

Deerfield Planning Board Meeting October 3, 2011

Present: John Waite, Lynn Rose, Rachel Blain, Paul Allis

Absent: Max Antes, John Baronas, Roger Sadoski, Jr.

The meeting was called to order at 7:10 pm, by Mr. Waite, who read the agenda for the evening.

Minutes: In reviewing the minutes of September 12th meeting which were done from Paul Allis's notes, Mr. Waite wanted to add that there had been a discussion about, how to determine when there is a need for a site plan review. The Board agreed to check with Pat Smith at FRCOG to see if the zoning bylaws are clear enough. Mr. Allis recalled a question about accumulating frontage in stages. When reviewing zoning prior to annual town meeting, the Board had found items 5411, 5412, and 5413 unclear.

Ms. Blain moved that the minutes be accepted with the inclusion under Old Business of a discussion about a need for clarification of the Town's Zoning Bylaws in section 5400 (5411, 5412 and 5413). The motion was seconded by Paul Allis. The vote was 3-0-1.

Old Business

Storm water Regulations: Present: Debra Shriver (FRCOG)

Mr. Waite introduced the session by stating that a Storm Water By-law had been developed and passed at Town Meeting, now the Planning Board was working on an application and regulations for implementing the bylaw.

Ms. Shriver presented forms which she has prepared to guide people through the process. She said the format used was designed to conform to site plan application form. She then reviewed it with the Board. The first pages are designed to help the applicant decide if a storm water permit is required.

Questions were asked about earth removal. That is an issue for the ZBA. Ms. Shriver noted that there are situations such as tropical storm Irene that have to be looked at carefully.

The Application for a permit is a one page form. Ms. Rose suggested adding a reference to additional documents at the bottom of the page. Next are Storm water permit requirements that must be followed along with a checklist for each step along the way. Included is a section for the engineer and/or consultant fee acknowledgement form and check sheet. Once fees are determined, the monies are held in a revolving account.

Mr. Allis had concerns about the amount of detail in the package. He felt like it didn't conform to the format used for other Planning Board projects. Ms. Rose disagreed, saying that she had worked with Ms. Warren, the Executive Administrative Assistant, to make this very consistent. Mr. Allis said that he thinks he needs to take time to assimilate this package. Ms. Shriver made the point that if "you" the applicant are doing things that are going to create storm water issues, it should be up to "you" to pay for it, not the neighbor or other people.

The next portion was to review some questions that have been raised.

1. Who reviews the eligibility form? FRCOG
2. Who does the initial review for completeness of application? There are a couple of steps.
 - 1) The admin staff can check the pages.
 - 2) For closer review – Consultant or FRCOG – need to decide
3. Payment mechanism? Planning Bd has a revolving fund
4. Electronic format same as Site Plan Review?
5. Who should be asked for comments? Same as those for site plans
Hard copies to: Town Clerk, BI, Hwy, Con Com,
6. Who delivers application packages to various officials – Office staff
7. Boards and officials have 14 days to make comments
8. Internal tracking – Office staff

Ms. Shriver said when complete, she will have spent eleven hours on this project. Later in the meeting **a motion was made by Ms. Rose, seconded by Ms. Blain, and unanimously voted, to pay Debbie Shriver an additional six hours, under the existing contract, to complete the Storm Water package. (4-0-0)**

Correspondence

East Deerfield Rail Yard: Ms. Rose reported there is a public meeting to present the results of on-going soil and groundwater sampling at the former Lake Asphalt site off River Road. The meeting is on October 5th in Town Hall.

Wind energy project: There is a hearing on a wind energy project in Shelburne consisting of eight 2.5 mw turbines on October 6th.

Citizen Planner Training Collaborative: Ms. Rose has signed up for one of the sessions but will be unable to attend. She said it's already paid for; someone should go in her place. (Subdivision plan – Nov1) Mr. Allis said he would be interested in attending.

Forestry Management Plan: Ms. Rose reported that she has worked to obtain a small grant to develop a plan for managing the Town's 150 acres of forest land. She hopes to use it as a demonstration site to show folks what they can do on their own land. She has a commitment from UMASS students for assistance with this project beginning in January. Anyone who's interested should contact Ms. Rose.

Next meeting – November 7: Pat Smith will present the New Member Orientation packet and the Bylaws.

The meeting adjourned at _____ .

Respectfully submitted,
Priscilla Phelps

