

Town of Leverett  
Planning Board  
Meeting Minutes  
May 8, 2024  
7:30 PM

Members Present: Stephen Freedman (SF), Richard Nathorst (RN), Tim Shores (TS), Swan Keyes (SK), Gregory Tuzzolo (GT), Kim Van Wagner (KVW)\*, Molly Daniel (MD)\*

Guests: Emily Innes(EI), David Henion (DH), Jacob Park (JP)\*, Maria Zieja (MZ)\*

\*remote attendee

Minutes prepared by Gregory Tuzzolo

Meeting called to order at 7:30 by SF

1. Approve Minutes from April

SF - Motion to approve minutes from 4/10, Second by RN, Approved 5-0-0

SF - Motion to approve minutes from 4/17, Second by RN, Approved 5-0-1

2. Introduce New Board Members – Introduction of new board members Greg Tuzzolo and Kim Van Wagner. All board members went around the room taking turns introducing themselves, their background and professional experience, work on Leverett Planning Board, etc.

3. Elect New Board Chair

GT nominated by TS. GT Elected Chair 7-0

4. Comprehensive Plan Review - EI presented an update on Comprehensive Plan, suggesting that the draft plan will be made available to Board members on Monday 5/13. EI reviewed a number of aspects of the plan, including survey results and data management. TS discussed next steps for the plan, including a review and comment period ending 6/10, followed by eventual adoption by the Planning Board. KI discussed the potential to create a Comprehensive Plan Implementation Committee to track implementation of Plan recommendations across various Boards and Departments within the Town. Board comments were made regarding data management, feedback from other Town boards and departments, etc.

5. Flood Plain Status Update - RN provided an update to the development of proposed Bylaw changes intended to implement new FEMA Floodplain maps into the Town Zoning Code. RN emphasized the importance of the Model Flood Plain Bylaw changes to maintain access to FEMA Flood Insurance for town property owners.

6. Kittredge Update - SF reported that there are no notable developments on the Kittredge project to share. Current understanding is that the project may be pursuing a

development under Chapter 40B and would likely be working with the Zoning Board of Appeals. However, no definitive information was provided. GT proposed to provide the Board with a presentation at the next PB meeting on his experience with Overlay District Zoning that may have relevance to the Kittredge project.

7. Walk-in Business - none

8. Priorities for coming year - The Board weighed in on several potential priorities to track and discuss at upcoming meetings, including Comprehensive Plan Implementation, ADUs, FEMA Floodplain Bylaw, Housing, and Cell Phone Towers. In addition, it was proposed to prepare a schedule for the upcoming year to identify deadlines for progress for zoning bylaw milestones to align with annual Town Meeting, typically held in April of each year.

SF - Motion to close meeting - Second by GT - Approved 7-0, 9:35pm

END MINUTES