

Elmore Planning Commission Meeting
Jan. 3, 2023

Attendance:

- EPC members: Kate Sprague, Don Valentine, Glenn Schwartz, Michelle Greeson
- Town Citizens: Mr. & Mrs. DiMotta, Dawn Chris, Warren West

Conflict of interest: No conflicts of interest

Minutes approved from late month: Approved by all in attendance

Ongoing Business:

- **Issue:** Lakeshore District Zoning/DiMotta residence- Possible changes to bylaws to allow for building within the lakeside zone
 - **Discussion:** Entire property is less than 20% but greater than 10% (16.8%). That means they must have waste water mitigation plan to be approved by DRB. Discussion had regarding the State Regulations and the Elmore Town Regulation and it seems to be determined that the new house plans seem to meet the requirements from our end and they are ready to take this to the DRB.
 - **Action Items:** EPC will send the DRB our recommendations and if needed someone from the EPC will attend the meeting.
- **Issue:** Wastewater in storm drain by dam- follow up on progress
 - **Discussion:** Glenn and Michelle wrote to the state. Spoke with Cristin Ashmankas who works with wastewater state wide and we have not heard back yet.
 - **Action Items:** Will continue to update as we hear back from her.

New Business:

- **Issue:** AirBnB- Discuss possible issues and solutions
 - **Discussion:** Does Elmore have any problem with the amount of short term rental properties in town? Do we need to have a registry of how short term rentals Elmore has? Is it in our best interest to at least look into what neighboring towns are doing regarding limiting short term rentals? Are short term rentals over exceeding occupancy limits?
 - **Action item:** Michelle will do some high level research into what the neighboring towns are doing.
- **Issue:** Zoning Bylaws- Driveway setbacks
 - **Discussion:** Should the Town update the zoning bylaws to require driveway setbacks to be a minimum of 25 ft. away from existing lot lines? And if there is a zoning reason to why a driveway *could not* be constructed a minimum 25ft from the lot line, then the DRB would need to authorize it.

- **Action Item:** Don will talk to the road commissioner, Michel Lacass, about what his current requirements are when authorizing driveway setbacks to get an understanding of what his bases are when he approves driveways and will report back to the EPC.
- **Issue:** Review Planning Commission Report
 - **Discussion:** Does everyone approve the write up that Kate completed for the annual town report. The group agrees Yes.
 - **Action Item:** Kate will send it to Sharron
- **Issue:** Search for New Planning Commission Members
 - **Discussion:** With the loss of Hans de Boer from the EPC and Don Valentine possibly leaving the EPC we will possibly need to recruit new members.
 - **Action Items:** Don will let the EPC know what his plans are and if need be we will place a Front Porch Forum add, Elmore Email, and encourage word of mouth in the months to come.
- **Issue:** "Welcome to Elmore" info packet
 - **Discussion:** Kate would like to pick back up where we left off with the packet that we had started earlier in the year but had to put aside with the urgency of other items. Discussion on how to distribute this to new home/land owners and next steps to complete the packet.
 - **Action Items:** Kate will send out the most recent draft out to the group. We will have it sent to the town lawyer for review and brain storm best way to distribute.

For next meeting agenda: Don would like a discussion on permits for major reconstructions in existing structures.

Meeting Adjourned: 6:32pm