

## **WEST TISBURY PLANNING BOARD MINUTES September 12, 2016, 5:30 PM**

**PRESENT:** Ginny Jones, Leah Smith, Bea Phear, Susan Silva, Matthew Merry, Henry Geller.

**ALSO PRESENT:** Berta Geller, Jane Rossi

Ginny opened the meeting at 5:30.

### **MINUTES:**

●Bea moved and Leah seconded the motion to approve the minutes of the August 22, 2016 meeting as amended. The vote was unanimous.

### **DISCUSSION:**

#### **●Berta Geller in to discuss Complete Streets:**

Berta Geller explained to the board that she is a town citizen as well as a member of the Bicycle and Pedestrian Advisory Committee. She said that Mass DOT has conducted workshops which she, Jane Rossi, and Richie Olsen have attended. She explained that it is a national movement to make our roads safe. The Mass DOT has created a fund to encourage safe/complete streets. Berta explained that the process begins with a letter of intent that has to be signed off by the Chairman of the Board of Selectmen, which has already happened. The next step is to get a policy drafted and approved. Berta said she has worked with Bill Venio and Priscilla LeClerc of the MVC, and they have drafted a copy which the planning board is in the process of reviewing. If the policy scores a grade of 80% or higher by Mass DOT, the town can apply for funding of up to \$50,000.00 to hire a consultant. At that point a committee and the consultant would put together a plan to improve a particular road for example, and the plan would be submitted to the state so that the town can apply for funding of up to \$400,000.00 for construction. The planning and design would be under the guidelines of Complete Streets along the state roads.

Ginny pointed out that the All Island Planning Board meeting will be held in 2 weeks and it might be a good idea to have handouts available. Henry cautioned against making this an island-wide project, stating that if it were to become island-wide, it may not get done. Granted, it could be mentioned at the meeting since other towns have attended the workshops. Ginny said it would be good to encourage bike path use and bike lanes. Berta said they are trying to encourage multi-use paths, and she would like to help in making that happen.

It was mentioned that there are some other community members that have expressed an interest in making the roads safer for bike travel. Kate Warner has appeared before the Selectmen and has expressed her desire to make the roads safer, as well as a few others.

Board members reviewed the draft policy and pointed out some typographical errors. Berta said she would correct the draft and send it to Jane.

*Bea moved to request that the Selectmen approve the policy and that the planning board will work in tandem with the Selectmen on the policy process. Leah seconded the motion and the vote was unanimous.*

#### **●Review of the Board Administrator:**

Ginny agreed to draft Jane Rossi's review documents and grade and step increase forms.

● **Warrant Article Zoning Bylaw Revisions/Definitions:**

The board discussed the proposed bylaw changes to be placed on the Warrant for the special town meeting in November:

**New Definitions:**

**Caregiver:** Caregiver is an adult who resides on site for the purpose of caring for an elderly, chronically sick or disabled person.

**Electric Generators:** A device that converts mechanical energy to electrical energy.

**Habitable Space:** A space in a building for living, sleeping, eating and cooking.

**Non-Habitable Space:** Bathrooms, lavatories, closets, hall storage or utility spaces and similar areas are non-habitable spaces.

**Storage Containers:** An object used for, or capable of holding items for transport or storage.

**Definition Language Changes:**

*New language*

**Bedroom, Detached:** Any bedroom that is located within a structure not physically connected with the main house. Such bedroom shall not have a kitchen, or *kitchen appliances*, but may include a bathroom that may share septic facility with the main house. Detached bedrooms, with or without a bathroom, ~~shall each have a maximum~~ are limited to a maximum area of 400 square feet.

**Craft Workshop:** see “Studio.”

**Studio/Craft Workshop:** *A non-habitable structure or portion of a structure used for hobbies or a home occupation. A studio/craft workshop may have a bathroom.*

**Section Revisions:**

**Section 6.3-3C:** remove “fire hydrant”.

**Section 8.6-2C:** change: No lamp/light shall be mounted higher than the eave line of a structure *without a special permit from the Zoning Board of Appeals. All lamp/lights are required to be facing downward.*

Leah asked about the Manter’s Path proposed special way designation. Henry said it felt a bit rushed considering Susan thought the families named in the historical description of the way may be inaccurate. Bea felt it was in the board’s best interest to do their due diligence on the history and wait until the Annual Town Meeting to place the article on the Warrant.

*Leah moved to wait until the annual and Susan seconded the motion. The vote was unanimous.*

**CORRESPONDENCE:**

**IN:**

**●Letter to the Selectmen from Constance Breese RE: Lagoon Legacy LLC.**

Ginny read a letter of complaint from Constance Breese to the Board of Selectmen, that the Planning Board had been copied on. The letter expressed her dissatisfaction with the Planning Board's decision to approve Form C application to reduce the grade of a hill in the LI district for the purpose of leveling off the work area. Bea stated that the letter required no action on the part of the planning board since it had been addressed to the Selectman. The board members concurred with Bea.

**●Email from Manny and Sharon Estrella:**

Jane was asked to have the Estrellas sign and date the letter.

**●Public hearing Notice from the OB Planning Board RE: Review of an application to construct an 850 sq ft affordable single family house**

**OUT:**

**●Letter to the MVC RE: Miller's Professionals request for storage containers:**

*Bea moved and Leah seconded the motion to sign and send the letter. The vote was unanimous.*

**●Signing of a Release Form for a Planning Board Covenant placed on the property of John and Melissa Howland filed with the Dukes County Registry of Deeds on 7/9/1985 in Book 431, Page 347.**

*Leah moved and Matt seconded the motion to sign the covenant. The vote was unanimous.*

**NEW BUSINESS:**

**●Special Town Meeting:**

Bea Phear, CPC Chairman, explained that the Island Housing Trust would like to apply for some grants, one of which becomes available in January. That is why there is a need to hold a special town meeting in November. Bea stated that there is \$900,000.00 incentive for a matching grant.

Meeting Adjourned at 6:50 pm

Respectfully submitted,

Jane Rossi, Administrator

