

WASHINGTON PLANNING BOARD

Minutes

July 13, 2010

Planning Board met to work on the update to the Subdivision Regulations and conduct other business as needed.

PB Members present: Tom Marshall, Nan Schwartz, Ken Eastman, and Jim Crandall

10:00 AM - The meeting was called to order by Tom Marshall.

1.0 Schwartz had a business permit application from Sue Hofstetter. She explained that Sue is setting up a sole proprietor, home business and is trying to qualify for federal work. According to the LUO she doesn't technically need a business permit from the town but was requesting one so she could add it to her package of required documents. Eastman motioned to approve the permit, Crandall seconded, all voted in favor. Tom signed the permit and Michelle conveyed it to Sue Hofstetter.

2.0 Yvonne Bachand came by and spoke with us about a permit for a new sign for the Washington Elementary School. The PTO is going to get a hand carved sign made, to be installed by the school driveway. They are discussing the best location so it doesn't interfere with snow removal, with Ed Thayer. She will return at our August meeting with the permit application.

3.0 LUO changes – Schwartz showed a version of the corrections to the LUO that were discussed at the July meeting regarding the problem that came up with sections #201.1, #202 and #205. She put the wetlands setbacks in the #202 setbacks section, the mention of structures and supporting utilities prohibited from being built on wetland into the #205, Wetlands section. She feels this will put them in their proper sections and avoid future ambiguities and questions when the Selectmen are faced with a building permit on a nonconforming lot.

Everyone felt that this would fix the problem. We set a public hearing for the LUO corrections for August 3rd at 6:30PM, before our regular meeting and a second hearing on September 7th at 6:30PM before our next regular meeting. Michelle will notice for the hearings.

4.0 Subdivision Regulations update –

Definitions – We looked at the definitions and compared them to the definitions in the LUO. It was decided to add "or other covering" to the building definition. Eastman made a motion to use these definitions with that addition, Marshall seconded, all voted in favor.

Preliminary Review – We discussed the difference between Conceptual, Preliminary and Final review. Conceptual review is non-binding and vague in the discussion of ideas and how to move through the application process. Preliminary is also non-binding but gets more specific in design, with the applicant, board and abutters participating in the discussion. It would require specific materials be provided and sets in motion a time line for completing a formal (final) application (one year). The only expenses in adding the Preliminary review would be the cost of notifying abutters and paper notices. Schwartz explained that it is beneficial to the applicant and the town if we get involved with an application early and have some input on how a subdivision is designed so that the developer doesn't go too far down a road that might be problematic or ultimately unacceptable to the town. It will save time and expense for all involved. We had voted as a body to add this to the Subdivision Regs. three years ago and are just now are getting it done. Eastman complained that the original section on Preliminary Review was ½ page long and this will make it 4 pages long. Everyone felt it is best to be specific and not leave room for vagueness or questions.

Regional Impact - Eastman had a question about what triggers "Regional Impact" with applications. He felt we should add a line saying that the Planning Board will review the application to determine

whether there is regional impact from a subdivision. Marshall pointed out that in the Major Subdivision application and checklist section XIV – Impact of Subdivision is addressed, also in Section 3.03 it is laid out how the Board determines and deals with a development with regional impact. We all felt this was adequate.

Site Inspection - Crandall feels we should add that "by signing this application you give the Planning Board the right to conduct a public site inspection of the subject property" to all the various applications in the Subdivision Regulations. Everyone agreed that this was a good idea and should be added.

Several people needed to leave at this time so it was decided to adjourn and meet again to continue working on the document on July 20th at 10AM. Schwartz will notice the meeting.

Meeting adjourned at 11:55 PM.

Respectfully submitted,

Nan Schwartz
Planning Board Secretary