

**PLANNING COMMISSION
MINUTES**

RE-ORGANIZATIONAL MEETING

August 21, 2012

MEMBERS PRESENT:

Alan Couch, Vice Chair	Lucas Ladden
Terry Carter	Logan Nicoll

MEMBERS ABSENT:

Ethan Gilmour	Steve Stengel	Norman Vanasse
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OTHERS PRESENT:

Rose Goings	Lisha Klaiber, Recorder
Jason Rasmussen	KP Whaley – LPC-TV

1. CALL TO ORDER

- A. Alan Couch called the meeting to order at 5:58 p.m.

2. ROLL CALL BY RECORDING SECRETARY

- A. All members present, except Ethan Gilmour, Steve Stengel and Norm Vanasse.
B. Alan Couch noted that with 3 members absent, the board may want to recess this reorganizational hearing until the September meeting.
C. Motion by Logan Nicoll and seconded by Terry Carter to recess the reorganizational meeting until September 18, 2012. Motion passed unanimously.

3. ADJOURN

- A. **MOTION by Terry Carter and seconded by Logan Nicoll to adjourn this meeting. Motion passed unanimously.**
B. Meeting adjourned at 6:00 p.m.

**PLANNING COMMISSION
MINUTES**

REGULAR MEETING

August 21, 2012

1. CALL TO ORDER

- A. Alan Couch called the meeting to order at 6:04 p.m.

2. ROLL CALL BY RECORDING SECRETARY

- A. All members present, except Ethan Gilmour, Steve Stengel and Norm Vanasse.
- B. Lucas Ladden was welcomed as a new board member.

3. APPROVE MINUTES

- A. The minutes to be approved are from the meeting of July 17, 2012.
- B. **MOTION by Lucas Ladden and seconded by Terry Carter to approve the minutes from July 17, 2012 as presented. Motion passed unanimously.**

4. COMMENTS FROM CITIZENS

- A. There were none.

NOTE: Jason Rasmussen maintains a master file for the regulations and records changes as the board makes them.

5. WORK SESSION – ZONING REGULATIONS

- A. Jason Rasmussen noted that at the last meeting, the board had completed a portion of Article 2, stopping at 250.1, Powers of the DRB. The only changes had been the Section number references.
- B. Terry Carter noted that at the last meeting, the board had started to discuss the language regarding removal of Planning Commission members by the Select Board. In the DRB section it says that the Select Board may vote to remove a DRB member, but that in the Planning Commission section, it says that must be a “unanimous” vote of the Select Board to remove a member of the Planning Commission.
- C. Alan Couch said that is the language for the Planning Commission that is in the statutes.
- D. Terry Carter said that the language should be the same for both boards.
- E. Jason Rasmussen checked statutes for both boards and advised that the language in the regulations needs to be and is consistent with state statutes.
- F. Jason Rasmussen advised there were no changes to section 250.2.
- G. Jason Rasmussen advised that in the first 3 bullets of Section 252, the only real changes were to section reference numbers. He said that in bullet 4, the changes were to section reference numbers and to make the language for public hearing notices consistent with state statutes.

- H. Rose Goings noted that the main problem with the Variance section is that it is hard to understand. People need to respond and explain the questions for reasons to allow variances. Some just answer yes to no. She would like to see the bullets made into questions.
- I. Jason Rasmussen noted that these regulations do not provide for waivers and it is hard to get a variance. He said that state law allows for waivers and they are for limited, mostly dimensional reasons, for not meeting setbacks. Examples would be handicap ramps, fire safety and renewable energy structures. You would have to spell out when they would apply and what the standards are. He asked the board if they are interested in looking into this.
- J. Terry Carter said that she could agree that handicap ramps would be okay.
- K. Rose Goings said that handicap ramps are an acceptable reason for a variance. She advised that the previous Planning Commission board members did not want to add waivers.
- L. Alan Couch said it would not hurt to look at this and asked if there are samples from any other towns.
- M. Jason Rasmussen said he would get samples. He said that he would draft up some rewording for the variance questions, in 252.1. He will also draft up rewording for sections 252.5. He said that he has not completed going over section 260 or worked with Rose Goings on further sections. He asked if the board would like to start going over the Definitions section.
- N. Rose Goings said they need to add Outdoor Recreation as a definition.
- O. Jason Rasmussen noted that some of the definitions in the Flood Hazard Regulations (FHR) are different than in the zoning regulations. He asked the board if they would like to separate the FHR into a separate document from the zoning regulations.
- P. Rose Goings said that if they leave the FHR as part of the zoning regulations, they should merge the definitions. She added that there was some confusion last year, with Irene, and it might be better to separate the FHR out from the zoning regulations and set up a model.
- Q. Jason Rasmussen said that the state is working on a new model, but he does not know when it will be completed. He added that the board will still have to clarify what they currently have.
- R. Lucas Ladden said he would like to see a post-Irene model.
- S. Jason Rasmussen said that it is not complete. It makes sense to wait.
- T. Terry Carter asked if the definitions in the zoning regulations are consistent with the definitions in the town plan.
- U. Jason Rasmussen said they should be. He said that we have added a few that were missing in the town plan. He said that they should be consistent, but whatever is in the zoning regulations pertains to the zoning regulations and that is what would be looked at.
- V. Rose Goings noted that for Building Height, most people do not understand the definition. This definition is from BOCA.
- W. Jason Rasmussen said that some towns have diagrams to explain it.
- X. Logan Nicoll suggested also adding "as per BOCA standards" to the definition.
- Y. Rose Goings said that they would also need to add BOCA standards to the definitions section.
- Z. Jason Rasmussen said he would take care of that.
- AA. The board discussed fences; heights, substantially screen and permits.
- BB. Rose Goings suggested that they table that for the next meeting. She said that they should consider permits for fences in the floodway. She explained that FEMA had wanted people, with fences in the floodway, to remove them.
- CC. Terry Carter suggested putting in maps for Ridgelines.
- DD. Jason Rasmussen said he would have more sections reviewed by the next meeting.

6. MUNICIPAL PLANNING GRANT

- A. Rose Goings advised that there is a Planning grant available that is due at the end of September. She would need to have signatures and take it to the Select Board for their September 17th meeting and Planning Commission signatures on September 18th. She suggested that they apply for it to work on Subdivision regulations at the same time as they are working on the zoning regulations.
- B. **MOTION by Terry Carter and seconded by Logan Nicoll to authorize the Acting Chair to sign the application for the Municipal Planning Grant for up to \$8,000 to update the Subdivision Regulations. Motion passed unanimously.**

7. **OTHER BUSINESS**

- A. Next meeting September 18, 2012 at 6:00 p.m.
- B. Town Plan Update - Rose Goings advised that the Select Board would be holding a Public Hearing for the Town Plan at their next meeting on September 17, 2012 at 7:00 p.m. She said that she forwarded the updated draft to the Select Board members last week and warned the hearing. She asked all members to try to attend the Select Board hearing.
- C. Jason Rasmussen advised that he may have a conflict that night.

8. **ADJOURN**

- A. **MOTION by Terry Carter and seconded by Logan Nicoll to adjourn this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Lisha Klaiber

Alan Couch, Vice Chairman

Logan Nicoll

Terry Carter

Steve Stengel

Ethan Gilmour

Norman Vanasse

Lucas Ladden