

PLANNING BOARD

May 19, 2022

MEMORIAL BUILDING

7:00 P.M.

Board Members Present: Tim Bray, Ken Jacques, Darrin Patten, Dan Saulnier and Mike Howard
Meghan Butts UVLSPC via Zoom
Absent: Peter Keene

Also present: Amy Lewis (Select Board Rep) Roger “Whit” Smith (Zoning Coordinator), Poul Heilmann (Select Board), Jenny Roberts, Clayton Platt, Pam Laurie, and John Trachy

Minutes of April 21st Will changed to May in first paragraph and typo in Noise Ordinance: section. Dan moved Ken seconded Board approved minutes as amended Tim abstained due to his being absent from the meeting.

Tim opened hearing for Peter Crowell subdivision: Board followed the subdivision checklist and determined that the application was complete, and that all information required was included on the drawings.

Discussion of when mylar can be signed; does it need to be at the noticed meeting, can it be outside of a meeting once conditions have been met? Determined that mylar must be signed during a noticed meeting.

Discussion of driveway/road status or condition when a subdivision is requested. Is an engineer required or can the board act or appoint an agent to determine such?

Darrin moved to approve the subdivision request; Mike seconded Board passed unanimously. Conditions placed on approval: Easement for maintenance, and ROW will be written into the deed and the town road agent will inspect the driveway/road to ensure the condition is adequate for the expected traffic.

Tim opened Conditional Use hearing for Bernard Cahill. Zoning Board of Adjustment granted a Special Exception at their May 3rd meeting. Any permits required by the State are the responsibility of the property owner. Mike moved to approve permit; Darrin seconded Board approved the Conditional Use Permit.

Meghan Butts is temporarily representing the UVLSPC as Alex has moved on to another position. Meghan is familiar with the flowcharts Alex was working on and will continue to offer the Board support in updating them.

Discussion of Short-Term Rentals: First step for a new application is visiting the Select Board to present plan. If the plan is determined to be of a business nature the next step is apply for a Special Exception to the Zoning Board of Adjustment. A special exception follows the land which will allow subsequent owners to utilize the same. The third step in the process is submitting a Site Plan to the Planning Board for approval. If/when a property with a Special Exception sells and the new owner wants to continue with the business a new Site Plan will need to be submitted and approved by the Planning Board. For all of this to work smoothly communication between the Boards is vital.

Appointing of an Alternate:

John Trachy has expressed interest in being an alternate to the Planning Board. Mike shared that while working with John on the Wetlands Committee John was quite helpful. Dan shared that while working with John on the Internet Committee John was also quite helpful. Mike moved to accept John as an alternate, Dan Seconded, Amy and Tim voted in favor. Ken and Darrin both abstained. John was voted in as an alternate.

Forms: Dan started a review of the forms he has updated for the Board. The Conditional Use Permit Application needs a box at the end to include an area for Approval or Denied and reason. Subdivision and Site Plan checklists need to have an area added to allow for reasons for waived items to be documented. Dan will continue to work on the forms.

Board agreed that the fees should be raised to \$100 to match those of the Zoning Board.

Meeting adjourned 9:30 p.m.

Tamara Butcher