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**Buckland Planning Board  
Meeting Minutes  
June 9 2021 6:00 p.m.  
Meeting Via Zoom**

**Agenda**

- I. Open meeting.
- II. 6:00 p.m. appointment (consultation): Phil Bilitz, 63 State Street and land across the street.
- III. Planning and discussion of upcoming public hearing on housing related zoning changes.
- IV. Discussion of Boards' Clerk role and participation for Planning Board.
- V. If necessary, discuss responding to Barbara Gonzalez inquiry re: questions on Buckland's Marijuana bylaw.
- VI. Brief recap from those who attended short term rental workshop on June 3.
- VII. Review and approve minutes from previous meeting.
- VIII. Public Comment.
- IX. Other topics unanticipated by Chairs 48 hours prior to meeting.
- X. Adjourn the meeting.

**Attendees**

John Gould - Planning Board Co-chair  
Michael Hoberman - Planning Board Co-chair  
Andrea Donlon - Planning Board Member  
Brian Rose- Planning Board Member  
Jon Wyman - Planning Board Member  
~~Heather Butler - Buckland Town Administrator.~~  
Alyssa Larose - Senior Land Use and Natural Resources Planner, FRCOG  
Mary Bolduc - Boards' Clerk  
Phil Bilitz- Resident, 63 State Street

**Meeting**

- I. Open meeting. - Meeting was opened by John Gould at 6:03 p.m.
- II. 6:00 p.m. appointment (consultation): Phil Bilitz, 63 State Street and land across the street -
  - A. Mr. Bilitz explained that he bought his property at 63-65 State Street in December of 2020 and is interested in creating river access on the river frontage portion.
  - B. He would like to offer kayak, canoe, and paddle board rentals to make enjoying river activities available to the public; he needs to know what is and is not possible to pursue.
  - C. It was determined that equipment rentals are covered in the business section of the bylaws.

- D. His river front property lies in two zoning districts, Village Commercial and Village Residential. Board discussion followed regarding ramifications of the split zoning.
- E. Board discussion included the possible location of stairs to access river, storage possibilities for water sports equipment (kayaks, etc.), and what involvement the Planning Board would have in this venture. Andrea pointed out that the Planning Board is also involved in the Open Space and Recreation plan which addresses river access.
- F. Next steps are to speak with Conservation Commission and building inspector. A preliminary conversation with Conservation Commission did not indicate any road blocks to project.
- G. Mr. Bilitz will proceed to investigate.
- III. Planning and discussion of upcoming public hearing of housing related zoning changes -
  - A. Alyssa had forwarded members a revised draft of the Village Open Space Residential Development bylaw for review and discussion at this meeting.
  - B. Board members and Alyssa addressed each section of the revision, discussing as they progressed through the draft. Areas of discussion included:
    - 1. Application procedures.
    - 2. Minimum standards
    - 3. Dimensional and density requirements, and density bonuses.
    - 4. Site design process.
    - 5. Affordable housing.
    - 6. Open space requirements, and open space ownership options.
    - 7. Design guidelines.
    - 8. Village cottage development.
  - C. Recognizing the length of time that this project has been on the Board's agenda, discussion next focused on finalizing the bylaw, organizing presentation, and scheduling a public hearing. Noting that the previous presentation format worked well, Board members agreed that it would be appropriate for forthcoming hearing. Alyssa stated that she would update the last presentation to include details now in place.
  - D. After further discussion of public hearing, Board members compared schedules to determine next Planning Board meeting and potential hearing date. Next meeting will be August 4, with a tentative hearing date of August 26.
- IV. Discussion of Boards' Clerk role and participation for Planning Board - This agenda item not addressed.
- V. If necessary, discuss responding to Barbara Gonzalez inquiry re: questions on Buckland's marijuana bylaw - Two questions must be directed to Select Board; others are still being researched to provide response.
- VI. Brief recap from those who attended short term rental workshop on June 3 -
  - A. John Gould, Jon Wyman and Andrea Donlon all attended the workshop; Andrea reported that it was overall a good presentation, and stated she has link to program/information should anyone want it.
  - B. Board discussion followed including:

1. The possible need to address some questions on short term rentals (STR) before moving forward with making housing more dense.
  2. Not all STRs register as required by the town.
  3. It would perhaps be wise to add to an upcoming agenda to show Planning Board is looking at STR issue.
  4. Reminder that solar bylaws need updating before Board assumes more projects.
- VII.** Review and approve minutes from previous meeting - John Gould moved to approve the May 19, 2021 minutes, seconded by Brian Rose. Vote: Rose, yes; Wyman, yes; Donlon, yes; Gould, yes. Michael Hoberman had signed off the meeting earlier and was not available to vote.
- VIII.** Public Comment - No public comment.
- IX.** Other topics unanticipated by Chairs 48 hours prior to meeting -
- A.** Andrea stated that Buckland has hit the two year mark from voting on the marijuana bylaw. It is now time to revisit.
  - B.** Jon Wyman will represent Board at FRCOG. Andrea suggested that it might be helpful for him to report to FRCOG any items of interest or issues Planning Board is addressing.
  - C.** What impact on Planning Board issues does the Buckland and Shelburne economic recovery program have?
  - D.** John Gould read some forthcoming marijuana issues to be addressed.
  - E.** Flood plain bylaw discussed. Andrea reported on FRCOG activity focused on flood plains, and the benefits to towns that map river impact zones.
  - F.** John Gould to forward an email to Board members from Mass DOT.
  - G.** Andrea reminded members of town website posting of open slots for board and committee positions
- X.** Adjourn the meeting - With no further business, Andrea moved to adjourn, seconded by John Gould. Vote: Donlon, yes; Wyman, yes; Rose, yes; Gould, yes. Michael Hoberman had signed off the meeting at 7:30 so was not present to vote. Meeting adjourned at 8:08 p.m.

Respectfully Submitted by Mary Bolduc, Boards' Clerk, July 14, 2021