

New Marlborough Planning Board
Wednesday, June 11, 2014

Attendees: Patricia Hardyman, Chair; Holly Morse Vice-Chair, Charlie Parton and Judy Hattendorf; absent Jamie Mullen

Meeting was called to order at 7:05 PM.

1. PB Minutes of May 21st were approved as corrected.
2. Mail: None
3. Old Business:
 - a. Accessory Apartment (see Appendix A)
 - b. Re-organization – Discussed were the role of the chair in terms of our goals of connecting to the community, surveyors, etc.
 - c. Posting of Minutes - The web-site problem has been corrected. Minutes and positions have been updated on the web-site.
 - d. Clerical Support – Holly reported that there have been no responses to the posting of the job proposal on Maggie’s List. Holly will post a notice for the PB clerical position and compensation (\$50/ meeting) at the Mill River Library, Southfield Store, Mill River General Store and in the Town Hall. Patricia reported that there has been no response from Tara relative to the BCC Work Study Student Program. Holly will contact Prudence Spaulding as Director of Senior Services to determine the interest on the part of her group of seniors in applying for the PB clerical position.
 - e. NM5VN coverage - Joe Poindexter contacted Jamie, Patricia and Holly regarding PB coverage in the 5VN. Patricia will follow up with Joe and report to him that the PB is in the initial stages of the planning process of setting goals and developing strategies for 2014/2015 with a focus on reaching out to the Community and building trust.
 - f. Reorganization – Patricia received congratulatory emails from Tara White and Michelle Shalaby with an invitation to sit down and discuss the direction the PB is taking.
4. New Business
 - a. Surveyors and Form A applications – Patricia will reach out to Jamie on how to establish herself as the contact person for Surveyors.
 - b. Goals and Strategies – All members in attendance provided input into potential 2014/2015 PB Goals and Strategies. Patricia assigned members with the task of providing a more comprehensive critique of the three potential goals and

multiple strategies that were discussed at the meeting as well as providing timelines. The potential goals identified were:

- i. Gain Community Trust and Support;
- ii. Provide a range of housing options; and
- iii. Establish best practices in zoning and land use that are consistent with the historical character of the NM villages + rural/agricultural areas.

Next PB meeting was set for July 2nd. However, if a surveyor(s) or community member with plans/items for the Board's review, the Board will meet June 25th.

The meeting was adjourned at 8:15 PM

Appendix A: Draft Accessory Apartment By-law

May 21, 2014

3.3.1.3 Accessory Apartment

A. Purpose.

1. Add moderately priced rental units to the housing stock of the Town.
2. Provide homeowner(s) with a means of obtaining rental income, accommodation for caregiver(s), companionship, security and/or services, thereby enabling him/her to stay more comfortably in their homes.
3. Protect property values and the single-family residential character of neighborhoods by ensuring that accessory apartments are permitted by right only on owner occupied premises.

B. Accessory Apartments. An accessory apartment may be permitted by right, as an accessory use where the principal use of the lot is an owner occupied single-family dwelling.

C. Accessory Apartment, shall be subject to the following conditions:

1. An accessory apartment shall only be constructed within an existing principal building or structure, an existing attached accessory building or structure, or an existing detached accessory building or structure.
2. Only one (1) accessory apartment shall be permitted on a lot.
3. The gross floor area of an accessory apartment constructed within a principal building or structure shall not exceed forty percent (40%) of the gross floor area of the principal building or structure. The gross floor area of an accessory apartment shall not be less than 300 square feet. The principal dwelling unit shall not be reduced to less than 300 square feet.
4. The owner of the lot must occupy either the accessory apartment or the principal dwelling unit.
5. The principal or accessory structure or building that will contain an accessory apartment shall not be enlarged or extended in connection with the construction or modification of an accessory apartment, except to comply with building, safety or health codes as outlined in Section 3.3.1.2.A of these By-laws.
6. All parking for the occupant(s) of an accessory apartment shall be off-street in accordance with Section 7.3.1.4 of these By-laws.

7. An accessory apartment shall meet all applicable standards of the State Building Code (780 CMR) and the State Environmental Code, Title V (310 CMR 15.00) and subsequent revisions thereof.