



**Ad Hoc Zoning Bylaw Revision Committee joint with the
Planning Board
July 23, 2013
Work Session
Conference Room Town Hall 6:00 p.m.**

Members Present:

**Mr. Peter Page
Mr. David Nicolau
Ms. Ginny Binder
Ms. Anne Howard**

Planning Board Member:

Mr. Mark Weinress

Other Staff Present:

Mr. David Gardner, Assistant Town Manager

The meeting was called to order by David Gardner, Assistant Town Manager at 6:00 p.m.

Public Comments:

No public comments

Approval of Minutes:

Due to a lack of a quorum of the Planning Board the minutes of June 4, 2013 were scheduled for review and approval at their next meeting on July 30, 2013.

Discussion on Site Plan Review Bylaw:

David Gardner, Assistant Town Manager informed the committee that further discussion was needed regarding the draft Site Plan Review Bylaw proposed for the Fall Town meeting. Mr. Gardner also informed the members that site plan review needs to capture and application regarding the development of 1 or 2 family dwellings.

The committee reviewed Section 4000 Site Plan Review SPR; 4010 Purpose, all members agreed this section was satisfactory. Section 4020 Applicability; Section 4021 language was added as written "Except as exempted by Section 4022, the following development activities and uses require site plan review and approval by the Planning Board in conformance with this section, all alterations of land, structural relocation."

Member Ginny Bender felt more discussion was needed regarding section 4021sub-section b, should have language giving a specific amount of square footage of disturbance which will

trigger a site plan review. Ginny provided a figure of 5,000 square ft. Member David Nicolau asked what happens in a case where a parcel of land that has been previously disturbed. Member Peter Page shared his idea regarding changing the topography of land instead of the vegetation, contour of the land, and limit the area in which you can change the contour of the land existing.

David Gardner, Assistant Town Manager, informed the Ad Hoc members that the Planning Board would like input regarding landscaping/ landscape design, etc.

Section 4022 #1 sub-section (a) was added as written “except where such dwellings are located in the High Elevation District”, followed by sub-section b “except where the development of such dwellings disturb an areas greater than the minimum lot size in the zone in which the parcel is located”.

Members discussed “Site Plan Review by Special Permit”, as it pertains to historic or existing dwellings. Members determined a need to set a limitation on the total area that will be allowed to disturbed on a parcel.

Section 4030 Procedure; language was changed in the fourth paragraph, completion was changed to adherence. Language under sub-section I was omitted as written, “including the identity and location of trees four inches in diameter or greater”

The members decided to table conversation regarding sections 4053- 4190, for their next meeting on Tuesday, July 30, 2013.

Any other potential bylaw amendments:

None at this time.

Any other business:

None at this time.

Adjournment:

A motion by Ad Hoc Revision Committee member Anne Howard to adjourn the joint meeting of the Town Manager’s Ad Hoc Zoning Bylaw Revision Committee at 8:15 p.m. The motion was seconded by Member David Nicolau.

Respectfully submitted,

Edward Atwood
Recording Secretary

Approved by Planning Board: Mark Weinress 1st, Grace Ryder O’Malley 2nd, on 8/13/2013
Approved by Ad Hoc Revision Committee: Ginny Binder 1st, Anne Howard 2nd, on 8/13/2013