

## **Draft Minutes Planning Commission Meeting December 22<sup>nd</sup> , 2015**

*Attending:* Matt Tell, Staley McDermet, Patti Smith, Bennett Grout, Tim Segar, Edie Mas  
Mary Sargent (Zoning Administrator)  
Matt called the meeting to order at 5:14 pm.

### **1. Minutes**

Amendment made on minutes of November 24<sup>th</sup>. to include those who attended meeting. Motion and second to approve corrected minutes of November 24<sup>th</sup>. Approved unanimously. Motion made and seconded to approve minutes of December 8<sup>th</sup>. All in favor.

### **2. Communications** No mail.

1).MES is OK for PC forum on January 12<sup>th</sup>. The PC will meet at MES at 5:30; Forum will go from 6 to 7, longer if needed. PC will meet after end of Forum to discuss suggested changes. Matt has sent an announcement to the Mixer.

2) Forrest Holzapfel sent an email to PC expressing concerns about the proposed CofO provision in the draft ByLaws. Both Staley and Matt had discussions with him, to clarify the extent of Mary's proposed responsibility when she reviewed and issued a C of O – she would just look at what was originally stated would be done in the permit, and whether it was done as described. There was some discussion about the requirement for a State certification stating that the construction followed energy-efficient guidelines . It needs to be looked at further, especially exemptions.

### **3. Planning for the Forums**

1). Reviewed minutes of Nov 10<sup>th</sup>, which stated: “Decision made to put entire draft of new Zoning Bylaws on website, with a linked reference in the Forum and Mixer... Matt will arrange for Lotus to make 12 hard copies to be available in Town Office, and at forums. More will be printed as needed. ...”

#### **2) Schedule of forums**

January 12<sup>th</sup>: Article III (Establishment of Zoning Districts and Zoning Map)

Decision to change the existing Table of Contents to include Article VI, Flood Hazard Regulations and Flood Hazard Overlay District in this Article as Section 380.

January 26<sup>th</sup>: Articles V (Planned Unit Development), VI (Telecommunications Facilities)

February 9<sup>th</sup>: Article I (General Provisions), II (Administration and Enforcement), IV (General Regulations), VII (Definitions)

- Matt will call to reserve space for all three meetings, and notify the Mixer; he will arrange for hot water.

#### **3) Jan 12 Forum**

- Forum will be called to order by Matt, who will outline the plan for the upcoming Forums.
- Staley and Patti will present Article III.
- Matt will bring cider, Edie tea etc, Bennett will bring cookies;
- Edie will take minutes; there needs to be a sign-in sheet; she will look for a large pad and pens to put down comments/suggestions
- Tim will check whether a projector is needed, and bring easels and boards to attach maps to (there will be 5 maps).
- Staley will make a new PDF of the Proposed Zoning and send it to us and to Marcia; Tim has redone the Preamble and it was unanimously approved. He will send it to Staley.
- Matt will put preamble in the Mixer (?and Front Porch)

### **4. Zoning Bylaw Revisions**

Discussion on Agricultural/Forest Production . Decision to leave it as is, with 10 acre minimum lot size, as there is not sufficient justification to add areas, although there clearly are some in town . Suggestions will be asked for and taken at the Forum.

Meeting adjourned at 7:15 pm. Next meeting on 12 at MES at 5:30.(Forum after).

Respectfully submitted, Edie Mas