

Town of Lenox  
Planning Board  
Via Zoom  
Dec. 8, 2020

**Members present:** Chair Pam Kueber (PK); Vice Chair Tom Delasco (TD); Kate McNulty-Vaughan (KMV); Jim Harwood (JH); Lauryn Franzoni (LF);

**Staff Present:** Jessica Cote, Land Use Assistant (JC)

**List of documents provided for this meeting:**

- December 8, 2020 Agenda
- October 27, 2020 minutes
- November 10, 2020 minutes
- For kmv Institutional research rationale 2.docx
- 11-20-20 Institutional Uses 2.docx
- Kmv and pjg Nov11-2020 Agricultural-rev-KMV 2 with changes.docx
- Kmv and pjg Nov11-2020 Agricultural-rev-KMV 2 without chan.docx

PK opened the meeting at 6:00pm. The meeting was recorded via Zoom.

**1. Minutes --Approve meeting minutes Oct. 27 and Nov. 10**

- KMV moves to accept the minutes from October 27, 2020 as amended. PK seconds. All in favor 5-0.
- KMV moves to accept the minutes from November 10, 2020 as amended. LF seconds. All in favor 5-0.

**2. Wireless Communications --Update on engaging consultant to conduct a wireless master plan and regulatory review.**

- PK updated the Board that the contract with the consultant has been approved and signed.
- The consultant has a copy of bylaw and expects to provide feedback to the PB within a couple weeks.
- PK will follow up to remind Gwen Miller to send the signed contract to all Planning Board members.

**3. Master Plan – update on progress and next steps.**

- PK updated the Planning Board on the progress of the Master Plan.
- Goal is to have first public sessions in January and February, then update the plan, with roll out by April/May to the public.

**4. Hazard Mitigation Plan – update on final draft.**

- PK updated the Planning Board on the progress of the Hazard Mitigation Plan.
- Final draft is complete for a comment period; board members may comment.
- Before sending the plan to the PB, PK wanted to explain that the reason the plan is so long is that it will be used to request funding from the federal government; to obtain federal funding,

you must have the exact item being requested listed in the plan. Therefore, in the process used to create the plan, town participants were asked to think comprehensively.

- TD asked about who participated in the plan development. JC and KMV were able to recall some names, and TD was satisfied that we had excellent participants who knew the town well.

**5. Agricultural Uses Bylaw - Review revisions to proposed amendments to Agricultural Uses bylaw, including new sections on neighborhood-, commercial-and small-commercial farm stands, and backyard chickens. Finalize and discuss next steps.**

- Board reviewed Kmv and pjk Nov11-2020 Agricultural-rev-KMV 2 with changes.docx document for Agricultural Uses bylaw.

- Board discussed changes/amendments to definitions, special use regulations for neighborhood, commercial and small commercial farm stands and backyard chickens. Board made changes to this section of the proposed Agricultural Uses bylaw.

- Board with discuss at the next meeting how to communicate the proposed bylaw to the public.

- Goal is take this bylaw to May Town Meeting 2021.

- JC will send updated copy of the bylaw with the changes discussed during meeting.

**6. Institutional Uses bylaw – Review revisions to proposed amendments to Education and Religious Uses bylaw, now being proposed to be part of a more encompassing Institutional Uses Bylaw.**

- KMV updated the PB on her suggestions/changes to the Institutional Uses Bylaw.

- Board reviewed and discussed KMV notes document *“for kmv Institutional research rationale 2.docx”*

- PK will go through KMV suggestions and make amends to the proposed bylaw and will come back to the Planning Board at the next meeting to discuss changes.

**7. Update on Committee and Board assignments**

- LF attended the BRPC meeting and updated the PB about feedback on a couple state government issues including transportation and climate initiatives and the east/west rail draft report.

- KMV updated the PB on the Affordable Housing Trust (AHT). The AHT closed on the first house, 8 Hynes Street. Today is the last day to receive responses on the RFP that was submitted to find an organization to run the “fair housing aspect” of selling the property to an income eligible family. Phase 1 application is out to the CPC and the AHT has moved to Phase 2.

- TD updated the PB that there were nine CPC applications that were submitted for Phase 1. Seven applications were moved to Phase 2.

**6. Discuss/Agree on update to Select Board**

- Board discussed next meeting agenda items and what updates to provide to the Select Board.

**Board decided their next meeting will be the first regularly scheduled meeting in January 2021.**

**LF moved to close the meeting at 8:04. TD second. All in favor 5-0.**