

Planning Board Meeting February 11, 2026
In attendance: Greg, Kim, Richard, Molly, Swan
Absent: Gary, Tim
Also: Carol Heim

Agenda:

This was scheduled as a hearing about some of the proposed changes; however, the hearing only posted once instead of twice (newspaper's error), so we will hold the hearing in March along with floodplain language.

Instead, we can use this time to go through the language and make edits, then post notice for an entirely new hearing for 3/11/26 and maybe if needed a second hearing in March.

Greg refers to the document of compiled language - for next hearing in Montague Reporter, let's refer people to a website link and to the Town Clerk for the full text. [Montague Reporter costs \$38 vs. \$350 of Greenfield Recorder].

Kim - for the Warrant, we will need to show the tracked changes and redacted sections of the language in the bylaws.

To Review Compiled Language:

Kennels - technicality, no new language needed

Floodplain language

- Looking at the draft from 1/15 and the excel workbook crossroads analysis with the checklist
- Do we need to have Katie from FEMA review?
- Do we need to adjust to fit the 4400 formatting?
- Do we need to eliminate the entire 4500 section?
- There are 6 properties in Leverett that are covered by NFIP currently
- We need to update our language and use our numbering system;
- Who is the floodplain manager? We need to update this language: use the state language "The Town/City of _____ hereby designates the position of _____ to be the official floodplain administrator for the Town/City."
- Leave blank and still hold the public hearing; ask the public who is in this position?
- And ask Town Counsel?
- Let's paste entire model bylaw language into the compiled language doc; then people can bring to the public hearing any recommendations for changes they have
- Kim will send to Katie for review before the hearing
- 4500 - need to add to the hearing notice; proposing complete elimination because redundant with new language
- Reminder that the maps are not official until 12/2026 or 1/2027; we are voting in language now and the new map dates later

Greg - moves that we advance this draft model floodplain to the public hearing 3/11; unanimous

On ground-mounted solar - some minor language edits to clarify

Site plan review - allows for more discretion based on the project; flexibility; and keeping current

- PB needs to be working on our regulations, effective upon the language change

- We need to timeline this
- Carol feedback - what is the site plan drawing package; was not in definitions, the “application for site plan review will have a site plan review application”
 - Also, this is weird: the Town Clerk shall transmit copies of the application to the pertinent Town boards, e.g. Planning Board, Conservation Commission, Board of Health, Highway Superintendent, Fire Chief and the Police Chief.
 - Do we mean the town clerk will have discretion and how would they know what to do?

New understanding that the elements in the bylaw will be in the regulations and keep the bylaw language the same except for these regulations. We need a more deliberate way to explaining this change and why it is better for the people of Leverett.

ADU

- Local vs protected definitions
- Parking clarification
- What about 950 sqft?

Walk-in business

10 Hannabrooke Drive in Leverett: Discussion points

- Subdivision approval from 2004
- Lot 3
- Section 15 - 100 ft buffer etc.
- Section 16 - exceptions, reduced to 30 ft
- But, is it Southwest or Southeast? Find the minutes from 1/14/2004?
- Reasons for this type of buffer?
- Greg recommends southern line be a 100 ft buffer because this language is illegible and the 100 foot is the more restrictive

Unanimous vote to adjourn:

8:51 pm