

**Thetford Planning Commission
Minutes – March 04, 2008**

Present: Liora Alschuler, Stuart Blood, Heather Carlos, Dennis Donahue, Lori Howard (7:22), Kevin O’Hara, Wayne Parks (Chair)

Absent: Rick Howard

Guests: Chris Sargent (7:15-8:20)

1. 7:18: Meeting Called to Order.
2. 7:19: Public Comment: None.
3. 7:19: Review of Prior Minutes: Blood moved to approve the minutes of February 19, 2008. O’Hara seconded. The vote was five in favor, and one abstention by Carlos.
4. 7:22: Report on Town Meeting:
 - a. Flood Hazard Area and Telecommunications Regulations: Parks reported that the Planning Commission had a table at town meeting, with handouts on the regulations and hearings.
 - b. Town Plan Vote: Parks reported that Article 13, “Shall the Town of Thetford adopt town plans by Australian ballot?” did not pass.
 - c. Planning Commission Vacancy: Parks reported that he spoke with two possible candidates for the Planning Commission vacancy. The Commission will follow-up with them.
5. 7:30: March 18th Hearing Update:
 - a. Warning and Public Notices: Parks reported that the warning has been done for the March 18 Hearings. The two hearings; one on the Proposed Flood Hazard Area Zoning Bylaw Revision, and one on the Proposed Wireless Telecommunication Facility Zoning Bylaw Revision; will start at 7:00 p.m. Additional notices have been placed in the Newsletter and List serve. Fenton will set up a notice board at Town Hall by the weekend, prior to the hearings.
 - b. Procedure at Hearings: The Commission discussed the procedure as follows: The agenda is to first, briefly introduce the proposals; and then collect input from visitors. Fenton will gather names and contact information as visitors enter. Informational handouts will be distributed on chairs. Blood asked Kevin Geiger, Two Rivers – Ottauquechee Regional Commission; and Ned Swanberg, Vermont Flood Hazard Map Modernization Coordinator, to attend.

- c. Public Comment Capture: At the hearing, Alschuler will record comments on the capture form she prepared. Fenton and Carlos will take notes to help capture comments.

6. 7:45: Zoning Bylaws:

Alschuler presented the document she prepared for tracking open issues. Sargent cross checked the current draft zoning ordinance with the open issues document. Alschuler entered changes onto the open issues document as: “resolved”, or “need to discuss”; and inserted additional sections (lines) as necessary.

Sargent will review the document, “Recommended text, questions and comments on items included from the Town Plan, with tracking of discussed items” for any remaining issues, and will identify them by section, issue, resolution. He will also identify sections regarding subdivision, and Alschuler will start a second open issues document for subdivision.

It was noted that the items regarding zoning and subdivision in the spreadsheet prepared in December by Hayden Brownell, titled, “Town Plan Recommendations Guiding Zoning Regulations” are reflected in the document titled, “Recommended text, questions and comments on items included from the Town Plan, with tracking of discussed items” (discussed above). Alschuler suggested that after organizing the “open issues” documents and “record of decisions made” document, she will crosscheck with Brownell’s spreadsheet.

Sargent and Blood will update the solid waste section, for the open issues tracking document.

The next meeting, following the March 18 Hearings, will be April 1. The agenda will include review of the hearings; and a brief review of the open issues documents, to give out assignments for proceeding with zoning review. Parks reported that he will miss the two April Planning Commission meetings, since he will be away. Blood will be responsible for the agendas.

7. 8:21: Reports:

- a. Selectboard: None.
- b. Two Rivers: None.

8. 8:22: Old Business: None.

9. 8:23: New Business: None.

10. 8:25: Motion by Blood to adjourn, seconded by O’Hara. The vote was unanimous in favor.

Respectfully submitted,
Ann Fenton
Recording Clerk, Thetford Planning Commission