

# PLANNING BOARD MINUTES

October 25, 2023

**APPROVED:** 11-8-23

**AGENDA:** Approval of Proposed Zoning Ordinance Amendments for the Nov 8th Public Hearing  
Capital Improvements Program (CIP) presentation  
2024 Meeting/Filing Deadline Schedule

**ATTENDING:** David Shirley (Vice Chair), Elizabeth Seeler, Steve Carten (Alternate) and Carroll Brown (Alternate Select Board Representative)

**ABSENT:** John Miller (Chair), Scott Sanschagrin (Select Board Representative), and Don Milbrand

**OTHER:** **Staff:** Joanne Bailey (Land Use Manager), Donna Sullivan (Land Use Administrative Assistant) and Christina Goodwin (Town Administrator) **via ZOOM**

**Applicants, Professionals, and Public:** Buz Kenney (CIP Vice Chair) and Shaun Lagueux (Select Board Chair)

## OLD BUSINESS

### Zoning Amendments approval for 2024 Ballot and Public Hearing:

Acting Chair Shirley introduced the amended 2024 Proposed Zoning Amendments for review and approval. He stated he reviewed these and was satisfied with these as written. He asked the Board if they had any comments or questions after reviewing. Mr. Brown stated those recommended by the Conservation Commission were in order as written.

Following comments, Ms. Seeler motioned to approve the 2024 Zoning Amendments to go to Public Hearing as written. Mr. Carten seconded. The motion carried 4-0-0.

## NEW BUSINESS:

### Capital Improvements Program Committee (CIP) 2024 REPORT Presentation

Ms. Sullivan announced that Mr. Milbrand was scheduled to present the CIP Report to the Planning Board at this meeting but had an emergency and could not attend. Ms. Bailey stated that this needs to be presented to and approved by the Planning Board before being presented to the Select Board and Budget Committee. She stated that this will move to the November 8, 2023, Planning Board meeting for approval and then would go to Select Board on November 16<sup>th</sup> and Budget Committee, November 28<sup>th</sup>.

### 2024 Planning Board Meeting/Filing Deadline Schedule

The Board reviewed the proposed Planning Board Meeting Schedule with Application Deadlines. Mr. Carten asked about the November 27, 2024, meeting date in relation to Thanksgiving. There was discussion about cancelling this date.

Following discussion, Ms. Seeler motioned to accept the 2024 Meeting Schedule as amended with removal of the November 27, 2024, workshop meeting. Mr. Carten seconded. The motion carried 4-0-0.

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## **MINUTES: October 11, 2023**

The minutes of October 11, 2023, were reviewed. Acting Chair Shirley suggested the insertion of the word “the” on Page 3, paragraph 4. He also asked for clarification about a mentioned court case regarding the Holiday Hills case. It was determined that there was a past court case mentioned as a comment from the applicant, so no change was needed.

Following review and discussion, Ms. Seeler motioned to approve the minutes as amended. Mr. Brown seconded. The motion carried 4-0-0.

## **COMMUNICATIONS: NONE**

### **REPORTS:**

*HISTORIC DISTRICT COMMISSION (HDC)* – No report

*CIP COMMITTEE* – No report

*CONSERVATION COMMISSION* – Ms. Sullivan reported that there will be three cases coming before the Conservation Commission at its next meeting on November 1, 2023. She stated the cases include the Libby case, an application from Swiss View Association regarding beach front work, and a Special Use Permit for use of a recreation vehicle which is necessary due to how it currently reads in the Zoning Ordinance. There was discussion about the Ordinance and how it’s written which will be updated so this type of use won’t need to be reviewed by the Conservation Commission in the future.

*LAND USE* – Ms. Bailey updated the Board about the work for the Land Use Chapter of the Master Plan being prepped by Resilience Planning and Design and stated they will be coming before the Board in December.

*SELECT BOARD* - Mr. Brown stated that the Select Board completed its work on the 2024 Budget. Ms. Seeler asked if the Budget is published anywhere yet. Ms. Goodwin stated that the Budget is not published yet because the Budget Committee is still working on it and meeting with Department Heads. Ms. Goodwin and Mr. Brown shared some information with Ms. Seeler regarding the proposed budget numbers for the Lakes Region Visiting Nurses Association (LRVNA).

**BOARD MEMBER COMMENTS:** None

**STAFF COMMENTS:** None

**NEXT MEETING:** The next meeting November 8, 2023.

**ADJOURNMENT:** With no other business before the Board, Ms. Seeler motioned to adjourn. Mr. Brown seconded. The motion carried 4-0-0. The meeting adjourned at 7:15 pm.

Respectfully submitted,

Janet Cote  
Land Use Associate