

**TOWN OF PANTON
DEVELOPMENT REVIEW BOARD/ PLANNING COMMISSION**

April 2, 2015

Present: Louise Giovanella, Zoning Administrator Ed Hanson, Barbara Fleming, Heidi Mahoney, Howard Hall, Committee Chair David Raphael, Kirsten DeLaCruz, Jim Darragh, alternate Teena Hayden

Others present: Dianne Merrill, Dave Merrill, Lynne Poteau, Katelyn Ellermann, Greg Link

DRB

7:00 p.m. There was no March DRB due to a lack of a quorum. February's meeting minutes were reviewed and approved with a spelling change and a word exchange. Jim Darragh motioned to approve the minutes with the amendments Howard Hall 2nd. Unanimously approved.

An application from Greg Link for a request, approval and variance for a conditional use of an accessory outbuilding on his property on Allen Rd. began the DRB. All those wanting to give testimony were duly sworn in. Greg Link explained the use of the building for his home business of motorcycle repair and remanufacture. Dianne and Dave Merrill asked about noise and Greg Link said he would respect any noise concern. Kirsten DeLaCruz motioned to approve the request Howard Hall 2nd. Unanimously approved. A site visit is scheduled before the May DRB for the variance request.

The appeal of the notice of violation for Lynne Poteau followed. Committee Chair David Raphael and Howard Hall recused themselves and Heidi Mahoney became acting chair. Lynne Poteau and Katelyn Ellermann were sworn in. Zoning Administrator Ed Hanson explained the order of issuing the notices and Katelyn Ellermann reiterated the sequence of notices relating to the accessory outbuilding and driveway access on Lynne Poteau's property. Jim Darragh motioned to uphold the appeal Louise Giovanella 2nd. Unanimously approved. Acting Chair Heidi Mahoney motioned to retire as Acting Chair Louise Giovanella 2nd. Committee Chair David Raphael and Howard Hall returned to the DRB meeting.

A discussion of the necessity of follow zoning regulations took place. Heidi Mahoney put Katie Werthman's name forward as an alternate DRB/PC board member.

PC

8:25 p.m. The previous meeting minutes were reviewed and approved. Jim Darragh motioned to approve the minutes Louise Giovanella 2nd. Unanimously approved. Committee Chair David Raphael outlined upcoming PC agenda relating to farm labor housing, change of sketch plan wording, and the addition of information relating to road costs and bonding for curb cuts to the sub-division regulations. Jim Darragh asked that wording concerning shared driveways with accessory outbuildings be added. Alternate Teena Hayden asked that her questions be entered into the record.

1. I'm assuming our board exists to serve the citizens of the town. Since we meet only 11 times per year, or less when we can't muster quorum together, do we really serve the community sufficiently? Could we do some of the work between meetings, either electronically or in subcommittees, so we can respond to inquiries in a more timely matter? She asked if meeting

minutes couldn't be approved electronically through e-mail. Committee Chair David Raphael explained that the minutes could only be approved through the formal actions of the board. Any official action of the board has to be done in an officially warned regularly scheduled meeting. In the event that a quorum cannot be mustered that meeting has to be tabled until the next regular publicly warned meeting.

2. I understand developing backup plans are a hassle and never priority, but we need them. What is the backup plan for the Zoning Administrator position? Committee Chair David Raphael explained that there are backup plans in operation. When the Committee Chair is unavailable the Secretary or an elected by the board Acting Chair takes their place. When the Clerk is unavailable the Secretary fills in. When the Zoning Administrator is unavailable the Committee Chair will field questions from residents. If the Zoning Administrator leaves the position another one will be hired by the town.

3. We rarely acknowledge the fees associated with activities performed by our board and Zoning Administrator. In one of my experiences with the board, the fee was one third the costs of the entire project. Could we consider a scaled fee schedule, so that a \$300.00 woodshed doesn't have to pay the same application fee as a \$30,000.00 addition to a home? Committee Chair David Raphael explained that the Select-board sets the fees and the same amount of processing is required regardless of the size. Heidi Mahoney asked concerning the absenteeism of a board member. Committee Chair David Raphael will talk with the member. Howard Hall motioned to adjourn the PC Heidi Mahoney 2nd. Unanimously approved.

Respectfully submitted,
Marjorie Huff,
Clerk