

Elmore Planning Commission Meeting

Meeting Date: March 27, 2013

Meeting Commencement Time: 6:00 pm

Meeting Participants: Shelia Rysz, Sue Cano

Guests: Kent Shaw, John Haggett, Whit Hartt,

Agenda Items:

Minutes Approval of December 2011

- Item #1: Work with Kent Shaw on the Town Website
- Item #2: Chairperson Designation
- Item #3: DRB Collaboration
- Item # 4: Hearing schedule for the Town Plan
- Item #5: Mail

Item #1: Work with Kent Shaw on the Town Website

We will now be able to post our own minutes, documents and pictures. Town e-mail addresses will be established for all EPC members.

Item #2: Chairperson Designation

The role was discussed. Sue will be designated as the Chairperson. It was suggested a Vice Chairperson role will also be established. The role of minutes taker role will be discussed at the next meeting. It was suggested by Whit that public comment should be requested through the Town Clerk's Office. Additionally, individuals who wish to meet with the EPC could submit documents to be discussed at the meeting to the Town Clerk by the submission due date.

Item #3: Developmental Review Board (DRB) Collaboration

The Select Board has a goal to integrate the goals for the different groups of

Town Government so that the work of one entity supports the work of other entities. There is also a desire to ensure the smooth development and utilization of zoning by-laws by all entities in the Town. The DRB gets copies of all permits and variances. Stu Wheppler meets with the DRB to review permits and variances. The DRB meets when it is necessary to review variances and conditional use requests, but not monthly.

Sheila reviewed the work of the EPC over the past 18 months to update John. We discussed with Whit how to manage the recommendations that will be in the Town Plan.

Variance and conditional use was discussed. Whit asked for clarification on the two terms. Variances are issued for set backs. Conditional use is for size, area and specific aspects of development. Site visits are conducted to make sure there is a complete understanding of requests. Retroactive action is taken as necessary when landowners mistakenly overlook zoning by-laws when they make changes on their property. Land owners have been pleased with resolutions agreed to when these unfortunate circumstances have arisen.

It was noted the value of the zoning by-laws is for consistency of decisions, to help things run smoothly in town and to meet the needs of landowners. It was agreed the zoning by-laws work effectively in Elmore.

A benefit for the Town of Elmore is that the different municipal bodies can work together using a coordinated approach, yet operate as separate entities. The DRB uses an open and interactive process with DRB members and the property owners participating equally.

The EPC requested the Lamoille County Planning Commission (LCPC) see if they could provide a way to conduct a scientific research study to help determine what is necessary to manage water runoff around the lake for the preservation of the current integrity of the lake. The Select Board has approved the study design recommended by the LCPC and will be paying a portion of the costs. The remaining costs will be covered by a grant obtained by the LCPC.

Item # 4: Hearing schedule for the Town Plan

Plans are underway to hold the hearing in April if final edits to the Town Plan are completed.

Item #5: Mail

The mail was reviewed and addressed as needed.

Topics for Next Agenda:

Town Plan Hearing Update

Town Website Update

Discuss the creation of a Vice Chairperson and Minute Taker Roles

New Membership

Update on the LCPC Scientific Study

Next Meeting: Date: April 24, 2013 Time: 6pm

Meeting Adjourned: Motion: Sue Second: Sheila Time: 8:33pm