



Deerfield Selectboard/Planning Board

Monday September 11, 2023, 7:00 pm

8 Conway Street, South Deerfield MA 01373

Deerfield Planning Board Minutes

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Planning Board was held on September 11, 2023, at 6:30 at the Town offices, 8 Conway Street, Deerfield, MA and remotely on Zoom. Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, M.G.L. c.30A § 20. Meetings are typically broadcast on Frontier Community Access Television (FCAT). Meeting available on YouTube:

<https://www.youtube.com/watch?v=QVIMsrPHU6g>

Location: Hybrid – Zoom and Main Meeting Room, 8 Conway Street, South Deerfield MA

1. Call to Order: Mason read the introduction and called the meeting to order at 6:30 pm.

2. Board members in attendance: Denise Mason, Emily Gaylord, Kathy Sylvester (remote), Kathy Watroba (remote), Rachel Blain. Absent: Andrea Leibson

Also present: Amy Hahn, Administrative Assistant, Building Department, Peggy Sloan, FRCOG consultant.

Mason thanked former Board member Analee Wulfkuhle for her years of dedicated service to the Planning Board, both as a member and as Chair.

3. Review minutes:

Motion to accept minutes of 7/10/23, 7/17/23, 8/7/23 and 8/21/23 as written -- Blain

Second – Gaylord

Vote: Mason, aye – Gaylord, aye – Sylvester, aye – Watroba, aye – Blain, aye (5-0-0)

4. Old Business

- Chapter 179 Review Public Information Session
Mason narrated a PowerPoint presentation prepared by Peggy Sloan of FRCOG, explaining proposed changes to existing c179 bylaws. Minor edits were suggested to clarify items and fix mistakes.

Copies of the edited presentation will be posted to the town Website. A public hearing for the proposed c 179 bylaw changes is scheduled for October 2, 2023, and the version approved at the hearing will go to a vote at November Town Meeting.

Public Comment:

John Cunningham, Gromacki Ave, had several suggestions, including changes to note 6 of §§2320 Dimensional Requirements; remove “imaginary” from Article VI, Definitions, Lot Width; change “Building Inspector” to “Building Commissioner or their designee” throughout, changes to the design requirements regarding door placement for accessory apartments (§§ 3934 #5); and replace “street” with “street line or lot line” in Article VI Definitions.

Randy Izer, registered Land Surveyor attending on another matter, commented on issues regarding street lines and recommended the addition of “street line/right of way line” to the front setbacks section.

Discussion followed, ending in general agreement to add “see article VI, Definitions” to foot note 7 of §§2330 Dimensional Requirements; replace “Building Inspector” with “Building Commissioner or designee” throughout; remove the word “imaginary” from calculation of lot depth; and to change “street” to “street line/right of way line” in Article VI, front setbacks definition.

Mason expressed appreciation for the work done by Peggy Sloan.

5. New Business

- ANR South Shelburne Road Assessor’s Map 2 Lot @
Randy Izer, registered Land Surveyor representing applicant, explained that the ANR seeks to separate a single lot that crosses the Greenfield/Deerfield town line into 2 separate lots divided by the town line. The Deerfield parcel will become an unbuildable lot, but can easily be changed to a buildable lot with an ANR to remove the portion with a less than 60-degree angle. Amy Hahn, Administrative Assistant to the Building Department confirmed that Bob Walden, Building Commissioner, has reviewed the application and plan, and agreed that it meets ANR requirements.

Kathy Watroba ends remote participation to join meeting at the Municipal Offices in order to provide the fourth signature necessary to endorse the ANR map.

Motion to endorse the South Shelburne Road ANR as presented on map – Blain

Second -- Sylvester

Vote: Mason, aye – Gaylord, aye – Sylvester, aye – Blain, aye (4-0-0)

- ANR 89 Whately Road Assessor’s Map 167 Lot 8
Stanley Rotkiewicz, property owner and applicant, explained that his family would like to split off an existing rental property with the minimum allowable sized lot from the remaining ~50 acres of farmland. Amy Hahn, Administrative Assistant to the Building

Department confirmed that Bob Walden, Building Commissioner, has reviewed the application and plan, and agreed that it meets ANR requirements.

Motion to endorse 89 Whately Road ANR as presented – Rachel Second: Gaylord

Vote: Mason, aye – Gaylord, aye – Sylvester, aye – Blain, aye (4-0-0)

7. Other business not reasonably anticipated 48 hours prior to the posting of the meeting

- No Other Business

9. Reports (committees, seminars, etc.)

- Gaylord announced that Local cultural council grants are open Mass cultural council website.
- Mason announced the September 14th, 6 pm, second public meeting of the Deerfield Municipal Campus Visioning Group, in person, only at the Town Offices

10. Review Mail

- Abutting town hearing notices & decisions

11. Next Meetings: October 2, 2023

12. Adjourn

Motion to adjourn – Blain Second -- Gaylord

Vote: Mason, aye – Gaylord, aye – Sylvester, aye – Blain, aye (4-0-0)

Adjourned at 7:38 pm

Respectfully Submitted,

Amy Hahn, Planning Board Administrative Assistant

Documents List:

- Drafts of Ch 179 bylaw changes
- Proposed Zoning map.