



# TOWN OF WARE

## Planning & Community Development

126 Main Street, Ware, Massachusetts 01082

t. 413.967.9648 ext. 120

### Planning Board

Meeting Minutes from

**Thursday, July 21, 2022**

Board of Selectmen's Meeting Room, Town Hall

#### **Planning Board Members in Attendance:**

Rick Starodoj, Chairman  
Ed Murphy, Vice-Chairman (remote)  
Nancy Talbot, Clerk  
Kenneth Crosby

#### **Historical Commission in Attendance:**

Elizabeth Hancock, Alternate  
Lynn Caulfield Lak (Chair)  
Wanda Mysona (Vice-Chair)  
Alice Atkinson-Bonasio  
Claudia Kadra  
Elena Palladino

#### **Staff Members in Attendance:**

Rob Watchilla, PCD Dept. Director

#### **Members of the Public in Attendance:**

Joshua Kusnierz (remote)  
Geoff McAlmond (remote)

---

### **PLEDGE OF ALLEGIANCE**

Chairman R. Starodoj called the meeting to order at 7:00pm and led the Pledge of Allegiance.

### **MOMENT OF SILENCE**

R. Starodoj held a moment of silence for long-time Planning Board member, Joseph Knight, who recently passed away. Joseph Knight brought a great deal of knowledge and experience to the Board and will be deeply missed.

### **ADMINISTRATIVE**

#### **Vacancy on Planning Board**

R. Starodoj stated, with the recent passing of Mr. Knight, there is now a vacancy on the Board that must be filled.

N. Talbot read a letter she drafted to send to the Board of Selectmen regarding the vacancy.

R. Starodoj stated E. Murphy was attending the meeting remotely and K. Crosby was absent.

### **Approval of Minutes**

**Motion** made by N. Talbot to table approval of the minutes from Thursday, July 7<sup>th</sup>, 2022. Seconded by E. Murphy. There was no additional discussion.

R. Starodoj	Aye
E. Murphy	Aye
N. Talbot	Aye
K. Crosby	Absent

**All in favor. Approved 3/0/1.**

K. Crosby joined the meeting at 7:05pm.

### **PUBLIC HEARINGS**

#### **Permit Fee Schedule Hearing (continued discussion)**

R. Watchilla presented proposed changes to the current special permit fee schedule. The proposed changes would include the addition of Special Permit – Level 1A which would include breeding of dogs or cats (4+); livestock, poultry; home business; customary home occupation; home based contractors. R. Watchilla also presented pricing changes for Special Permit Levels- 1, 1A, and 2 with the addition of an abutter's fee.

R. Starodoj suggested the abutter fee be changed from \$.67 to \$1.00 per abutter

R. Watchilla and the planning board discussed which party should be responsible for paying the advertising costs of Special Permit in the newspaper and that the applicants should be made aware of extra costs involved.

**Motion** made by K. Crosby to approve the Special Permit Fee Schedule with the changes of \$.67 to \$1.00 per abutter, pricing adjustment for levels 1, 1A, and 2 and addition of Level 1A. Seconded by .N. Talbot

R. Starodoj	Aye
E. Murphy	Aye
N. Talbot	Aye
K. Crosby	Aye

**All in favor. Approved 4/0/0.**

## SCHEDULED APPEARANCES

### Joint Meeting with the Historical Commission

The Historic Commission presented concerns pertaining to the placement and design of scenic road signage

Claudia Kadra requested that battery storage facilities be added to the scenic bylaw document in the section where Solar is mentioned

The Historic Commission discussed concerns of the scenic road bylaw in regards as to how it would affect the clearing of brush and routing tree maintenance, and the abilities of the Board of Selectmen have to remove trees without a public hearing.

J. Kusnierz confirmed that scenic bylaws are not to interfere with any type of routine maintenance.

R. Starodoj asked if the allowable size of trees that can be cut should be expanded from 1.5" to 6" and over.

The Historic Commission asked if the widening of roads/highways had been accounted for when it comes to the costs of relocating and reassembling stone walls and suggested there be added public hearings for that.

The Historic Commission asked what the requirements are for announcing the removal of a tree. J. Kusnierz responded and listed his requirements for notifying the public prior to tree removal whether it was living or dead.

The Historic Commission and G. McAlmond discussed what steps he takes to determine tree removal and how he minimizes the impacts of a project.

R. Watchilla presented a list of roads compiled by the Historic Commission for consideration of scenic road status. R. Starodoj suggested limiting the list and that the demarcation points of the road should be noted and review feedback from the public hearing.

R. Watchilla suggested continuing the discussion on 08/18/2022

**Motion** made by E. Murphy to continue discussion August 18, 2022. Seconded by N. Talbot.

R. Starodoj	Aye
E. Murphy	Aye
N. Talbot	Aye
K. Crosby	Aye

**All in favor. Approved 4/0/0.**



## **NEW BUSINESS**

### **Review of Newly Proposed Subdivision Regulations**

R. Watchilla and the Planning board reviewed pages 11, 12, and 13 of the Subdivision Regulations document.

R. Starodoj inquired if the information contained in section 1.1 would comply with accessory apartments which R. Watchilla confirmed would.

R. Starodoj and the Planning Board inquired if there was any verbiage in the document stating the site plan would be null and void if not recorded with the registry of deeds within a certain period of time. The planning board discussed what period of time would be appropriate. K. Crosby suggested 90 days to which R. Starodoj and N. Talbot agreed.

Upon reviewing section D, K. Crosby inquired about the denial of plans are worded. The Planning Board discussed whether or not the denied applicant could fix the issues and be approved or if they would need to completely reapply.

## **TOWN PLANNER UPDATE**

### **USDA Rural Energy Pilot Program**

R. Watchilla shared that The Town of Ware has jointly applied for a grant through the USDA rural energy pilot program "Putting Solar Energy to work for the local rural economy", citing the objectives of the program and the benefits to the residents of Ware.

### **Planning Assistance Grant**

The Pioneer Valley Planning Commission's grant application was approved and will fund research and development for the zoning language relating to battery storage. Meetings are tentatively set to start in late August or September 2022

### **Main Street LED Sign**

R. Watchilla spoke of continuing work being done regarding the sign and that they are waiting for pricing quotes and renderings . N. Talbot inquired about the placement of the sign and R. Watchilla confirmed the location of the sign. The sign would be placed in the empty lot next to Veterans' Park on Main St.

**West Street Corridor Study**

R. Watchilla stated that he is awaiting one memo which should arrive by end of day July 22, 2022 and copies would be made available to the Planning Board

**Planning & Community Development Department Administrative Assistant Position**

References are currently being checked and a candidate should be announced at the next meeting

**ADJOURN**

**Motion** made by N. Talbot to adjourn the meeting at 8:35pm. Seconded by K. Crosby. No additional discussion.

R. Starodoj	Aye
E. Murphy	Aye
N. Talbot	Aye
K. Crosby	Aye

**All in favor. Approved 4/0/0.**

**NEXT PLANNING BOARD MEETING DATE:**

**Thursday, August 4<sup>th</sup>, at 7:00pm.**

Minutes from Thursday, July 21<sup>st</sup>, 2022.

Respectfully submitted by,

Kristen Jacobsen  
Administrative Assistant  
Planning & Community Development

Minutes Approved on:	<u>8/18/22</u>
Starodoj	<u>RAS</u>
Murphy	<u>[Signature]</u>
Talbot	<u>[Signature]</u>
Crosby	<u>[Signature]</u>