



**Town of West Newbury  
Planning Board  
Tuesday March 7<sup>th</sup>, 2023  
381 Main Street, Town Office Building  
[www.wnewbury.org](http://www.wnewbury.org)  
**Minutes of Meeting****

**Open Session:** 7:00 PM by remote participation (see below)

**Addendum to Meeting Notice regarding Remote Participation:**

Pursuant to Chapter 20 Of the Acts of 2021, “An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency”, Approved by the Governor, June 16, 2021, which extended permissions for boards and commissions to conduct remote meetings, the Planning Board conducted its meeting via remote participation. The meeting agenda included instructions for the public about how to participate remotely. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that it has been unable to do so, despite best efforts, the Board will post on the Town of West Newbury website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as practicable after the meeting.

Chairperson Ann Bardeen called the meeting to order at 7:01 P.M. Members in attendance were Ann Bardeen, Ray Cook, Tim Cronin, Deb Hamilton and Brian Murphey. Town Planner Sue Brown was also in attendance. All participated via Zoom Conference.

**1. 7:00 P.M – Public Hearing on Proposed Zoning Changes - Zoning Bylaw Recodification and Renumbering; Large-Scale Ground-Mounted Solar Photovoltaic Installations Bylaw “LGSPI”**

- Building Commissioner, Sam Joslin, discussed that the proposed changes to the Zoning Bylaw were simply a reorganization and renumbering of the bylaws, along with fixing punctuation and spelling errors, no substantial changes were to be made.
- Large-Scale Ground-Mounted Solar Photovoltaic Installations Bylaw “LGSPI” – Tim Cronin, part of the LGSPI working group, discussed the changes to the bylaw which included a change to the overlay district and a reference to a new map that will replace the current map in the bylaw. In addition, MVPC created an informational map that illustrates the area within Town that may be able to accommodate LGSPI. Ray Cook stated that the changes to the Bylaw bring the Town into conformity and reduces legal exposure to the Town. Cook suggested if the informational (proposed use area) map is being modified, it should state why specific areas are excluded. Bardeen and Cook suggested that protected land be a separate color on the proposed use area map. Rick Parker, of the solar working group, suggested that APR land be correctly identified. Cook suggested some additional colors and corrections will help the public better understand the map. Bardeen suggested the Planning Board can look at the map again during the next meeting. Planning Board members went over the Table of Dimensional Control for LGSPI.

**Bardeen made a motion to close the Public Hearing. Seconded by Cook. Roll call vote was taken, and the motion passed 5-0.**

**2. Stormwater Management Permit Update**

- Brown is still awaiting on a red-lined version of the recommendations from the stormwater working group. Horsley Whitten is working on scope issues with their contract and hopefully will be submitted soon.

**3. Discussion on Accessory Dwelling Unit Bylaw**

- Planning Board members discussed the updates that were made previously to the Accessory Dwelling Unit Bylaw matrix. Planning Board members made updates to the “residency requirements by owner” section, “design” section and “other” section in the matrix.

#### **4. Town Planner Report**

- Brown stated there will be a contract meeting with Dodson and Flinker for the MBTA Communities Initiative in regards to them adjusting their fees. Brown stated the Towns projects webpage has been updated to reflect the selection of Dodson and Flinker. Brown provided update on housing initiatives, stormwater management regulations, and other bylaws being considered.

#### **5. General Business:**

- **Minutes** – February 7, 2023; others, if any  
**Cook made a motion to approved the February 7, 2023 meeting minutes, as amended. Seconded by Bardeen. Roll call vote was taken and the motion passed 5-0.**
- **Correspondence:** There were none.
- **Administrative Details:** There were none.
- **Placement of Items for Future Planning Board Agendas:**  
 Clean up graphics and language on Solar Bylaw  
 Updates on ADU matrix spreadsheet  
 Discuss housing initiatives
- **Items not Reasonably Anticipated by the Chair 48 Hours in Advance of a Meeting:** There were none.

#### **Adjournment:**

**Bardeen moved to adjourn the meeting at 8:52 P.M. Seconded by Cook. Roll call vote was taken, and the motion passed 5-0.**

Respectfully submitted,

Katelyn Bradstreet, *Administrative Assistant to the Planning Board*