

Elmore Planning Commission Meeting
February 27, 2024

Attendance:

- EPC members: Kate Sprague, Michelle Greeson, Dawn Kress, Bruce Olsson
 - Town Citizens: Charlie Burnham (zoning)

Conflict of interest: None

Minutes approved from late month: All approve

New Business:

- Meet with new Zoning Administrator, Charles Burnham
 - Discuss upcoming PC projects and determine the level of ZA participation in PC meetings.
 - He has spent the last two weeks going through all the files from the last two years and tidied up loose ends. Updated the indexes and looking back at older files. He has gone through the minutes from the EPC minutes for 2023 and has met with Kate to discuss plans for his involvement in the EPC.

Ongoing Business:

- **Issue:** Start to dig into the zoning bylaws review that need to be completed by 2025
 - **Discussion:** We will have a working document so that we can start to review, and we will find a logical way to segment the whole document so that we can work on one section at a time. May should be when we start.
 - **Action items:** Dawn will look at different platforms to work in (word/ google doc/ drop box). Kate will reach out to the DRB and inform them of what we are planning. Charlie will give a recommendation of what the timeline should look like to get them adopted for 2025 and get a larger print out of the parcel/elevation map from LCPC so we can look at it while discussing the zones. Everyone in the group will review the current bylaws.

- **Issue:** Zoning Bylaws: Determine timeline for adoption
 - **Discussion:** Wording suggestions that the EPC wants to adopt was approved from the lawyer. We will move forward with adopting the new amendments as required with the open meetings needed. May will be the first open meeting for comments from the community.
 - **Action items:** Kate will go through the process of warning the changes in April for a hearing in May.

- **Issue:** Walking trail around the lake → Create information packet

- **Discussion: deferred to next meeting**
- **Action items: n/a**

- **Issue: Welcome packet**
 - **Discussion:** We need to go through the latest document and tidy up language /grammar as well as get it into an editable document. We will also add the DEI statement if adopted at town meeting day.
 - **Action Items:** Kate will get the current version into a group edit platform and we will start the edits as a group.

- **Issue: Town Garage Plans Survey**
 - **Discussion:** We will have an Open House on May 4th (Green Up Day) and we will provide paper copies of the survey for people from the town to complete. We will also have an online version.
 - **Action items:** Dawn will continue to work on the survey and send it to the group for approval. Then we will get it on the town website and get paper copies made for May 4th.

- **Issue: Missing Land Use Map in Town Plan Worcester**
 - **Discussion:** The map is updated!

Meeting Adjourned: 6:57 pm

Next meeting: May 7th at 5:30pm

WARNING

NOTICE OF PUBLIC HEARING

**To Adopt the Proposed Amendments to
Elmore Unified Zoning and Subdivision Bylaws**

The Elmore Planning Commission hereby provides notice of a public hearing to be held in accordance with 24 V.S.A. §§ 4384(d) and 4444 (Public Hearing Notice) for the purpose of hearing public comments concerning proposed amendments to Elmore Unified Zoning and Subdivision Bylaws (EUZSB) as last amended in February 2020.

Date: May 7, 2024

Time: 5:30 P.M.

Place: Elmore Town Clerk's Office

The Elmore Planning Commission will present the proposed revisions and take questions and comments from the public.

The purpose of these amendments is to address specific issues regarding the placement of driveways and the layout of shared rights of way and correcting the language regarding accessory structures in the Forest Reserve District.

Full text of changes:

Add: Section 3.1 In all districts, the minimum setback for any new road or driveway shall be twenty (20) feet from the closest adjacent property boundary.

Add: Section 3.1 A road or driveway serving multiple lots shall be designed to minimize the shared portion.

Amend: Table 2.4 (1) **Residential Uses**

A. To maintain traditional land uses in the Forest Reserve District, single family dwellings and accessory structures to single family dwellings are only permitted below prohibited above an elevation of 1,500 feet mean sea level.

B. The DRB may only allow the placement of a single family dwelling and/or accessory structures above between 1,200 feet and 1,500 feet mean sea level, providing the following:

- a. The dwelling is located on a lot created prior to January 1, 2000;
- b. Site development, excluding forest management activities, associated with the placement of a house-site (e.g. driveway construction, site-grading) has occurred prior to January 1, 2000;
- c. Proposed development, including the house-site location, does not exceed an elevation of 1,500' MSL; and,
- d. All proposed development and site improvements comply with all other standards of this section and Vermont ANR and Federal Regulations.

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C. The DRB may only allow the placement of accessory structures to single family dwellings between 1,200 feet and 1,500 feet mean sea level, provided all proposed development and site improvements comply with all other standards of this section and Vermont ANR and Federal Regulations.

The full text of the EUZSB as well as the report to DHCD and LCPC can be found on the town website www.elmorevt.org. For further information feel free to contact Kate Sprague at ksprague@elmorevt.org