

**PLANNING COMMISSION
PRELIMINARY MINUTES
REGULAR MEETING**

January 16, 2018

MEMBERS PRESENT:

Alan Couch, Chairman	Alan Isaacson	Norm Vanasse
Terry Carter	Logan Nicoll	

STAFF PRESENT:

Rose Goings

OTHERS PRESENT:

Vincent Guerrero -Okemo Valley TV Lisha Klaiber, Recorder

1. CALL TO ORDER

A. Alan Couch called the meeting to order at 6:01 p.m.

2. ROLL CALL BY RECORDING SECRETARY

A. All Planning Commission members present, except Terry Carter, who arrived at 6:06 p.m.

2A. Consideration of any Changes, Additions or Removals to the Agenda

- A. Alan Isaacson explained that this item has been added to the agenda to comply with the new Open Meeting laws. It allows new items to be added to the agenda and also allows the board to vote on those items.
- B. There were no changes to the agenda.

3. APPROVE MINUTES

- A. The minutes to be approved are from the meeting of November 21, 2017.
- B. **MOTION by Alan Isaacson and seconded by Logan Nicoll to approve the minutes November 21, 2017 as presented. Motion passed unanimously.**

4. COMMENTS FROM CITIZENS

A. There were none.

5. ZONING REGULATIONS DISCUSSION

- A. Alan Isaacson noted that the board has already discussed some possible changes to the Village Zoning Regulations.
- B. Rose Goings said the board started to discuss a discrepancy in the Village Regulations. Maximum building height is 35 feet for all residential structures and 25 feet for accessory buildings, throughout the town, with the exception of the Village Residential District where residential buildings maximum height is listed as 25 feet. She advised that Interim Zoning Regulations may be adopted if the board is working on major changes to the document and an emergency situation arises. The Interim regulations may be adopted after a public hearing held by the Trustees. In this case, the 35 foot maximum height for residential structures was inadvertently left out of the Village Residential table. It was a typo. Currently, there is someone who wants to build in the Village Residential district, but can't because of the 25 foot maximum. It would take much longer for the people to get their permit if they have to go through the regular process than if this board goes to the Trustees and asks for interim zoning. They would warn a public hearing.
- C. Alan Isaacson said he would take the wording from Village Residential Commercial and add it to the Village Residential District. He said this board should also take the wording, previously approved by the Trustees, from in the Village plan and add it to the village zoning regulations.
- D. Rose Goings said they could make these changes in 2 months with Interim Zoning
- E. Alan Isaacson said this could go to the Trustees' February meeting and they could hold the Public hearing in March.
- F. **MOTION by Terry Carter and seconded by Logan Nicoll to send to the Trustees, the changes to the Village Residential District Standards for maximum building height and add the approved standards wording to the village zoning and to request Interim Zoning Regulations.**
- G. Rose Goings said she would call David Rose in the morning to advise him about this. It is an emergency.
- H. **MOTION passed unanimously.**
- I. Alan Isaacson said he would send the changes to the Trustees highlighting the changes.
- J. Rose Goings said that David Rose is already aware of this situation. She said that other non-emergency changes that should be considered are drive-thrus. The one case is currently in court. We need to make the regulations very specific as to what we will allow and what is not allowed. She said that another change that could be considered is off-street parking requirements for change of use situations. An example would be a space changing from a book store to a café or restaurant. This has come up several times. Does this board want to change parking requirements? She added that some of the definitions don't match. In some places it says "retail use" while other places say "retail service." The definitions must match exactly.
- K. Alan Isaacson requested Rose Goings send an email listing any changes she thinks may be needed. He said we need a comprehensive list.
- L. Rose Goings said that she was talking to the DRB chairman about the maximum height discrepancy and other items came up.
- M. Alan Isaacson asked if this board needs 30 days to warn a public hearing for changes to the zoning regulations.
- N. Rose Goings said they only need 15 days for the regulations.
- O. Alan Isaacson suggested that board members put together lists and circulate them. They can be discussed at their February meeting. We can discuss them with the Trustees at their meeting on February 6th. Once they warn their public hearing, the changes take effect.
- P. Alan Couch asked board members to make lists of other possible changes for their next meeting.

- Q. Terry Carter said they should incorporate changes that were the result of the new energy laws.
- R. Alan Isaacson said they may also want to include Roof Top solar in the Preservation District.

6. **TOWN PLAN UPDATE**

- A. Rose Goings advised that we recently found out that we have to put the town plan work (for which we received the grant) out to bid. We requested a waiver based on previously town plan work done with the assistance of Regional Planning Commission (RPC). To put it out to bid, would cause a hardship. She said that she and Jason Rasmussen sent a letter with the work budget plan that included working with the RPC. We were not told about the need for bids earlier. She will call Jennifer Lavoy and check on the request for the waiver.
- B. Terry Carter asked if the board could put it out to bid.
- C. Rose Goings said this is Phase II of the work and we did Phase I with RPC. All of the intentions were to continue working with Regional. We would have to start all over and the grant is only for 18 months. She added that Jason Rasmussen could bid.
- D. Alan Isaacson added that we would need two other bids and that means we would have to find and vet two other companies.

7. **OTHER BUSINESS**

- A. There was no other business.
- B. Next regular meeting will be held on Tuesday, February 20, 2018.

8. **ADJOURN**

- A. **MOTION by Terry Carter and seconded by Logan Nicoll to adjourn this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 6:27 p.m.

Respectfully submitted,

Lisha Klaiber

Alan Couch, Chairman

Logan Nicoll

Terry Carter

Norman Vanasse

Alan Isaacson