

Ryegate Planning and Zoning
February 20, 2017
Approved Minutes

In attendance: Members – Wally Bragg, Richard Colby, Kate Davie, Mary Dole, Steve Genereaux (not entire meeting), and Fremont Nelson. Also: Bill Elder, Alison Low, and Jacob Burgess.

Call to order – Meeting was called to order at 7:12 pm.

Minutes of the 1/9/17 meeting – The minutes were read and approved by Fremont N. with a geographical correction.

Discussion with Jacob Burgess regarding Cushing property – Jacob Burgess, surveyor for Harry Burgess, presented a map of a proposed subdivision of four lots from the current Pleasant Valley Campground property on Ticklenaked Pond. The consensus was that the proposed subdivisions conformed with the new zoning bylaws, but Ms. Low identified the map being used as being out of date. Mr. Burgess will return with updated information to the March meeting.

Upcoming training – Ms. Low explained the difference between the Planning & Zoning Board's quasi-legislative role in planning and quasi-judicial role in deciding zoning questions. She offered to provide the board with training on these roles, including issues of ex parte communication, conflicts of interest, closed deliberations, and due process. The tentative date of this training is April 17th, and Ms. Low encouraged us to invite the selectboard and any other interested town officials. She distributed new zoning administrators' handbooks and a guide book for planning and zoning entitled, *Essentials of Local Land Use Planning and Regulation*.

Town plan updates – Most of the sections requiring updating have been addressed, but the document has not yet been edited in its entirety. Ms. Low suggested that we aim for completing the adoption of the plan by late 2017, and noted that we can't apply for grants requiring a current plan until then. It will require two public hearings, one with the selectboard. She also noted that town plans are now good for eight years, but that the state requires a midterm report in four years.

Selectboard approval of bylaws – Fremont N. reported that the selectboard has approved the new zoning bylaws.

Zoning Administrator's report – Bill E. also reported that the Nyitrai's subdivision application is on hold until a legal survey is completed. He also reported that Dean Chase had provided the required information, including a map of water and septic for approval to subdivide his lot on Witherspoon Rd. and Scotch Burn Lane. The Zoning Administrator will see to it that the lot's abutting neighbors are notified by registered mail.

Adjournment – The meeting was adjourned at 8:45.