

## **Minutes Planning Commission Meeting March 8<sup>th</sup> , 2016**

*Attending:* Matt Tell, Staley McDermet, Patti Smith, Tim Segar, Edie Mas, Kate Buttolph, Bennett Grout  
Mary Sargent (Zoning Administrator)

*Invited guests:* Michelle and David Holzapfel, Lucy Gratwick (Marlboro Alliance)

Matt called the meeting to order at 5:10 pm.

### **1. Minutes**

Minutes of February 23<sup>rd</sup> meeting approved unanimously as amended.

### **2. Communications**

No written communications.

Edie mentioned that she has been in touch with members of the Board of the Jenkes Foundation concerning whether they might agree to putting their land into the Conservation District (CD). The questions concerned mechanized maintenance of their trails, and possible snow mobile use in the future to connect with other trails. Edie sent current description of CD, and looked definition of trails. Feedback to Jenkes was that snowmobiling is currently allowed on current CD lands and on Hogback which will be put into CD. She noted to PC that some correction on definition is needed.

### **3. Annual PC Meeting**

Matt called the annual meeting to order at 5:30.

- a) Nominations to the Select Board on PC members, and representatives to various groups:
  - Edie and Patti mentioned that they are willing to serve another term
  - Kate and Edie agreed to serve another year as the representatives to the Windham Regional Commission.
  - Matt agreed to serve as an alternate to the DRB, with Bennett agreeing to serve as second alternate.
- b) Current officers agreed to serve another year:
  - Matt Tell: Chair
  - Staley McDermet: ViceChair
  - Edie Mas: Secretary.
- c) Rules of Procedure  
No changes were recommended.

A motion was made, seconded and unanimously approved to accept the above. Annual Meeting adjourned at 5:45.

### **4. Review of written comments from forums**

- a) The PC has received the following written public comments, which are available digitally:
  - 1/11 - Email from Forrest Holzapfel to Adam Gebb
  - 2/4 - 3<sup>rd</sup> Forum—Forrest Holzapfel comments
  - 2/16 - 1st Forum -- April Weeks comments
  - 2/23-DRB comments from draft PC minutes Feb 23
  - 3/3 - Jim Herrick- Zoning revision concernsIn addition, PC members Kate and Edie have provided written notes from each public forum, as “questions and issues”, that will also be reviewed. These are mostly summarized in PC minutes and are also available from the PC.
- b) Staley was thanked for reviewing, categorizing, and placing the comments into sections of the Draft Zoning Bylaws where he considered they should go. A review started chronologically, and took up the following items:

1. Certificate of Occupancy

Reflections that the energy certification seems to place an undue burden on builders, and homeowners, by requiring that whole house must be completed before applying for energy certification (therefore occupancy) ; there was also concern raised from comments about uncertain property lines, and potential Town liability with CofO. Unanimous agreement to remove C of O from proposed ByLaws.

Guests from Marlboro Alliance arrived at 6:30 so the above discussion was postponed.

5. Town House proposed initiative

Michelle passed out a brief description of the proposal. Pending approval by the Marlboro Alliance Board of Directors, they are looking at spending some Alliance funds on improving the accessibility and function of the Town House for community activities and events. They described possible improvements, and asked for comments and input. PC members thanked the Alliance for bringing these ideas to the PC. Edie mentioned that she had also briefly discussed at an Alliance meeting the Village District designation and proposed Zoning Revision to include it, as a way to make long-range projects in town more possible, and that the PC will be writing up a description of the Village District shortly to make it clearer.

The Alliance group left after their presentation, at 6:45.

Discussion on written comments continued:

2. Fences

After much discussion, decision to exempt the following fences from fence requirements: livestock, gardens, orchards, dogs. The fence requirements are mainly directed towards ornamental fences.

3. Definition of Temporary Structure

The question about temporary structures is clarified by looking at Definitions section: no permit is required if it is less than 6 months in a 12 month period. If it is more than one week, the ZA only needs to be notified by letter.

Meeting adjourned at 7:05; next meeting March 22, 5 pm at Town offices. Tim mentioned he might not be able to make it and he did want to be sure to be present for discussion on the Wildlife Overlay. He was assured by PC that this topic would not be taken up unless he was present.

Respectfully Submitted, Edie Mas