

**TOWN OF GREEN MOUNTAIN FALLS
PLANNING COMMISSION MEETING
Tuesday, March 26, 2019 – 6:30 P.M.**

MEETING MINUTES

PC Members Present

Mayor Jane Newberry
Chairman Eric Caldwell
Vice Chair Dick Bratton
Commissioner Rocco Blasi
Commissioner Nathan Scott

PC Members Absent

Commissioner Greg Williamson

Secretary

Katharine Guthrie

1. Call to Order/Roll Call

Vice Chair Bratton called the meeting to order at 6:38 pm.

2. Additions, Deletions, or Corrections to the Agenda

M/S: Scott/Blasi

Motion: Move to approve the agenda.

Vote: Motion carried. All aye.

3. Approve Minutes of March 12, 2019

M/S: Blasi/Scott

Motion: Move to approve minutes as submitted.

Vote: Motion carried. All aye.

4. Public Input

None

5. New Business

a. PR003: Plan Review—10555 Illinois—New Windows—HGMFF—Jesse Stroope

M/S: Scott/Blasi

Motion: Approve the project as submitted

Vote: Motion carried. All aye.

b. PR004: Plan Review—10775 Mountain Ave.—Change Lot Lines, Build addition home—Ian Willis

M/S: Bratton/Scott

Motion: Approve the vacation of existing lot lines and merge 4 lots to create 2 lots with the condition that the survey be completed before this change.

Vote: Motion carried. All aye.

Resolution: Fee of \$125.00 for Planning Review paid. Owner to have survey completed to determine setbacks and property lines and submitted it to the County Clerk. Septic system

must accommodate additional bedrooms. Building plans to be submitted to the Planning Commission for review.

6. Old Business

a. Comprehensive Plan—Progress Report—Bratton

On April 9, 2019 Logan Simpson will provide a brief regarding Comp Plan progress (approx. 61% completed)

Per Logan Simpson the adoption date needs to be extended for 30 days.

Board of Trustees is invited to attend the April 9, 2019 PC meeting.

M/S: Bratton/Caldwell

Motion: Recommend to the Town Board that the project's execution period be extended for 30 days.

Vote: Motion carried. All aye.

b. Finalize Frequently Asked Questions—(tabled from March 12)—Caldwell

Chair Caldwell will submit the list, as a working document, to the Town Clerk and Town Manager for review.

c. Finalize PC Plan Review Checklist—(tabled from March 12)—Bratton

M/S: Bratton/Blasi

Motion: Approve the Planning Review Checklist be used internally.

Vote: Motion carried. All aye.

d. Finalize new form "Application for PC Review"—(tabled from March 12)—Town

Clerk

Discussion:

Need a guiding document for staff and applicants for projects that require separate permits and plan reviews.

e. Discussion of revision to Sec 16-705 Architectural Review (c)(1)

M/S: Caldwell/Blasi

Motion: Table item 6.e.

Vote: Motion carried. All aye.

7. Correspondence

None

Adjourned: 7:30pm

Eric Caldwell-Chairman

ATTEST:

Katharine Guthrie-Secretary