



Town of Westminster

MASSACHUSETTS 01473
FROM THE OFFICE OF THE
PLANNING BOARD

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Jon Wyman, chairman

Marie N. Auger, vice chairman

Michael Fortin

Andrew Rice

Linda Wiest

MINUTES OF REGULAR MEETING

November 03, 2016

Room 222, Town Hall

Attendees: Jon Wyman, Marie Auger, Mike Fortin, Town Planner Stephen Wallace.

Absent: Andrew Rice, Linda Wiest.

Additional Attendees: Building Commissioner Paul Blanchard.

4:00 p.m. - *Planning Board Work Session: Residential zoning changes.*

Jon opened the Planning Board meeting and informed those present the meeting was being audio recorded.

Stephen started the session off with the laundry list:

Accessory Structures in Residential Zoning Districts: Under 120 square feet will be allowed within 5 feet of property lines. Over 120 square feet will be required to meet the zoning district setback standards in the Land Space Requirements Table 205 Attachment 2.

Regulating Lot Dimensions: Stephen told the Board that at the October 24th meeting, the Board agreed to the following general ideas: 1) There is no need to require the front yard width requirement to extend to "a building". 2) There should be a building envelope requirement. (a circle of "x" diameter must fit within the lot lines. 3) The narrowest portion of a lot should be 54 feet or greater.

The Board reviewed the new draft language for lot requirements. There was discussion about the building envelope radius being set at a 50 foot radius.

Once past the front yard setback, there really is no need for the Board to concern itself with lot shape as long as there is enough land to accommodate a house, well and septic system.

There was discussion that an ANR (Approval Not Required) plan requires the PB to endorse the plan if there is enough frontage. The Board must approve the plan even if it will not qualify as a building lot according to the strict definition of front yard depth. The only need for a setback requirement is to keep the house back a set amount from the road.

Footnote #2 will be eliminated. 2) Not less than the frontage requirements shall be maintained throughout the front yard depth, except as provided for in Note 1 above.

Setback lines for newly created lots will be added to the requirements of information to be included on ANR and subdivision lot plans.

Table of Uses: Apartments and Townhouses will be allowed by right in all residential districts. Paul Blanchard advised concern about requiring parking spaces for larger apartment complexes. Two per unit will probably not be enough. The Board agreed to amend 205.32 Parking - Number of Spaces Required. Townhouses will be added and the number required will be based on trip generation

statistics. Stephen will investigate. There was discussion about Townhouses being allowed by right in the Village District.

Jon asked about Air B&B. Paul noted they are trying to regulate Air B&Bs in the Berkshires without much success.

Stephen has cleaned up the language in the table items A-12 temporary use of campers or trailers and A-13 mobile homes, campers, utility trailers etc. by pulling out the descriptions in the temporary categories and incorporating it into a new section of the bylaw and has added Temporary to each category.

There was brief discussion about Tiny Homes.

Home Occupations: Item C-6 restricting parking in the front yard was eliminated. There was much discussion about parking in the road, parking on a hard surface, delivery trucks, growing businesses. The wording and parking will be included in section C-7:

7) Traffic **and parking** generated by the home occupation shall not be more disruptive to the neighborhood than traffic **and parking** normally resulting from residential development considering volume, type, hours and other traffic characteristics.

Accessory Dwelling Units: Item D requiring inspections will be eliminated on Paul's recommendation. He does not think the Building Department will be able to add this to their workload without requiring more help.

Stephen told the Board he will begin work on the year three work program. Design Guideline Standards for Commercial Development and Wayfair Signage for the EDC. Stephen hopes to get a grant to help pay for signage. Mike asked Stephen to touch bases with AgCom to make sure the farmers market gets included in the signage.

5:05 p.m. Adjourn.

Marie made a motion to adjourn. Mike seconded. The PB voted AIF to adjourn.

2 Pages of Minutes
Respectfully submitted,
Michael Fortin

5 Attachments:

- 1) *Accessory Dwelling Unit - Revisions Draft #3.pdf* dated October 25, 2016. 3 pages.
- 2) *2016 Laundry List of Residential Zoning Changes - Draft 3.pdf* dated October 25, 2016) 3 pages.
- 3) *Home Occupations - Draft #3.pdf* dated October 25, 2016 2 pages.
- 4) *2016 Table of Uses - Residential Draft #3.pdf* dated October 25, 2016. 3 pages.
- 5) *2016 amendment - adult uses.pdf* not dated. 2 pages.