

Town of Lenox
Planning Board
Lenox Town Hall
September 24, 2019

Members present: Chair Pam Kueber (PK); Kate McNulty-Vaughan (KMV); Jim Harwood (JH)

Absent with Notification: Tom Delasco (TD)

Absent without Notification: Kameron Spaulding (KS)

Others present: Clarence Fanto, Berkshire Eagle

List of documents provided for this meeting:

- September 24, 2019 Agenda
- September 10, 2019 minutes for approval
- STR draft bylaw
- Timeline to STM
- PK edits to Land Use draft of Master Plan

PK opened the meeting at 6:03pm. The meeting was recorded by the Planning Board and Clarence Fanto.

1. Approve minutes for September 10, 2019

- KMV moves to approve July 30, 2019 meeting minutes with edits. JH seconds. Passed (3-0).

2. Finalize plans for Public Hearing on Short-Term Rentals on Oct. 10; review deadline dates for materials to Town Meeting

- PK noted that the board discussed an agenda item via email as the original STR public hearing was October 8th that would not work due to Yom Kippur. Board agreed to hold the STR meeting on October 10th at 6pm.
- Public notice for the public hearing was published in the Berkshire Eagle on September 23rd and was posted in Town Hall.
- Meeting of the planning board will also be posted for after the STR public hearing.
- PK is waiting to hear how quickly that the bylaw needs to be completed and submitted.
- JH stated that during the public hearing that the public will either love the bylaw or will not. And he suggests that if there are minor changes that the Planning Board should make those directly after the meeting.
- PK let the board know that town counsel put in changes to the bylaw and that they will be brought to the public hearing on October 10th to discuss.
- The Board decided that there will not be a regularly planned Planning Board meeting on October 8th.
- PK let the board know that there will be handouts at the October 10th public hearing.
- KMV believes a power point slide of the bylaw up on the screen will be beneficial for the public.

- PK discussed with the board what to hand out or provide during the Special Town Meeting.
- Susan Foulds ask about the communication of the October 10th meeting.
- Beth Tracy Gamble believes there should be something on the Town Facebook page about the meeting and that Kerry Sullivan the Town Clerk should send out an e-notification to those members of the public that are signed up to receive notifications. Beth Tracy Gamble also suggested a mailing a postcard to the public about the Public Hearing on October 10th.
- The board also discussed putting up signs. JH stated he would get three signs made to put up around town letting the public know when the STR hearing is taking place.
- PK stated that there needs to be a nice landing page within the Planning Board page of the website with all pertinent information in regards to STRs.
- PK will work on the postcard.

3. Discuss Land Use chapter for Master Plan – issues, focus areas, data

- PK shared with the board her updates to the Land Use section of the Master Plan.
- JH asked if the format of the Master Plan is important to help with grants because PK has made major changes to the format of the Master Plan. PK explained that there is no specific way to write a master plan.
- JH likes that the Land Use section has a specific goal and how to get to that goal.
- JH believes there are things that can be incorporate into the zoning code to help accommodate new families in the town when they come.
- PK stated that the same goal is in different sections and the different chapters and those members of the Master Plan Steering Committee are working together.
- PK explained that the Planning Board is the core assessment team for the Land Use chapter of the Master Plan and that this chapter is a discussion document that will go in front of citizens of the town for feedback.
- The Board continued discussion of the different chapters of the Master Plan and how the goals need to be beyond the Land Use section and the key role of the PB is to look at the needs of the town and determine the future needs of the land which is in the Master Plan.
- The board discussed one specific example of bringing new families to town and a way Land Use can help with that would be updating zoning for the wireless overlay district. JH asked how that would help and stated “you can change the zoning but then what happens?” If the zoning changes, other groups within town need to be on board as well to make change.
- PK stated that the Master Plan committee has heard from residents the following three things: 1. Don’t mess up what we have. 2. Bring new families. 3. Market what we have.
- PK asked how the Board would like to proceed with the Land Use section of the Master Plan. The Board is going to work diligently on the Land Use section after the STM.
- PK stated that the Master Plan is the Planning Board’s Master Plan. It is commissioned and created by the Planning Board. They are the only ones that vote on the document.

4. Update on other Board, Committee involvements:

a) **BRPC** – JH went to the last meeting and was impressed that they spoke at length about how to get grants.

b) **Affordable Housing** – KMV stated that there is hope that there will be some priorities in what direction to go in with Affordable Housing.

c) **Permanent Building Committee** – KMV has been attending these meetings of the Permanent Building committee. KMV stated that the Town is going to wait to move forward with consultant until the Affordable Housing Committee/ Trust makes a decision if they are going to be moving forward with the Sawmill property.

Meeting closed @ 7:46pm JH motioned and KMV seconded. Passed unanimously 3-0.