposed procedures for posting legal notices (see Exhibit 1). Mr. Bruce took notes for an informal chairman's notebook.
3. Mr. Bell reported on his experience in obtaining a town hall e-mail account and on the resources available to members of the Planning Board as town employees.

The meeting adjourned at 7:28 P.M.

Respectfully submitted,
Katherine Keenum, Clerk

Exhibit 1. Mr. Hanson's "Legal Notice for Public Hearings – Draft 11/11/19"

Notice of the time and place of such public hearing, of the subject matter, sufficient for identification, and of the place where texts and maps thereof may be inspected shall be published in a newspaper of general circulation in the city or town once in each of two successive weeks, the first publication to be not less than fourteen days before the day of said hearing, and by posting such notice in a conspicuous place in the city or town hall for a period of not less than fourteen days before the day of said hearing. Sample notices are in Appendix A.

Berkshire Eagle

Place email address here.

or call Nancy Mclean, (800) 245-0254 (Option 4) or FAX (413) 499-3419

Please send us your public notices either typed up in the e-mail text itself or attached as a Word document. Please specify the publication(s) in which the public notice is to run in and on which dates. All public notice orders and text must be received by noon, at least two days prior to the date of publication. For Monday publication, the order and text must be received by noon on the prior Thursday.

Note: Include the dates to run the Add. Sample below:

BERKSHIRE EAGLE LEGAL ADVERTISING

PLEASE RUN ON MARCH 26 AND APRIL 2

THANK YOU-

John Hanson- 698-3140

Appendix A

1. Special Permit, Common Driveway

**TOWN OF RICHMOND
PLANNING BOARD
NOTICE OF PUBLIC HEARING
SPECIAL PERMIT**

The Planning Board, pursuant to the provisions of Section 4.8 B 15 of the zoning bylaw, will conduct a public hearing on the petition of P. Keyburn Hollister, Trustee of the Pokhara I and II Nominee Trust, for a special permit for a common driveway to serve three lots on West Rd., Assessors Map 407, Lots 22, 23 and 24., The hearing will be held on Monday, May 14, 2007, at 6:30 pm, at Town Hall, 1529 State Road.

John Hanson
Chairman

2. Subdivision

TOWN OF RICHMOND
PLANNING BOARD
NOTICE OF PUBLIC HEARING
September 19,2014

The Planning Board will conduct a public hearing pursuant to the provisions of Section 4, paragraph 4.2 of the Richmond Subdivision Rules and Regulations on the petition of Branch Farm Condominium to modify the “Decision of the Planning Board, Town of Richmond, Massachusetts Definitive Plan Approval” signed April 24, 2006.

The petition asks 1) to add to footprint restrictions: *Code compliant stairways, ramps and landings, solely designed for ingress and egress shall not be included in the footprint calculation.* 2) Delete the 6-month restriction on occupancy. 3) No change. 4) Delete entire paragraph regarding habitable space restriction. 5) Delete *provided that habitable space is not created in the basement* regarding adding to/modifying foundations.

The public hearing will be held at Tuesday, October 14, 2014 at 6 P.M. at Town Hall, 1529 State Road.

John R. Hanson, Chairman
Richmond Planning Board

3. Zoning Change

TOWN OF RICHMOND
PLANNING BOARD
NOTICE OF A PUBLIC HEARING
PROPOSED AMENDMENTS TO
THE ZONING BYLAW

The Planning Board, pursuant to the provisions of Section 5 of Chapter 40A of the Massachusetts General Laws, will conduct a public hearing on Monday, March 11, 2019, at 6:00 pm at Town Hall, 1529 State Rd., to consider amendments to the zoning bylaw summarized as follows:

- Permit and regulate Ground Mounted Solar Arrays as by right PRINCIPAL and ACCESSORY USE with specified limitations, and providing dimensional factors triggering a requirement for a special permit.
- Change the Permit Granting Authority for large accessory buildings from the Selectmen to the Planning Board.

The complete texts of these

amendments are available in the
office of the Town Clerk, Monday &
Wednesday from 4:30 PM-7PM and
Saturday from 8 AM-11AM at the
Richmond Town Hall.

John Hanson, Chairman

Planning Board

02/18/19, 02/25/19