

Town of Lenox
Planning Board
Lenox Town Hall
March 26, 2019

Members present: Chair Pam Kueber (PK); Kate McNulty-Vaughan (KMV); Kameron Spaulding (KS); Tom Delasco (TD)

Absent with Notice: Deborah Rimmmler (DR)

Others present: Jim Biancolo (JB), Mark Smith (MS), Ariel Smith (AS), Clarence Fanto of the Berkshire Eagle

Staff present: Jes Cote, Land Use Assistant (JC)

List of documents provided for this meeting:

- March 12, 2019 minutes for approval
- Sign Bylaw proposed format by PK
- Proposed Sign Bylaw 3-22-2019
- Summary of changes of sign bylaw to date
- Proposed illustrations of signs
- Citizens' Petition to Prohibit Recreational Marijuana
- Citizens' Petition for General Bylaw to Regulate Short-Term Rentals
- Citizens' Petition for Zoning Bylaw to Regulate Short-Term Rentals

PK opened the meeting at 6:00pm. The meeting was recorded by the Planning Board and by Mr. Fanto of the Berkshire Eagle.

1. Continue discussion of proposed changes to sign bylaw (1 hour)

- MS and JB reviewed changes to the sign bylaw in the document named "Proposed Sign Bylaw 3-22-2019"
- MS noted that the sequence of current bylaws is not set in stone and will change as the board moves through the edits.
- MS & AS created an illustrations document for the PB and reviewed them with the members as they relate to each section of the proposed new sign bylaw.
- PK suggested and showed a proposed draft putting all the signs allowed in each district on to one page so that a user could reference one sheet and understand what they can and cannot do in regards to signage. Alternatively, the Board could use this format as an analytical tool as it works to streamline signs issues by district.
- MS noted that while walking around the village he noticed that merchants will hang signs from other signs and made the changes to the bylaw for permit not required, acknowledging that some of the proposals made in the new bylaw are proposed based on what businesses truly seem to find beneficial.
- 1.1.1 table will change "mass highway" to Mass DOT
- PK wants to review 1.1.2.3 in regards to signs, plaques and tables
- Section 1.1.3.3 is new to the bylaw

- Section 1.1.4 was pulled into its own section within the bylaw
- TD suggests that within 1.1.5.2 design requirements; section 2 should be broken out into three other sections. MS made note to make changes to document.
- **ACTION ITEMS**
 - In time available, review of item-by-item questions was not completed. Board will continue review at next meeting where this project can be scheduled.
 - MS & AS adding language to clarify what temporary sign means.
 - Planning Board to review the illustration document before the next PB meeting.

2. Take action on two Citizen Petitions related to zoning, as required. Petitions propose zoning bylaws for (1) Prohibition-Adult Use Marijuana Establishments and (2) Short-Term Rentals.

a. Review Planning Board process/role re Citizen Petitions [Chapter 40A Section 5]

b. Get status update on the two proposals and if so advised, set date(s) for public hearing(s) and discuss any other next steps.

- PK reviewed key elements of Planning Board requirements on Citizen Petitions under state statute. These include holding a public hearing to receive citizen comment and following with a written report from Board to a Town Meeting.
- Planning Board set Public Hearing date for April 23rd at 6:00pm
- TD motions to approve notice of public hearing presented by Land Use Director. KS seconds. Motion passed unanimously (4-0).
- **ACTION ITEM**
 - PK to confirm that town counsel will review citizen petitions before Planning Board public hearing.
 - PK to confirm printing deadlines to get PB comments into Town Warrant at ATM.

3. Approve minutes for March 12, 2019

- KS motions to approve minutes with amendments from PK. TD seconds. Motion passed unanimously (4-0).

4. Committee/Board updates – Insufficient meeting time to address the following items.

- a. Affordable Housing**
- b. CPC**
- c. Land Management**
- d. Historic District Commission**
- e. BRPC**
- f. Master Plan update**

5. Discuss agenda for next meeting, April 9, 2019

- Discuss both bylaws in anticipation for questions at the public hearing
- Begin to prepare for written reports with recommendations
- Review PB bylaw for Marijuana to ensure all changes were incorporated

Meeting closed @ 7: 40pm KS motioned and PK seconded. Passed unanimously 4-0.