

WEST WINDSOR SELECTBOARD

Draft Minutes
December 19, 2011

Present: Glenn Seward, Tom Kenyon, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 7:30 AM.
- 2) Changes or additions – Sign orders; Executive Session: West Windsor Disaster Relief Fund
- 3) Final review of revised Zoning Regulations – Tom and Glenn agreed that accessory dwellings should be allowed two bedrooms. Regarding pools, Tom and Glenn agreed that the language should specify that the review required is conditional use review. Regarding stream crossings and bridges, Tom and Glenn agreed to leave “bridges” in the list of conditional uses. Section 3.14 was discussed at length. Tom said some bridges are not stream crossings. Martha suggested a separate section on stream crossings. Tom said stream crossings should require review by the state but other bridges should require DRB review. Glenn said Bruce has expressed concern about such things as approach, width for emergency vehicles, and guard rails. Glenn added that the state doesn’t necessarily consider those things when permitting a stream crossing. Tom and Bruce agreed to a separate section on bridges and/or stream crossings, and agreed that both will require conditional use review by the DRB and stream crossings will also require review by the state. Martha said the conditional use criteria don’t include the things that Bruce is concerned about. Tom suggested including “safety” as a criterion. Martha said she thinks it’s helpful to the DRB and the applicant to be more specific so if we want guardrails, for example, everyone knows that. Glenn and Tom agreed to list specific criteria, including Bruce’s suggestions. Tom and Glenn also agreed to include “wastewater disposal constraints” in the purpose statement for the village. Glenn said he doesn’t like the idea of issuing temporary permits. Glenn asked Martha if we have ever issued any. Martha said yes; people get temporary permits for tractor/trailer boxes used for storage during a construction project. Martha said the only problem with not making such permits temporary is that they may end up being there for a long time since the permit goes with the land. Glenn suggested allowing temporary permits for construction trailers and the like but requiring them to be renewed every six months. Martha asked about temporary uses. Glenn said he thinks problems, such as illegal parking, associated with temporary uses could be addressed by law enforcement. Tom said the language could state that temporary uses that extend beyond one year will be considered a zoning violation. Martha said her discomfort with the language is that it would allow anyone to do anything as long as they do it for less than a year. Tom said if people have to wait 15 days to put a storage box on their property, they’re going to be down here with pitchforks. Martha said all permits have a 15 day waiting period but if the property owner places the box where it meets all the setbacks, no one can complain about it. Glenn said he thinks temporary structures should be limited to storage containers and construction trailers and temporary uses should not be allowed. Tom and Glenn agreed that temporary structures should meet the minimum requirements for the district. Glenn said he thinks temporary permits should be issued for six months, with one additional six month renewal period allowed. Tom agreed. Tom suggested noting the statute in the wetland definition in case the state changes it. Tom and Glenn agreed to allow exempt accessory structures to have a height of 12’. Tom had a minor change to the section on ponds. There was discussion about the term “deemed approval” in Section 5.3(B). Martha suggested some revised language, which Tom and Glenn approved. Tom said he would like to include the Vermont League of Cities and Towns’ (VLCT) explanation of the difference between certificates of occupancy and certificates of compliance. Martha said she contacted VLCT for permission to reprint it but she hasn’t heard from them. Tom suggested that Martha edit it and include the basic information. Glenn agreed. Tom asked why there has to be a zoning permit for a fence that is less than 6’ high and 3’ or more from the property line. Martha said requiring a permit enables the town to make sure it meets the criteria – does not obstruct

sight distance, etc. Martha said, by signing an application form, the applicant is stating that the information provided is correct and, if it's not, the permit can be revoked. Glenn said requiring a permit could help eliminate some issues between neighbors. Tom agreed to leave the fence language as is. **Tom made a motion to accept the language with the changes discussed. Glenn seconded the motion, which passed unanimously.** After discussing the feasibility of having a draft of the zoning regulations ready for the public this Wednesday, **Tom made a motion to postpone the public hearing on the regulations until January 18th. Glenn seconded the motion, which passed unanimously.**

- 4) Other Business – Town Clerk's orders: Cathy Archibald had orders, which the Selectboard signed.
- 5) Executive Session – **Tom made a motion to go into Executive Session to discuss the West Windsor Disaster Relief Fund. Glenn seconded the motion, which passed unanimously.** Following discussion, **Tom made a motion to come out of Executive Session. Glenn seconded the motion, which passed unanimously.** Tom noted that no action needs to be taken.
- 6) Adjourn – **Tom moved to adjourn at 8:30 AM. Glenn seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison