

Planning Commission
Meeting Minutes
May 20, 2014

Board Members Present: Kris Perlee, Chico Martin, John Elder, Bill Sayre, Skimmer Hellier, Sue Kavanagh, Gary Clark, Katie Raycroft-Meyer

Other Present: Eric Forand (Zoning Administrator), Mary Arbuckle (NEATtv), Adam Lougee (ACRPC)

Public: Brenda Tillberg (ZBA), Carol Clauss (ZBA)

The Planning Commission meeting was opened at 7:00pm

1) Approval of Minutes

Sue made a motion to approve the meeting minutes from the March 18, 2014 meeting, seconded by Kris. All were in favor (8-0).

Sue made a motion to approve the meeting minutes from the April 15, 2014 meeting, seconded by John. All were in favor (8-0).

Kris made a motion to approve the meeting minutes from the May 6, 2014 meeting, seconded by Skimmer. All were in favor (8-0).

2) Administrative Matters

Summer Schedule

June 17th – regular meeting

July – NO meeting

August 5th – Public hearing for Marcelle PUD on Rt 116 South.

Sue and Eric worked on developing a rough draft of a check list that would be attached to the PRD/PUD application. Eric will disseminate this to the group when he creates a working draft. Sue and Eric also worked on a rough draft of a checklist to be used internally by the ZA.

The fire department site selection committee gave a presentation to the Fire Department and four representatives from the PC were present. The next meeting for the Site Committee will be a public meeting held on June 9th at Holly Hall.

John discussed the potential grant for the Stoney Hill business park from the Agency of Commerce. John stated that a potential investor/partner had been found. He stated however that current neighboring landowner was not interested in allowing the town to have a right of way through his land. John felt that the park was at a standstill until this issue had been resolved.

Katie asked about the possibility of a sidewalk on Stoney Hill. Chico stated that Stoney Hill is a state highway and the state had already decided there would not be a sidewalk there.

3) The annual meeting of the Planning Commission started at 7:28pm.

Chico and Susan had met last week and drafted some changes to the Policies and Procedures.

Proposing changing annual meeting from April to May

Proposed term limits

Proposed change role of working groups

Addition of Roberts Rules of Order

Addition of conflict of interest

Addition of language to be able to change the Policies and Procedures

Kris made a motion to accept changes to Policies and Procedures, seconded by John. All were in favor (8-0)

Elections – Sue was elected Chairperson and John was elected Vice Chair.

4) The regular Planning Commission meeting was resumed 8:15pm

Carol Klauss and Brenda Tillberg from the Zoning Board of Adjustment (ZBA) asked questions and made comments in relation to what the ZBA would like to see included in future re-writes of the zoning by-laws.

The table was given over to Adam from ACRPC to discuss Village Planning Area. Adam discussed the Village Business district Objectives and Guidelines. The Commission then discussed the Schedule of Uses for the Village Business District.

Bill made a motion to adjourn the meeting, seconded by Kris. All were in favor (8-0).

Meeting Adjourned 9:30 PM