

**SBVD PLANNING BOARD
MEETING MINUTES
November 6, 2017**

PRESENT Members: Ted Xavier, Joel Spiller, Robert Weisner, Robert Gossett, Donald Hawkins, Alternates: Bill Howley, Larry Deshler, Building Inspector Steve Keaney, SBVD Planner Tom Morgan.

ABSENT None

MEETING OPENED The meeting was called to order at 7:00 PM. Ted Xavier led the meeting in the Pledge of Allegiance. Tom Morgan was introduced as the SBVD Planner.

MEETING MINUTES Minutes from the October 2, 2017 were distributed and reviewed.

**Motion to approve minutes from 10/2/17:
Motion Seconded:
Motion Passed by voice vote.**

**Ted Xavier
Bob Weisner**

PUBLIC HEARING Ted Xavier opened the public hearing at 7:15 PM to continue discussion of the SBVD Subdivision Regulations.

OLD BUSINESS

A. Review Sub Division Regulations final document

- Don Hawkins reviewed final changes to pages S-8, S-13 and S-20 that the board requested at the last meeting. Those included:
- Section 4.110 – Add “at least 30 days before the next scheduled Planning Board Meeting”.
- Section 4.33 –Add “A charge of \$100/meeting will be assessed to the applicant for each Planning Board review meeting greater than four meetings”.
- Section 4.529 – Change section to read: **Odd Shaped Lots** - The Planning Board may deny an application proposing lot line adjustments that create odd shaped lots intended to avoid dimensional or environmental requirements of the land use regulations.
- Section 6.115 – Change sentence 1 to read “latest adopted *Flood Insurance Rate Maps* dated May 17, 2005 or later”.

B. Adopt the SBVD Sub-division Regulations

- After a brief discussion the board agreed to adopt the SBVD Subdivision Regulations with the changes discussed.

Motion to adopt the SBVD Subdivision Regulations as modified on 11/6/17.

Motion by:

Bob Gossett

Motion Seconded:

Ted Xavier

Motion Passed by voice vote.

- The board discussed the need to continue the public hearing and decided it was not necessary, Ted Xavier closed the public hearing at 7:45 PM

NEW BUSINESS

A. Adopt Case Review Procedures.

- The board reviewed the Case Review Process draft 11.6.17 proposed by Don Hawkins. Each step in the process was discussed and the board agreed it was workable and should be adopted as the guide to reviewing SBVD PB cases. Hawkins will make a couple spelling and format corrections and reprint the document for inclusion on the SBVD PB web page.

OTHER

- The group agreed the Land Use Regulations were complete and ready to print. Hawkins will make copies of the final regulations for the next meeting and arrange to have them posted to the web page.
- The next meeting is scheduled for Monday 12/4/17 at 7 PM.
- Topics will include adopting a PB Application and developing the 2018 PB Budget.

The meeting was adjourned at 8:15 PM.

Submitted by,

Don Hawkins