

## **Town of Sharon Planning Board**

**Minutes of 10/7/21**

**Meeting held via ZOOM**

### **Planning Board Members**

David Blaszkowsky, Chair	Pasqualino Pannone Secretary
Rob Maidman, Vice Chair	Peter O'Cain, Town Engineer
Kai Yu	
Shannon McLaughlin	

### **Other Attendees:**

Maria De La Fuente, Liz Ellis, Chris Carlo – graphic designer

### **Meeting Initiation**

David Blaszkowsky called the meeting to order at 7:09 PM

### **Meeting Minutes**

Mr. Pannone moved to accept the minutes of 9/21/21 and Ms. McLaughlin seconded the motion. The Board voted 4-0-1(Yu) in favor of approval.

### **Sign request Red Oak Yoga**

Mr. O'Cain presented that the sign was 24 square feet. 30 square feet maximum is allowed in Business A. It is a black and white sign. No lights added at this time. The size of the sign and color of the sign are within requirements. Lettering is PVC material. Background is aluminum. 3/8 thick logo.

Mr. Maidman asked how the sign will be hung and Mr. Carlo said they use counter sink which screw flush into clapboard.

Mr. Maidman moved to accept the sign proposal for Red Oak Yoga located on Billings Street, as presented. Ms. McLaughlin seconded the motion and the Board voted 5-0-0 in favor of approval.

### **Zoning Bylaws**

Ms. Ellis issued a memo to the Planning Board for their review that touched on looking at the Planning Board's role as it is currently defined by the bylaws;

- (1) What are its existing strengths and weaknesses?
- 2) What responsibilities are planning boards statutorily permitted to have?
- 3) What responsibilities are for the zoning board of appeals only?

4) What is a permit granting authority versus a special permit granting authority?

5) What are other similarly-sized Massachusetts towns doing (based on available online information)?

The Board agreed to hold a substantive discussion at the next meeting after having time to read Ms. Ellis' email. Liz did highlight and introduce particular issues to the Board. She said there is a lot in the bylaws that can use modernization and updates. Mark Bobrowski's process should continue. She explained there are passive bylaws that require other boards to take initiative or ask the Planning Board to take initiatives. If we want to take a more proactive approach then make sure bylaws are clear and action taking is not passive. She also discussed special permit versus permit granting authority. In the documents sent to the Board, she stated that Hopkinton designates special permit granting authority as the Planning Board. In Acton they breakdown by right where you go for special permits. Acton reminds Ms. Ellis the most of what Sharon could be. A brief discussion ensued regarding what Acton and Hopkinton do. There is not much interaction between the ZBA and PB as bylaws are clear where to go for particular actions and roles.

Mr. Pannone said people should know where to go to clearly define roles.

Ms. Ellis said it is low cost to write up on the website. Provide information up front.

Ms. Ellis will look into special permits more to report to board and distinguish between special permits and variances.

All PB Members should send Ms. Ellis questions on her write-up.

### **Other**

Mr. O'Cain said in the spring we have a FEMA article that needs to be brought to Town Meeting. FEMA mandated changes regarding maps and map numbers. Mr. O'Cain said he is working on it. It is a required bylaw change. All communities with map changes need to do this. The Planning Board will initiate this article.

Mr. O'Cain said Birch Hill filed a flexible development plan with the ZBA. They will have to come to the Planning Board as well.

Mr. O'Cain said the Sharon Gallery is hoping to begin. They are starting work on the sewer line which is big step. Mr. O'Cain will get expected dates and provide to the Board.

### **Future Agenda Topics**

Review of Post Office Square Design Guidelines

Role of Planning Board in site plan review

Role of Planning Board versus the Zoning Board

Zoning Bylaw 4391

**Future Scheduled Meetings**

10/21 (Tree hearing), 11/10 (Wednesday), 12/1 (Wednesday), 12/16

**Adjournment**

Mr. Maidman moved to adjourn the meeting and Ms. McLaughlin seconded the motion. The Board voted 5-0-0 to adjourn at 8:30 PM