

Town of Corinth
Planning Commission Meeting
February 4, 2015
Unapproved Minutes

Attending for the Commission: Dick Kelley, Chair; Bill Tobin; Susanne Smith; Dan Carter; Kerry DeWolfe; Lynn Sciortino, Clerk.

The meeting was called to order at 7:02 p.m.

Approval of Minutes

Smith moved to approve the minutes of the January 15, 2015 meeting. Tobin seconded. Motion passed.

New Member

Dick Kelley welcomed Kerry DeWolfe to the Corinth Planning Commission. DeWolfe was appointed to the Commission by the Board of Selectmen on January 23, replacing Steve Long (term ending in 2015).

New Business

Town Plan Update - to be completed by March 2016.

Subdivision Bylaws Revision - to be completed by March 2016. Tobin presented information from Strafford's Bylaws regarding minor/major subdivisions. He also recommended using Analysis of Subdivisions as a reference and will send this out to members.

Old Business

*The Commission discussed changes to the Activities Log if it is going to be on the Corinth Town Website. DeWolfe agreed to write language to use as a disclaimer and talk with Buonanduci about placement.

*The Commission discussed whether to begin including a Planning Commission signature on mylars. Kelley handed out sample templates of signature blocks. Tobin stated it was common practice to have the town's planning commission sign the mylar. It was agreed to require that the mylar be signed by the Commission as a condition of approval. Applicants will need to be informed so they can have their surveyor include a signature block on the mylar. It will be signed by the Commission Chair before being recorded. Tobin will look into ordering archival pens. A column for "mylar signature" will be added to the Activity Log.

*After consulting state statutes, 24 V.S.A. 4463 (b), it was decided that applicants will have 180 days in which to file or record their subdivision plat following approval by the Planning Commission. The change from 90 days to 180 days will be made to the Subdivision Application Part 2.

*The Commission discussed mailings. Kelley will contact Kevin Geiger for advice on notifications via certified mail, USPS or certifying letters. DeWolfe agreed to look into the legality issues.

*It was agreed that the definition of "interested parties" is anyone who attended a hearing or contacted the Planning Commission regarding an application.

*Kelley agreed to contact Sacha Pealer from VT River Management Program, for advice on including a map and/or definition of perennial streams in the proposed flood regulations. Kelley also agreed to facilitate the Public Hearing on February 19. A regular meeting of the Planning Commission will follow.

Carter moved to adjourn. Tobin seconded.

The meeting adjourned at 8:44 p.m.