

Marshfield Planning Commission Meeting Minutes

7:00 p.m. • Thursday, September 5, 2013 • Old School House Common

Members present: Julie Medose, Michael Schumacher, Faeterri Silver, Jon Groveman, Bob Light, and Melissa Seifert.
Members absent: William Ritke-Jones.

The meeting was called to order at 7:10 p.m. Minutes from previous meetings were not available to approve because of the absence of the recording secretary. It was discussed that William would like to step down from the PC. Jon has informed him that he needs to notify the Selectboard.

1. Zoning Administrator Report

It has been a fairly slow summer in terms of building permits. Most permits have been for additions and small projects. Bob discussed a few cases that involved zoning violations that have since been resolved.

The PC discussed the process for appointing the town's Zoning Administrator. It was noticed that the process the town has been following does not adhere to state law, nor the town's bylaws. The proper process is for the Zoning Administrator to be nominated by the Planning Commission, and then appointed by the Selectboard. The proper process will be followed the next time the Zoning Administrator position comes up for appointment.

2. Regional Planning Commission Report

There was no meeting in August. The next meeting is a public informational meeting about the consolidation between the Central Vermont Regional Planning Commission and the Central Vermont Economic Development Corporation. The formal vote on the consolidation will happen on Oct. 8. Michael will attend the September meeting in place of Faeterri.

3. Elder Housing Committee Report

The next meeting is not until next Monday, so nothing to report from the Subcommittee. The PC talked a little about potential locations of an elder care facility, including: vacant churches on Rt. 2; the apartments behind Tim's Convenience; Gilman St.; and the Starch Factory. Faeterri stated that it could not be located at Schoolhouse Commons because the vacant land must be used for recreation purposes because of grant funding provisions.

4. Review and discuss revisions to subdivision regulations

The PC discussed the previous scheduled meeting. There were not enough members to make a quorum, so the meeting was postponed. However, two townspeople had shown up in order to discuss the draft Subdivision Regulations with the PC, so a short discussion did take place. They were specifically interested in Section 4034, Protection of Farm Land and Open Fields. Their opinions were heard and will be taken into consideration when preparing the final draft.

The PC then again reviewed section 4034, Protection of Farm Land and Open Fields. Final wording of this section was completed.

Section 4023, Utilities was reviewed. The section on Power and Telecommunications was reworded to be clearer.

For the final draft, it is still necessary to have a clear definition of Wildlife Habitat, and to add language about procedures for subdivisions that have lots that are in 2 or more towns.

The PC will be reviewing and voting on the final draft of the Subdivision Regulations at the next meeting.

The next PC meeting is Thursday, September 19, 2013.

Action items assigned:

1. Julie will send the definitions of “lot size averaging” to Jon. This will be added to the Definitions Section.
2. Michael will send the wording of a lot size averaging section to Jon. This will be added to Section 4021, Lots and Building Envelopes.
3. All members of the PC should look at the draft survey that Faeterri has emailed to us and give feedback on it.

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,
Julie Medose

Final
Approved September 19, 2013