

## Planning Commission Meeting October 1 , 2015 6:30 PM

Planning Commission, Gary Gulka, Frank Kampf Chuck Marian,  
Karen Deasy (ZA)

Community members Margaret Duke John Duke, Faye Longo Brenda Nunn

1. Review agenda Agenda reviewed and accepted by consensus
2. Public Comment - none
3. Site inspection 3075 Main Street

A brief overview of the site plan review process was held prior to the site visit. Margaret expressed her desire for the project is as a community service to the Town of Cabot.

A walk through of the site was led by Margaret Duke explaining areas of sale and eventual setup of the coffee shop. There will be no additional exterior lighting, but a second sign may be installed. The main two rooms will be for display of goods. There will be no exterior storage or additional trash containers off site storage will be used for overflow storage of goods. Parking to the rear will be available for customers, the handicapped space to the side of the building will be used. The Commission returned to the Willey building to discuss the project.

4. Site plan review application 2029 Thrift store and Coffee Shop

The board reviewed the criteria for a site plan review and after discussion found the following:

### **Findings**

A donation- based community thrift store and coffee shop, Grandma's Thrift Store, will operate out of the main level of 3075 Main Street. Eventually the

coffee shop will be open in the restaurant area of the main level. Business will be using approximately 551 SF of floor area.

#### **Decision and Conditions**

The plan was reviewed and approved on a vote of 3-0 with the following findings.

#### **Site Plan Review Conditions**

##### **Adequacy of parking, traffic access and circulation for pedestrians and vehicles:**

###### Findings

Existing parking to the rear of the facility is adequate for proposed operations, on site handicapped parking is also indicated and marked.

Reword existing parking to the rear sign removing the word” restaurant”

##### **Landscaping and Screening:**

###### Findings

There will be no exterior on site storage or dumpsters, additional landscaping or screening is not required.

##### **The protection and the utilization of renewable energy resources:**

###### Findings

N/A

##### **Exterior Lighting:**

###### Findings

Existing exterior lighting is to remain, an additional sign light if installed may only be operational when the facility is open.

Motion made by Frank, seconded Chuck approved 3-0

#### 5. Approve Meeting Minutes

Motion to approve minutes of September 17th made with correction on page two sentence to read “no action was taken.” Motion made by Frank, seconded Chuck approved 3-0

6. Bylaw structure

Gary brought the board up to speed regarding a meeting held between him and Karen, they discussed moving the subdivision into its own article as discussed at the previous planning commission meeting. It was felt that the PUD section should remain in Article 4 with the addition of the standards currently in 5. The subdivision pieces should be removed from Articles 4 and 5 and combined into a standalone article as it would simplify the cross referencing of the regulations. Subdivision regulations can then be voted on as a separate article. The flow chart in the rear would be deleted as it could be misunderstood as to the actual time required for the review process. Gary has been in touch with Brandy from Place Sense to have her complete the required work needed to reorganize this section. Gary will follow up to confirm Brandy can meet our timeline.

7. Adoption schedule

The adoption schedule was reviewed looking at a March vote for the proposed regulations. It was hoped that Brandy would be able to return revisions prior to October 19th. The board would then be able to meet once or twice to review the completed draft prior to setting a hearing date for review in November.

8. Other Business

9. Next meeting date

October 22nd and October 29th there will be no meeting October 15th. `

Submitted by Karen Deasy