

Thetford Planning Commission
March 7, 2017 – APPROVED Minutes

Present: Kevin O'Hara (chair), Jamie Thaxton, Dean Whitlock (recording clerk)

Absent: Jason Crance, Liz Ryan Cole, Michael Schunk

Guests: None

(Numbers below refer to agenda items.)

1. Kevin called the meeting to order at 7:20 p.m.
2. Public Comment: None
3. There being no quorum and only 2 members present who had also been present at the previous meeting, the minutes could not be reviewed.
4. Selectboard Report: None

5. Town Plan

Kevin began a brief discussion of the next steps by stating that he felt the commission was close to a final vote on the Town Plan and referral to the Selectboard. Dean pointed out that he still needed to finalize the master list of changes and get it to the copy editor. He also reported that he had proofread the hearing draft and marked a number of corrections that would need to be made, as well as marking places in the text that were out of date because they referred to activities planned or in process at the time the text was written that had already been completed.

There was a brief discussion of what sort of report the commission should give to the Selectboard when the final approved draft is presented. Since some new members had joined the Selectboard since the start of the Town Plan rewrite, Kevin said he felt that it would be important to describe the process; for example, the number of open houses, forums, and other methods that were used to gather as much public opinion as possible.

Dean said that the Comments Resolution Document will need to be proofread and corrected and then exported to PDF so it could be posted on the Planning Commission Page, as promised at the hearing. Jamie said he would review the comments document and report back at the next meeting. Kevin noted that the document was also a to-do list for the commission as it takes up the rewrite of the Zoning Bylaw and prepares for the next Town Plan review.

Kevin will be leaving the commission once the Town Plan has been approved and handed off but said he would go over the planning process guidelines and rules with

Jason and Jamie before his departure. He reminded the others that the commission must elect new officers after Town Meeting and before May 1.

6. Other Business

Kevin reported that Jessie Anderson, who is on the Development Review Board, is interested in joining the Planning Commission. Kevin also said he will review his notes on the Subdivision Regulations to determine where it stands. There are apparently a few items to discuss and resolve.

The meeting was adjourned at 7:55 p.m.

Respectfully submitted by Dean Whitlock, Recording Clerk