

WEST WINDSOR PLANNING COMMISSION

Draft Minutes
October 27, 2011

Present: Hal Pyke, Barbara Truex, Al Keiller, Tom Kenyon, Jason Rasmussen, Martha Harrison

1. Call to Order – Planning Commission Chair Hal Pyke called the meeting to order at 6:40 PM.
2. Changes or Additions – Email from Selectboard Chair
3. Public Comment – Tom said he is missing page 68 of the zoning regulations. Tom said the Planning Commission should re-send the zoning regulations to the Selectboard.
4. Review municipal planning grant application – The PC reviewed the application, decided to add a couple of focus group sessions, and rearranged the order of the tasks.
5. Review Subdivision Regulations for conformance with Zoning Regulations and State Law – Hal suggested language referencing the appendices at the beginning of Article 4. The PC agreed to change the language in Section 2.3 to apply to three or more lots. The PC agreed to add a sentence to the first paragraph of Section 2.2 to read as follows: “Boundary line adjustments involving three or more lots shall be reviewed by the DRB.” The PC also changed Section 2.2(A) to specify that the Administrative Officer is authorized to issue permits for boundary line adjustments involving two lots. The PC changed the word “undisturbed” to “natural” in Section 3.1-1. To the definition of “clearing,” the PC added “and the removal of dead vegetation in buffer zones.” Al asked how many subdivision applications are received each year. Martha said three or four. Hal said some towns distinguish between minor and major applications. Barbara asked if there should be something in the subdivision regulations about driveways. Martha said the applicant would have to have an approved subdivision before applying for a driveway permit, although including a proposed driveway on the sketch plan would be fine. Martha suggested removing the requirement for a statement of compliance with the Town Plan. The PC agreed. Martha suggested removing “zoning district designations and boundaries” from the appendices. The PC agreed. Martha suggested that “Location of proposed subdivision in relation to major roads, drainage ways, etc.” is redundant. The PC agreed to remove it. The PC also agreed to move several of the requirements in Appendix C and D to the bottom of the page where items are listed that are only required if specified during sketch plan review.
6. Next meeting – The PC agreed to schedule their next meeting for December 1st at 6:30 PM.
7. Other Business – Email from Selectboard Chair: The PC received an email from Glenn Seward asking them to consider the following topics over the next few months: the impact of the possible permanent closure of the ski area, the wastewater report and the need for action, coordination of state and local infrastructure projects, the impact of Brook Road not being rebuilt, and the replacement of the fire station with a municipal building. The PC agreed to include a wastewater discussion on their next agenda. Regarding Brook Road, Barbara said we need data on usage before we come to any conclusions. The PC agreed to put Brook Road on their December 1st agenda for discussion. Hal said we need to take up the ridgeline issue again also. Regarding the fire station, Hal said the town does not own the fire department property and the fire department members have not made a decision yet about whether they want to stay where they are or move to a new building. Barbara said the coordination of infrastructure projects is going to depend on the results of the wastewater study. With regard to the possible closure of the ski area, Barbara said the Listers can figure out the tax impact. The PC hopes someone who wants to run the ski area will buy the Resort property.
8. Adjourn – **Barbara made a motion to adjourn at 7:57 PM. Al seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison