

# Planning Commission Meeting: March 9, 2017

The meeting was called to order at 5:32 pm

Present: Harry Lux, Leigh Adams, Jerald Hassett, Chuck Sweetman, Michael Mole, Zoning Administrator Hal Wilkins, and Catherine Bryars from BCRC

All members took the Oath of Office. The Commission elected Chuck Sweetman Temporary Chairman and Jerry Hassett Temporary Secretary

The Board discussed the allocation of responsibilities among the Town Clerk, Zoning Administrator, Board officers, and Board Members. The Clerk has volunteered to take on the following:

- convert typed minutes to pdf and post on the website and bulletin boards.
- posting new Bylaws pdf on the website
- announce Planning Comm. Meetings on the website
- place new permit applications and forms (from Catherine) on the website
- coordinate with CAI-Tech to add the new zoning maps to the online mapping tool

The Zoning Administrator will

- post meeting notices in the required places
- prepare the finds of fact and the decisions reached on applications considered by the Commission

Future meetings will be scheduled for 5- 6:45 pm, dates as follows:

- April 12th, 2017
- May 10th
- June 14th
- July 12th

Catherine Bryars (BCRC) will complete the Bylaw revisions approved by the Commission and will have a complete copy of the revised Bylaws for review at the May meeting of the Commission.

The Commission approved a revised schedule of Landgrove Zoning Application fees.

Items for future discussion:

- construction of an attached accessory shed in Utley Flats Scenic Overlay District (April 12)
- Residential addition and variance request (April 12)
- Review of Town Plan including revisions required by the State (May 10)
- Meeting adjourned at 6:54pm
- respectfully submitted by Jerald Hassett, temporary secretary.