

**SBVD PLANNING BOARD
MEETING MINUTES
October 2, 2017**

PRESENT Members: Ted Xavier, Joel Spiller, Robert Weisner, Robert Gossett, Donald Hawkins. Alternates: Bill Howley, Larry Deshler

ABSENT None

MEETING OPENED The meeting was called to order at 7:00 PM. Ted Xavier led the meeting in the Pledge of Allegiance.

MEETING MINUTES Minutes from the August 28, 2017 were distributed and reviewed.

Motion to approve minutes from 8/28/2017:

Bob Weisner

Motion Seconded:

Bob Gossett

Motion Passed by voice vote.

PUBLIC HEARING Ted Xavier opened the public hearing at 7:05 PM. Don Hawkins noted the notice of the public hearing had been posted for the review and adoption of the SBVD Site Plan Review Regulations and the SBVD Subdivision Regulations

OLD BUSINESS

A. Site Plan Review Regulations

- The board continued the review of site plan regulations from the 8/28/17 meeting. Section **4.200 Professional Home Office** was reviewed to ensure the board members understood that the term “Professional Home Office” was being used to differentiate between a property owner’s personal office in his house and a Professional Home Office used to conduct business with the public. Section 4.200 is part of Section 4.0 Site Plan Review Procedure and is there to state that Professional Home Offices do not require abutter notices or Planning Board review. An application with the Building Department is required.
- There were no public comments on the Site Plan Review Regulations.
- Don Hawkins said all other changes agreed to at the 8/28/2017 meeting had been included in the 9/12/2017 draft and that the board could proceed with a vote to adopt the Site Plan Review Regulations.

B. Vote to adopt Site Plan Review Regulations:

Motion to Adopt the SBVD Site Plan Review Regulations as presented in the 9/12/2017 draft:

Joel Spiller

Motion Seconded:

Bob Gossett

Motion Passed by voice vote.

NEW BUSINESS

A. Review Sub Division Regulations 9/12/2017 draft

- The board reviewed the 9/12/2017 Sub-division Regulations draft and recommended the following changes:
- Section 4.110 – Add 30 days before the next scheduled Planning Board Meeting.
- Section 4.200 – Change abutter notice fee from \$100 to \$170
- Section 4.33 – Consider adding verbiage to this section at the next meeting. The original draft did not address the **Charge for Extensive Review**. Any additional verbiage will have to be voted on at the next meeting. (Consider: A charge of \$100/meeting will be assessed to the applicant for each Planning Board review meeting greater than four meetings.
- Section 4.400 – Change Expedited to Low Impact
- Section 4.500 – Change Non-Expedited to Non-Low Impact
- Section 4.529 – The board did not see the need for this section. They agreed to confer with Tom Morgan and consider his recommendation about leaving, removing or modifying this section. Tom said the original purpose of the **Zoning Box** was to discourage the use of odd shaped lots that are proposed solely for the purpose of avoiding frontage and other boundary requirements. He did not think Section 4.529 was as important at the beach because a grid layout already existed and the PB can deny an application that is trying to get around existing dimensional requirements. (Consider changing the wording on this section to: The Planning Board may deny an application proposing odd shaped lots to avoid dimensional or environmental requirements of the land use regulations.) or (Consider leaving the section as is and adding a 50’ by 50’ box in Zone 1 and 2)
- Section 5.30 – Change acceptance to submittal.
- Section 6.115 – Replace associated with “latest adopted” and add “or later” after 2005. Remove; greater than 10 lots or 2 acres whichever is less.

B. Adopt the SBVD Sub-division Regulations

- The board agreed to take a vote on accepting the SBVD Subdivision Regulations as modified and to include Tom Morgan’s recommendations on Section 4.529. Any other significant change to the regulations would require an additional PB vote at the next meeting. The PB agreed the public hearing should be continued to cover the possibility of additional changes.

Motion to adopt the SBVD Subdivision Regulations as presented in the 9/12/2017 draft and modified at this meeting including changes recommended by Tom Morgan for Section 4.529:
Motion Seconded:
Motion Passed by voice vote.

Don Hawkins

Bob Gossett

- Ted Xavier continued the public hearing to 11/6/2017 at 7 PM in the District Building.

OTHER

- The group agreed to work on Application Review Procedures at the November 6th meeting.

The meeting was adjourned at 8:30 PM.

Submitted by,

Don Hawkins