

CABOT PLANNING COMMISSION MEETING MINUTES
THURSDAY JULY 11, 2019
MEETING ROOM – WILLEY BUILDING

Those present: Chuck Marian, Kate Chatot, Jen Miner, Ruth Goodrich, Jeff Haslett, Betty Ritter

1. The meeting was called to order by Chuck Marian at 6:00 p.m.
2. Review Agenda – A motion as made by Jen and seconded by Jeff to approve the agenda. Chuck wanted to know if there were any additions or corrections. Chuck would like to add to ES for zoning administrator. Motion carried with addition.
3. Review the minutes – A motion was made by Jen Minor, seconded by Jeff Haslett. Motion carried.
4. Public Comment – Jeff Haslett discussed about training with FEMA. We do not have anyone for Emergency Recovery and needs to work with Planning and Zoning. This should be brought to the Select Board to form a committee.
5. Elect Vice Chair – Jeff nominated Jen Minor as vice chair with a second by Kate Chatot. Motion carried
6. Review and Adopt Rules & Procedures for Jeff suggested that we look it over and at the next meeting. Jen suggested that everyone look it over and table it until the next meeting.
7. Review Rural/Residential and Shore Line Districts – are there any changes for this. It is important to have everyone knowledgeable but it is quite difficult to do. Chuck suggested that a couple do the Town Plan, Statutes, and Zoning Regulations. There is a new statutes we wildlife corridors. If this is done, there will be a wealth of knowledge for the entire Planning Commission. This will ensure that we have everything correct. It would be impossible for all of us to know each and everything thoroughly. We need to check rental regulations. Chuck will check out the statutes. It is important to not micro-manage people. Kate has two things in zoning – maximum development for abutters, and the word “may”.

When we make the changes on the zoning – it should have a report for impact on the Town Plan, etc. A proposed amendment or appeal from the PC we need to prepare a report that is available from the Department of Housing and Community Affairs which can be found in Statute 24 Chapter 117 4441. We should keep a record and let the Town know (through the Town Report). Want to make sure that we are doing everything correctly.

We need to review Rural Residential and Shore Line Districts – Kate asked Danville to send their work in progress and is strictly a draft. The purpose is to protect the water and erosion of the shore. It is on the Danville website and look at beginning on page 49. Next meeting we will have all of this to compare the documents. Kate will look into the shore line rules.

Rule and Shoreline – should format to make it easier. Jen would be happy to do this. Look all of this over and see if there any changes. Bring back any changes. Betty will send to Jen the zoning regulations as passed by the Town in 2017.

8. Other Business – The Town Plan states that we want to transition to Urban to a Town Manager and Town Administration rather than Rural. How do we make a change to the Town Plan before the time. Kate will check on this Central Vermont Regional Planning.

Zoning Permits recognition signs - State requires that you post it on the property and on the board out by the Town. Chuck will check into this.

9. A motion was made by Jeff to go into Executive Session with a second by Jen. We went into ES at 7:26 p.m. Motion carried. We went into ES at 7:26 p.m.
10. Executive Session – we came out of Executive Session at 7:35 p.m.
11. A motion was made by Kate and a seconded by Jeff to give the position to Brittany as an interim ZA with a probationary period for one year. The salary to be determined by the SB. Chuck will make the proposal on the SB meeting on July 16, 2019.
12. Adjourn – A motion was made by Jeff and seconded by Jen. Motion carried. We adjourned 7:42 p.m. Motion carried.

Next Regular Meeting Date is August 1, 2019 6:00 pm.

Respectfully submitted,

Betty Ritter, Cabot Town Clerk/Treasurer