

ASHLAND PLANNING BOARD
MEETING MINUTES
FEBRUARY 1, 2012

Call to Order

Chairman MacLeod called the meeting to order at 7PM.

Member Present - Selectman Jeanette I. Stewart, Robert Boyle, Gordon McCormack Jr., Susan MacLeod, Alternate Paul Branscombe, Alternate Tony Randall

Disposition of Minutes

Motion to approve minutes of December 7, 2011 - Stewart; second - McCormack; vote 4-0

Motion to approve minutes of January 4, 2012 - Stewart; second - McCormack; vote 4-0

Business

Fire Chief Stephen Heath and Building Inspector Robert Hicks were guests of the Board.

- Discussed roles of different officials in the Planning Board process
- Decided that if the Board were to waive full site plans at an informational notification should be given to the building department
- Occupancy Permits are two fold - fire department occupancy permit is based on life safety codes; building inspector occupancy permit is base on building codes; compliance is similar but different; decided that cc's of the permits should be given to respective departments.
- Suggestions
 - Sign off sheet for all parties
- Followup is needed on Romiglio if the Board receives a full Site Plan Application
- John Grant warehouse and Buskey - met with Chief Heath, no further action has come from the parties involved
- Signs were discussed and suggested that the section of the zoning ordinance be reviewed for clarity and suggestions for amendments if necessary
- Suggested that a checklist sheet be given to all who come before the Board with an informational
- Town of Ashland uses Life Safety Codes 101 [minimum requirements]

Other

- Bob Hicks was sent to Foucher property - determined this is not a home occupation
- Home Occupation Determination Form template was distributed for review
- Send letter to Amanda of Ashland Antiques to ask her to come to the Planning Board Meeting.

There being no further business the meeting was declared adjourned at 8:47 PM.

Taken by Patricia Tucker