

**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
Tuesday, September 25, 2018 – 6:30 P.M.**

MEETING MINUTES

PC Members Present

Vice Chairman Dick Bratton
Commissioner Greg Williamson
Commissioner Rocco Blasi
Chairman Eric Caldwell

PC Members Absent

Commissioner Gerald Irwin

Board of Trustees Members

Mayor Jane Newberry

Secretary

Katharine Guthrie

1. Call to Order/Roll Call

Chairman Eric Caldwell called the meeting to order at 6:36 pm.

2. Additions, Deletions, or Corrections to the Agenda

M/S: Caldwell/Williamson

Motion: Move to accept the agenda as submitted.

Vote: Motion carried. All yea.

3. Approve Minutes of September 11, 2018

M/S: Bratton/Caldwell

Motion: Move to approve the minutes as submitted.

Vote: Motion carried. All yea.

4. Public Input

None

5. New Business

A. Review draft 2018-2024 Capital Improvements Plan (CIP)

Projects for 2019 need to be reviewed and prioritized and added to agenda for next meeting of the Planning Commission (10/9/2018)

B. Frequently Asked Questions (FAQ) for Town website and staff—Building Permits

Include: List of projects that do not require a permit

Clarification of permitting process (perhaps a flow chart)

What projects require a plan review and the process to obtain a plan review

Chairman Caldwell volunteered to work on this project.

5. Old Business

- A. 10565 Foster—Cabin Renovation, Bob Vanmaarth, Contractor. Request to place a new septic system on Town Property (Flagpole Park) Tabled from meeting on 9/11/18.

M/S: Bratton/Caldwell

Motion: Move that we deny the request for a revocable permit on town property.

Vote: Motion carries.

Resolution: Contractor was able to place the new septic system on his own property so there is no need to place it on town property.

- B. GMF Comprehensive Plan

1. Progress Report—GMF Project Manager

Marshal is not to enforce Building Permits. Marshal is authorized to enforce municipal codes specific to GMF. Unpermitted work needs to be reported to Regional Building. Regional Building also enforces contractors licensing. GMF Business Licenses is a joint responsibility of Town Clerk working with the Marshal.

2. Next Steps

2007 Plan Audit—Logan Simpson to do an analysis of the 2007 Comprehensive Plan and how it operates today.

Citizen Survey—Online, Paper, and to be added to GMF facebook page

Logan Simpson is drafting the Overall Vision and will create a second Citizen Survey around the Vision

Joint Town Meeting #2—Visioning (to be scheduled)

6. Correspondence

None

Adjourned: 7:34

Eric Caldwell-Chairman

ATTEST:

Katharine Guthrie-Secretary