**LANDGROVE PLANNING COMMISSION**

Minutes of Meeting

April 16, 2020

**Attending:**

Harry Lux Mary Licata Jerry Hassett

Joshua Wengerd Michael Morfit

William Goodwin (Zoning Administrator)

The meeting was called to order at 5:31 pm, with 5 Commissioners and the Zoning Administrator present.

**1. Election of New Chair.**

By unanimous consent, Harry Lux was elected as the new Chair.

**2. Public Hearing on Application by Amanda and Nicholas Careless** (108 Landgrove Road)

The Landgrove Planning Commission duly warned that it would hold public hearing for the purpose of receiving comments regarding the Conditional Use Application to construct a wrap-around porch and footings, and also to clear/thin trees around the house. This property is located in the Utley Flats Scenic Overlay District. Abutting property owners were notified and detailed information was available to the public at the Town Office.

The Chair convened the public hearing at 5:34 pm. Consistent with current public health requirements, this hearing was held using video conferencing facilities. No members of the public attended this hearing, other than the applicants (Amanda Careless and Nicholas Careless). The Town Clerk has received no inquiries or requests from the general public about accessing the video conference.

The Chair invited Commission members to announce any conflict of interest with this application. One member identified a conflict and was recused from the balance of the hearing and consideration of this application.

In his overview statement, the Zoning Administrator stated that the application was very complete, providing detailed information and diagrams. It raised no issues or concerns on his part. All set-back requirements are met and the trees identified for removal or thinning are aging. Their removal is consistent with the health of remaining trees and with the Utley Flats Scenic Overlay requirements.

The applicants stated that the plans for the wrap-around porch were developed with the objective of being consistent with the look and materials of the existing structure, and in keeping with the general architecture of the town.

The Zoning Administrator has received no inquiries from any of the neighbors with contiguous property. The Planning Commission, the Zoning Administrator, the Select Board and Town Clerk have to date received no objections from the public.

There being no further questions from the Commission and no other abutting property owners or other members of the community present and wishing to speak, the Chair closed this public hearing at 5:45 pm.

The Commission legally has up to 45 days to provide a formal response to this application, but past practice suggests that the applicants will probably receive notice in about 14 days.

**3. Deliberative Session.** The Commission moved into deliberative session at 5:45 pm to discuss this application.

**4. Commission Action.** The Commission came out of deliberative session at 5:51 pm and unanimously approved the application as presented. No conditions were attached to this approval.

**5. Zoning Administrator’s Report.**

The Zoning Administrator is actively exploring the reorganization of the town permit files. Currently permits are filed according to the date of application. It is proposed that they be filed according to specific property lots, so that all permits relevant to a given property will be in one place. It was pointed out that this would significantly facilitate the work of the town Listers. Peru and Weston have established similar systems and the Zoning Administrator will examine their experience.

**6. Old/Other Business.**

The Commission reviewed the experience of using video conferencing facilities for holding public hearings and conducting other business.

**7. Next Meeting Dates**

It was agreed Planning Commission meetings will tentatively be scheduled for 5:30 pm on the third Thursday of each month. However, confirmation of a meeting will be driven by the actual business pending before the Commission. Based on past experience, we do not anticipate the need to meet regularly once every month. The Chair will consult with the Zoning Administrator to review potential business coming before the Commission and will be responsible for confirming whether or not a meeting will take place as tentatively scheduled.

The Commission adjourned at 6:50 pm, will tentative plans to reconvene at 5:30 pm on Thursday, May 21, 2020 – assuming sufficient pending business demands it.