



**Town of West Newbury  
Planning Board  
Tuesday March 21<sup>st</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 7:07 P.M. Members in attendance were Ann Bardeen, Ray Cook, Tim Cronin, Deb Hamilton and Brian Murphey. Sue Brown was not in attendance. All participated via Zoom Conference.

**1. Discussion regarding anticipated Application for Scenic Road Hearing for Utility Pole(s) on Middle Street**

Bardeen stated an application has not been submitted yet but wanted the Planning Board to go over the process for future applications. Bardeen did not recall there being a fee for the application. There was concern expressed about the tree in front of the Grant Family Farm that was recently cut down, stating she did not believe any permissions were sought out prior to cutting down the tree. Bardeen stated she would reach out to Wayne Amaral, the Town’s Tree Warden, to discuss this issue further.

**2. Planning Board Report to Town Meeting (Recommendations on the Two Bylaws)**

Two bylaws include the solar bylaw and the recodification bylaw. Bardeen stated she could write a short-proposed statement to present at Town Meeting. Tim Cronin went over the suggested language of the solar bylaw. Planning Board members reviewed the Solar bylaw table of dimensional control and the language in the bylaw and made minor additional changes.

**3. Review of Draft Accessory Dwelling Unit “ADU” Bylaw**

Planning Board members reviewed the draft ADU Bylaw and discussed the questions that were present. Ray Cook edited the document by making additional edits and adding additional questions that members had. Questions will go back to Town Planner, Sue Brown, who could not attend the meeting.

**4. Review of Housing Initiatives Overview**

Planning Board members reviewed the West Newbury Housing Initiatives document.

**5. General Business:**

- **Minutes** – There were none.
- **Correspondence:** There were none.

West Newbury Planning Board Minutes March 21, 2023. Approved May 16, 2023.

- **Administrative Details:** Meeting Options – Bardeen and Brown met up to go over hybrid meeting and technology options.
- **Placement of Items for Future Planning Board Agendas:** ADU Bylaw; Town Meeting Talking Points.
- **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 8:42 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*