

## Corinth Planning Commission

### Draft Minutes of April 4, 2013

#### NEXT MEETING ON TUESDAY MAY 7, 2013

7:00 Call to Order, Introduction of members: Joshua Gaetz ,Holly Groschner , Dick Kelley, Susanne Smith, Russ Pazdro, Bill Tobin, Linda Buonanduci

Guests: Arlyn Brucoli, Tom Otterman , Greg Thurston , Connie Thurston

7:05 Acting Chair: The Commission, reconvened after the Select Board's appointments in March, was without officers for the meeting. Dick Kelley moved to elect Holly Groschner as acting chair. Susanne Smith seconded. Voice vote passed as unanimous.

7:10 Consideration of Subdivision Applications:

A.Brucoli Parcel – PreApplication meeting Review: Determine if application is complete

Location: 194 Bear Notch Road, Parcel ID 076-00194

Total Parcel: 127 acres

Subdivided Parcel: 10 acres

Exempt/Non-Exempt: non-exempt

List of Abutters Received: yes

15-Day Notice to Abutters: Yes

Plans for Construction: None

Map of location and abutters: Received; contours, access, well, septic

Application and check: Received, \$100

Date of formal meeting (after notice): 4/4/13

State permits required: Waste Water Permit – Approved

Presentation was offered by Tom Otterman with comments by Arlyn Brucoli. No abutters were present. Susanne Smith moved to approve the application; Bill Tobin seconded. Passed on unanimous voice vote. Promised to email MOMA asap.

7:20 Preliminary Pre-Application Hearing

A.Thurston Parcel – Annexation application meeting and review : Determine if application is required

Location: 280 Chelsea Road, Corinth Parcel ID: 082-00280 Book 52, Page 84

Total Parcel: 10 acres (Thurston parcel before reduction by annexation)

Subject Parcel: 1 acres

Annexed to land of Glenn & Melinda Ferriott, Book 82, page 394

Exempt/Non-Exempt: Exempt -- Annexation

List of Abutters Received: N/A

15-Day Notice to Abutters: No

Plans for Construction: None

Map of location and abutters: Received (Abutters not indicated); contours, access, well, septic

Application and check: Received, \$15

Date of formal meeting (after notice): NA

State permits required: Waste Water Permit – Approved

Tom Otterman presented an annexation application and comments were offered by Greg and Connie Thurston regarding the situation of land on the adjacent parcel, which was originally part of the Thurston parcel. Russ Pazdro moved that the subject parcel qualifies as an annexation and is therefore exempt from the subdivision review process; Dick Kelley seconded. Passed on voice vote unanimously.

B. Preliminary Review of Possible Exempt Subdivision of Virginia. Osgood -  
Osgood Parcel – PreApplication meeting Review : Determine if application is required

Location: Chelsea Road, Corinth Parcel ID:

Total Parcel: \_\_\_ acres

Subject Parcel: 2.5 acres

Exempt/Non-Exempt: Exempt Parcel

List of Abutters Received: No

15-Day Notice to Abutters: No

Plans for Construction: Yes

Map of location and abutters: Reviewed (Abutters indicated); contours, access, well,  
septic

Application and check: Received, \$15

Date of formal meeting (after notice): TBD – confirmation of exemption required

State permits required: Waste Water Permit – TBD

Tom Otterman was asked to prove the date of the earlier lots for determination of an  
exemption.

8:10 CPC Administration. Minutes of the March 19, 2013 meeting were reviewed. Bill Tobin moved to approve, Susanne Smith seconded. Unanimous voice vote. Discussion of hiring a proposed administrator and her schedule limitations. Additional discussion of bylaw change for dates of meetings. Russ Pazdro will check the requirements for a bylaw change. Bill Tobin will contact the treasurer to ask whether the application checks go into our account, whether the money rolls over and CPC's account balance. Holly will forward information to Bill from the Selectboard. Discussion of the scope of work: The Selectboard needs a scope of work to hire an assistant for the CPC. Scope of work to include Filing records, Minutes Manager (produce, distribute, amend & publish to Town Clerk), etc. Holly will create scope of work, distribute to PC, to be circulated to Bill Tobin.

8:30 Training: Susanne Smith offered to set up training on May 7<sup>th</sup>; 90 minute training after application hearing with the TROC.

8:40 Correspondence: Invitation from TRORC to learn about Sustainability to grant money. No one will attend.

8:50 CPC Election of Officers: Dick Kelley moved Holly Groschner as chair, Russ Pazdro seconded. Susanne Smith moved Dick Kelley as Vice Chair, Holly Groschner seconded. Russ Pazdro moved Bill Tobin as Secretary, Dick Kelley seconded. Voice votes on each motion were unanimous.

8:55 Strategy: Susanne Smith initiated a discussion of CPC agenda items for the coming year. She identified priorities such as a revised subdivision ordinance and flood hazard ordinance combined. The CPC agreed to take this up in the June meeting.

9:05 Adjourned: Dick Kelley moved to adjourn, Russ Pazdro seconded. Voice vote passed.