

## PLANNING BOARD MINUTES

February 28, 2007

### ROLL CALL:

Phil LoChiatto, Chairman – Present	Ruth-Ellen Post, Vice Chairman – Present
Nancy Prendergast, Secretary – Present	Walter Kolodziej, Regular Member – Present
Ross McLeod, Regular Member – Present	Pam Skinner, Regular Member – Present
Neelima Gogumalla, Alternate – Excused	Rick Okerman, Alternate – Present
Margaret Crisler, Selectmen Member – Present	Alan Carpenter, Selectmen Alternate – Excused

### STAFF:

Al Turner, Director of Planning and Development – Present  
Shaun Logue, Town Planner – Present

*Mr. LoChiatto opened the meeting at 7:00 pm.*

### SIGN PERMITS:

- Trimmers Landscaping. Board Discussion: There is a two week time limit deadline for this new sign, new dimensions are needed, and a new photo is needed.

### PUBLIC MATTERS:

#### Site Plan and Subdivision Regulations Amendments

The Planning Board discussed potential changes to the Site Plan Regulations. Sections 100 PURPOSE through Section 1000 CONSTRUCTION REQUIREMENTS were discussed. As sections were discussed, edits were made. Board discussion included numbering and sequencing of sections. Section 305 is new and will be identified as such. A lengthy discussion took place regarding Minor Site Plans. Discussion included criteria for determining a Site Plan as Minor, that the Planning Board decision in this determination is final, if criteria is not met by the applicant then the Site Plan will be kicked up to a Major Site Plan, and public safety or non-conforming uses with current regulations may be considered special conditions. Definition of “active and substantial completion” will need further work. Staff will update the proposed Site Plan Regulations as recommended by the Board.

The Board consensus was to continue the discussion of Site Plan and Subdivision Regulations to the March 7 meeting.

Mr. Kolodziej motioned to adjourn. Ms. Skinner seconded. Passed 7-0. Meeting adjourned at 9:15 pm.

These minutes are in draft form and have not yet been reviewed and approved.  
Respectfully submitted, Nancy Charland