**Planning Board**

**January 17, 2017**

Approved April 4, 2017

**Members Present:** Bruce Healey, Chair; Ron Williams, Bill Weiler, Deane Geddes, Members; Russell Smith, Ex-officio Member; Ken McWilliams, Advisor.

Mr. Healey called the meeting to order at 7:04 p.m.

**ADMINISTRATIVE BUSINESS**

**Letter from The Fells**

Mr. Healey shared with the Board a letter from The Fells received on December 22, 2016 regarding the restoration of the so-called Honeymoon Cottage at The Fells. The letter thanked the Board and issued an invitation to visit the Cottage in the spring.

**Site Plan Preliminary Review Phase**

The Board discussed presenting a warrant article at Town Meeting regarding the addition to PB Site Plan regulations of a Preliminary Review Phase at the Board’s discretion. Discussion followed. Mr. Healey noted that redrafted documents will be reviewed at the next meeting for Board discussion. Mr. Smith suggested that the draft be reviewed by the Selectboard as well. Mr. Healey agreed.

**Board Member Openings**

Mr. Healey noted that Mr. Geddes has agreed to run for the open 1-year term, and Mr. Williams has agreed to run for the open 3-year term. Filing date for registering if January 25 – February 3, 2017. Mr. Smith noted that he is talking with a neighbor who expressed interest in joining the Planning Board as a 3-year member.

**Meeting Date Changes**

Mr. Healey noted that the March 2017 meeting will take place on April 4, 2017 and that the February meeting has been rescheduled to February 16, 2017. Notification of the changes will be posted on the town website and a notice will be placed in the *Intertown Record*.

**2017 Zoning Ordinance Amendments**

Mr. Healey made a number of suggestions regarding possible zoning ordinance amendments that are needed, such as replacing the term “cluster development” with “conservation development”. Also, he noted several additional areas for discussion that include abutter issues. Discussion topics for the PB Site Plan Review regulations include adding a “preliminary review” phase. A working plan for discussion will be forthcoming.

**Newbury Historical Society**

Mr. Geddes updated the Board on the activities of the Historical Society and asked about whether and/or how historical articles will be included in the Master Plan Update. He also asked how the historical information will be hyperlinked for ease of access. Discussion followed.

**Site Plan Review for The Fells**

Mr. Healey informed the Board that The Fells received a Special Exception from the Zoning Board of Adjustment on January 9, 2017 for an institutional use in a residential district. Per 5.4 of the Site Plan Review regulations, a full Site Plan Review is now required. There was discussion about whether the required Site Plan Review could be heard the same time as the review of The Fells’ parking lot expansion application. It was decided to table the item until the minutes from the ZBA January 9 meeting are available for review.

Mr. Smith made a motion to adjourn. Mr. Geddes seconded the motion. All in favor.

Meeting adjourned at 7:43 p.m.

Respectfully submitted,

Meg Whittemore

Recording Secretary