

**Minutes**  
**June 26, 2019**

**Present:** Susan Schreibman (SS), Alvin Figiel (AF), Dave Coppock (DC) and Patrick Griffin (PG).

**Also Present:** Barbara Spaulding, recording secretary.

**Absent:** Larry Walter (LW).

SS, Chair, called the meeting to order at 5:33 pm.

- I. ADDITIONS/DELETIONS – SS asked to add both the Sign Ordinance Update and Bike Path Update under Old Business.**
- II. PUBLIC COMMENT – None.**
- III. APPROVAL OF MINUTES – May 22, 2019.**

DC moved to approve the minutes of May 22, 2019. PG seconded. Motion passed unanimously.

- IV. NEW BUSINESS – Municipal Planning Grant Discussion.**

AF moved to table the discussion until Tara Kelly could be present. PG seconded. Motion passed unanimously. Barbara volunteered to request a Master Plan checklist from the RPC.

- V. OLD BUSINESS – Rutland Creek Path Segment 4.**

SS reported that following the successful ribbon cutting for Segment 4, she received correspondence from John Allard requesting that debris be removed from their property that abuts Segment 4. SS confirmed with the Resident Engineer that the debris was not a result of the construction of the path. SS has followed up with ANR to resolve the issue.

**Sign Ordinance Update.**

No response was received from a request to Alderman Mattis for an update on the status of the draft sign ordinance.

**Zoning Bylaws Update: Section 3 – Regulations and Dimension Standards.**

It was noted that both tables were missing from the draft.

There was lengthy discussion about what constitutes a PUD and whether there are additional approvals necessary that would encumber an applicant. It was agreed that the time for construction (page 15) would be increased to two years. PG suggested removing “pm” from the peak hour.

SS suggested adding “sign” to 3.53(b) and adding “mechanical use” (page 18) was also suggested.

There was discussion about chimney heights and a missing telecommunications ordinance.

PG suggested changing the expiration of a waiver to two years (page 19) 3.72(d). AF asked that “shadows or shadowing on adjacent properties” be added to undue adverse effects 3.71 (d).

SS believes the remainder of Section 3 is governed by state statute. She will meet with Tara to review the changes before the next meeting. The Commissioners also asked about the maps. PG suggested reviewing the maps during Section 5 and 6, both of which are short sections. Section 4 will be discussed at the next meeting.

**VI. CORRESPONDENCE – None.**

**VII. ADJOURN.**

It was moved and seconded to adjourn. Motion passed unanimously. The meeting ended at 6:45 pm. The next meeting will be held July 17.

For the Commission:

Barbara Spaulding, Recording Secretary