

**Thetford Planning Commission
Minutes – August 5, 2008**

Present: Liora Alschuler, Stuart Blood, Laurie Burnham, Dennis Donahue (arrived at 7:25), Lori Howard, Rick Howard, Wayne Parks (Chair)

Absent: Kevin O’Hara

Guests: John Bacon (arrived at 8:00), Richard Blacklow, Mike Brown

7:22: Meeting called to order by Wayne Parks, Chair.

7:22: Public comment: None.

7:23: Review of prior minutes: Stuart Blood moved to approve as amended the minutes of July 15, 2008. Rick Howard seconded. The vote passed unanimously.

7:28: Zoning:

- a. 7:28: Zoning Administrator: The Planning Commission continued review, with the Zoning Administrator, of his submitted comments on the draft Zoning Bylaws.
 - 1.) Certificate of Occupancy: Richard Blacklow explained that before the State took responsibility for septic approval, the Health Officer was responsible. Now the Health Officer’s role is in reviewing failed systems; and could be also in issuing a COO, after receipt of State approval. It was discussed that a COO could add an onerous step, but offers the advantage of having documents in one place in Town Hall. The Planning Commission formed a subcommittee on the Certificate of Occupancy, of members Laurie Burnham, Kevin O’Hara, and Wayne Parks, to review Chris Sargent’s email and meet with an Engineer regarding the septic approval process.
 - 2.) Unified set of bylaws, including zoning and subdivision together: Richard Blacklow suggested that the Commission consider combining the bylaws in order to clarify the process and sequence. In discussion, it was also considered that there could be a bylaw dealing with how to sequence the DRB review, when there are two separate reviews needed. The Planning Commission will ask Chris Sargent to look into suggested language, and then the Commission will ask the Development Review Board to review.
 - 3.) Setbacks: Richard Blacklow suggested that the Commission review the definition of a structure, what structures need permits, and what structures are permitted in a setback. For example, a doghouse may not require a permit, but may not be allowed in a setback. The Planning Commission will ask Chris Sargent for a recommendation.
 - 4.) Re-subdivision/Annexation: Richard Blacklow suggested that the Planning Commission explore the lot line adjustment procedure.

5.) Signs: Mike Brown said the Selectboard is still planning to write a Sign Ordinance, as discussed with the Planning Commission previously.

b. 9:35: Solid Waste Facilities:

Stuart Blood explained that Landfills are covered in Section 365 of the current zoning bylaws. He noted that Chris Sargent recommended removal of the section, since the State has jurisdiction of Solid Waste Facilities, and the facilities are managed by Solid Waste Districts. Chris Sargent and Fred Moody proposed language, to put the bylaw in conformance with the SWD. Blood explained that historically, there was a landfill in Post Mills, and as a result of concerns, the town carefully wrote the bylaw section regarding landfills. Stuart Blood explained that the current trend in landfills is regional, but it could reverse considering trucking costs. Blood recommended changing as little as possible the intent of the current bylaw. He will send the proposed revisions.

9:50: Reports:

Selectboard: None.

9:51: Old Business: Stuart Blood reported that twenty-two days have passed since the adoption of the Flood Regulations, no petitions have been delivered, and as of today the bylaw is in effect. He noted that the Wireless Telecommunications bylaw is also in effect.

9:52: New Business: None.

9:52: Motion by Stuart Blood to adjourn, seconded by Rick Howard. The vote was unanimous in favor.

Respectfully submitted,

Ann Fenton
Recording Clerk, Thetford Planning Commission