

**TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING
JANUARY 11, 2016**

Members Present: Chris Vincent (Vice Chairman), John Barnett (Clerk), Matt Conklin, Kathy Kingston

Members Absent: John Medeiros (Chair)

Others Present: Russell Hodgkins (Town Manager / Planning & Zoning Administrator)

1. CALL TO ORDER: Chris Vincent called the meeting to order at 6:34 p.m.

2. ADJUSTMENTS TO AGENDA: Added to Agenda Item 7 Other Business: 7A - Article II DRB recommendations for revision.

3. ACCEPTANCE OF MINUTES: Chris Vincent made a motion to accept the minutes as written from December 14, 2015. Kathy Kingston seconded the motion. Motion passed.

4. COMMUNICATIONS AND PUBLIC COMMENT: No one was present from the public.

5. UNFINISHED BUSINESS (Discussion / Action):

A): Discussion of proposed Bylaw revisions, Article III: Development Review

No other changes for Article III from the Planning Commission. Legal Counsel is working on John Barrett's comments.

B): ZONING BYLAWS Changes & Revisions Article IV: District Use and Intensity Regulations

The Planning Commission did not complete review of this section (Pages 23-34). **Restart next meeting on page 31, section 442.5: Rural Residential District (RU).** Discussion regarding Commercial/Industrial Districts were significant as this section begins the grouping of both districts.

There was discussion relative to create a section specific to signage or should there be a subsection within each district addressing signs. There is a town ordinance for signage can you refer to it when addressing signs?

Minor and major subdivisions need clarification and simplicity. There are state regulations we could follow as a template. Does Surface Water Courses Class III need to be clarified? Is there any mention of setbacks for streams in the zoning bylaws?

Section 442 should be **442.1** now becomes Commercial/Industrial: Russ to insert the new described combined district as printed in the Town Plan.

Permitted Uses in section 442.1 will have 32 uses; Conditional Uses will have 24 once they are combined. Russ Hodgkins created the combined district permitted uses and conditional uses as a handout.

Area and Dimensional Requirements replace with Page 29 which is from commercial district.

Discussion regarding setbacks as measurement is from the "centerline of the road". This allowed minimum front yard setback to be changed. Commercial/Industrial parking front yard setback change to 50 feet respectively. Parking front yard setback if parking on side or rear yard change to 40 feet respectively.

Section 442.3 Village District reformat chart so it is user friendly and visually readable.

Section 442.4 Residential District; Item D: Area and Dimensional Requirements. Recommend Front Yard Setback of 50 feet respectively. Side and rear yard setback 50 feet respectively.

6. NEW BUSINESS (Discussion / Action):

A): Act 250 Business, If Any: No new business.

B): PSB Business, If Any: No new business.

7. OTHER BUSINESS:

A.) Article II Zoning Bylaws recommendation from DRB. Russ Hodgkins handed out the recommendations from the DRB for the PC to review and consider for the next meeting.

8. DATE OF NEXT REGULAR MEETING: February 8, 2016 at 6:30 P.M.

9. ADJOURNMENT: Chris Vincent made a motion to adjourn the meeting at 8:44 pm. The motion was seconded by Kathy Kingston. Motion passed.

Signature of Clerk

Date

Prepared by: Russell R. Hodgkins - ZA