

ELMORE PLANNING COMMISSION - MEETING MINUTES December 18th,
2013

PRESENT: Whit Hart, Len Plant, Shelia Rysz

ABSENT: Nancy Allen

ATTENDING: Stu Wepler, Elmore Zoning Administrator

The meeting opened at 6:04 p.m.

Minutes for the October meeting were approved.

Stu advised that the State had responsibility for issuing waste water system permits, but did not consider town zoning regulations in doing so. As a result, waste water systems are sometimes located in areas where there is a right of way or set back, as has occurred with the mound system recently installed on Camp Road. Richard Brock, the Town's lawyer, has drafted a release to be signed by the property owner in this case, and that could be used in future similar instances.

Stu ensures that new owners are advised of the existence of zoning regulations in Elmore when property in the Town is transferred. Still, omissions do arise, and these come to his attention by referral from Listers, the Road Crew, and sometimes word of mouth. Approximately 5 out of 40 annual permits are issued retroactively.

Stu suggested a flat penalty of \$300 to \$500 might be charged when retroactive permits are required, but noted that the Select Board is responsible for setting fees.

The MPG grant request for zoning by-law review has been declined. The Town budget has therefore included \$2,000 (representing an additional \$1,000) for this, and will also include an additional amount (to be determined) for the time Stu agrees to spend helping with this. According to Meghan Rodier, LCPC does have some funds available to assist us with this project as well, though this will not provide for a dedicated resource.

In respect of the zoning by-law review project:

- A timeline for the review process will be discussed at the January 22nd meeting
- Stu will prepare a listing of suggested modifications to the zoning by-laws, based on his experience as Zoning Administrator.
- Members of the Planning Commission are to review Articles I and II of the existing zoning by-laws and discuss any suggested changes at the January EPC meeting.

- At the January EPC meeting a decision will be made as to a timeframe to do the same for Article III.
- Interested parties (such as the DRB, Road Commissioner, Lake Association, etc.) are to be consulted on zoning by-laws, and changes proposed to them, during the execution of this project.

Whit will invite John Hagget to attend the January 22nd meeting.

Shelia will follow up with Meghan Rodier to determine what actions are required to put the fluvial erosion recommendations into effect.

Shelia will take care of a basket in recognition of Sue Cano's work with the EPC.

The meeting was adjourned at 7.55 p.m.

Next Meeting: January 22nd 2014

Minutes taken by Len Plant