

**Thetford Planning Commission
Minutes – October 7, 2008**

Present: Stuart Blood, Laurie Burnham, Dennis Donahue, Rick Howard, Kevin O’Hara, Wayne Parks (Chair)

Absent: Liora Alschuler, Lori Howard

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

7:20: Public comment: None.

7:23: Review of prior minutes: The Planning Commission declared the minutes of September 16, 2008 accepted as amended.

7:25: Planning Commission vacancy: The Planning Commission reviewed applicants, and planned to invite an applicant for interview.

7:27: November 4th meeting place: Wayne Parks announced that the November 4th Planning Commission meeting will be in the Community Building (starting at the usual time of 7:15 p.m.), due to elections being held at Town Hall.

7:30: Zoning:

- a. 7:30: Planned Unit Developments: Stuart Blood submitted a memo to the Planning Commission, dated October 2, copied to the Development Review Board and Zoning Administrator, regarding Planned Unit Developments. The Planning Commission agreed that the issue involves both zoning and subdivision.
- b. 7:32: Steep Slope, Ridgelines: Dennis Donahue submitted a memo to the Planning Commission, dated October 6, regarding Steep Slope, Ridgelines; and a document he prepared with examples from other nearby towns. The Planning Commission agreed that the issue involves both zoning and subdivision. The Planning Commission discussed how it would work, such as use of maps, Zoning Administrator visit of site, or survey. It was discussed that there are two issues: 1.) Access for emergency vehicles. 2.) Site of house, regarding erosion.

Dennis Donahue commented that the Town Plan supports implementation. He will further research how guidelines have been implemented in other towns.

- c. 8:25: Habitat Protection: Kevin O’Hara noted that the Town Plan supports Habitat Protection. The Planning Commission agreed that the issue involves both zoning and subdivision.
- d. 8:35: Wetland Buffers: Laurie Burnham explained that wetlands are highly protected under the Vermont Wetlands Act. Burnham commented that it is important to create buffer zones so that the wetlands remain healthy, and she noted that Woodstock and Norwich have added buffers to their regulations. Burnham said the Town Plan supports protection of Wetlands. The Planning Commission briefly discussed the definition of buffers. Stuart Blood noted that the wetland inventory is old, and not complete. It was discussed that the next step is to get input from the Conservation Commission. Laurie Burnham will research where wetland buffer guidelines are missing in the current zoning regulations.

- e. 8:48: Zoning District Lines: Wayne Parks reported that the current town maps are an overlay, without reference points, and they are not accurate. The maps being used by the Listers and Zoning Administrator are estimates. Parks also noted that zoning lines bisect some properties. He commented that something needs to be done, and he recommended a working group to research. Wayne Parks and Rick Howard volunteered to serve on the working group, and Parks will ask Liora Alschuler and Lori Howard to join.

9:00: Reports:

Selectboard: None.

Two Rivers: Wayne Parks reported that he spoke with Peter Gregory, who reported that Chris Sargent will continue to attend Planning Commission meetings, as requested, but not be regularly attending.

9:05: 2009 Budget: Wayne Parks presented a draft budget, which the Planning Commission reviewed and revised. Dennis Donahue made a motion to recommend the budget as drafted. Seconded by Kevin O'Hara. The vote passed unanimously.

9:15: Old Business: None.

9:24: New Business: None.

9:35: Motion by Dennis Donahue to adjourn, seconded by Stuart Blood. The vote was unanimous in favor.

Respectfully submitted,

Ann Fenton
Recording Clerk, Thetford Planning Commission