

**Thetford Planning Commission
Minutes – June 17, 2008**

Present: Liora Alschuler, Stuart Blood, Laurie Burnham (7:30), Dennis Donahue (7:23), Lori Howard Rick Howard, Kevin O’Hara, Wayne Parks (Chair)

Absent: Heather Carlos

Guests: Chris Sargent

7:20: Meeting called to order by Wayne Parks, Chair.

7:20: Public comment: None.

7:23: Review of prior minutes: Kevin O’Hara moved to approve as written the minutes of June 3, 2008. Stuart Blood seconded. The vote passed, with one abstention.

7:25: Zoning:

The Planning Commission continued review of the Thetford Zoning Bylaw draft, and Liora Alschuler made agreed upon changes to the tracking document and bylaw draft.

Regarding Section 3.03, Offstreet Parking, the Commission discussed a letter from Norm Marshall, Development Review Board, which was his response to the Commission’s request for input. Marshall suggested not using a formula approach, but instead businesses should estimate their parking needs and explain their rationale to the DRB.

Chris Sargent explained that most surrounding towns use a formula and chart based on square footage, except Norwich. He submitted options, including language from Norwich’s Zoning. Sargent noted that planners recommend a table, but waivers can be allowed, to give some latitude to the DRB.

The Planning Commission discussed that generally formulas create more parking than needed. The Commission drafted and considered modified language, that “The number of required parking spaces shall be determined by the DRB as a condition of site plan approval or by the Zoning Administrator as a condition of issuing a building permit.”

Lori Burnham asked how to minimize the chances of over paving. Chris Sargent said another option would be to lower the numbers in the formula. Liora Alschuler suggested putting in numbers to be used as general guidelines, Dennis Donahue suggested following Alschuler’s suggestion and submitting the drafted language and chart to Norm Marshall to review. Liora Alschuler will send the draft and questions to Norm Marshall.

The Planning Commission discussed Section 3.04, Required Frontage on, or Access to Public Roads. Chris Sargent will research more, and talk with Kevin Geiger.

The Planning Commission briefly discussed Section 3.12, General Performance Standards. Chris Sargent will work on preamble language, to clarify the section.

Section 3.14, Existing Small Lots: Motion by Wayne Parks to select the language in Example 1 (No Merger, No Minimum Lot Size). Seconded by Dennis Donahue. The vote passed with seven in favor, and one abstention by Lori Burnham.

9:20: Reports:

a. Selectboard: Wayne Parks reminded the Planning Commission of the Selectboard Hearing on Telecommunications & Flood Regulations on June 23 at 8:00 p.m.

b. Two Rivers Ottauquechee Regional Commission:

Chris Sargent reported that it is time to submit grant proposals for the next municipal planning grants. He will bring information to the next meeting he attends (July 15).

Chris Sargent reported on new legislation that allows the Selectboard to forward the decision on a proposed zoning change to Australian Ballot for vote by the town, but to retain the power within the Selectboard for future decisions.

9:30: Old Business: None.

9:30: New Business: None.

9:30: Motion by Stuart Blood to adjourn, seconded by Dennis Donahue. The vote was unanimous in favor.

Respectfully submitted,

Ann Fenton
Recording Clerk, Thetford Planning Commission