



**Town of Whitingham  
Planning Commission  
June 9, 2020 Minutes**

*This Minutes will be accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Planning Commission.*

**Attending:**

*Planning Commission:* Brad Lackey (Chair), Peter Barus (Clerk), Keith Thompson

*Zoning Administrator:* Gig Zboray

**Call to Order**

The meeting was called to order at 7:03PM.

**Additions or Changes to Agenda**

Discuss question from Keith Andrews re: driveway setback

**Hearing of visitors (for concerns not on the agenda)**

**Annual Reorganization**

Mr. Lackey opened the floor for nominations.

Mr. Barus nominated Brad Lackey as Commission Chair. All in Favor. Mr. Lackey was duly elected Commission Chair.

Mr. Lackey nominated Mr. Barus as Clerk. All in Favor. Mr. Barus was duly elected Commission Clerk.

**Welcome Keith Thompson**

Mr. Thompson was welcomed to the Planning Commission.

It was noted that there is an additional vacancy on the PC yet to be filled.

**Question from Keith Andrews re: setback**

It was noted that the property under discussion is next to the Parsonage lot at 148 VT 112; that a staircase is under construction close to the property line; that Mr. Andrews is associating a purchase from the church of at least three feet of land, so that the staircase will be on the property; that Mr. Andrews seeks approval of the setback without a hearing, on the grounds that this would allow for necessary life-safety improvements; that there are three room upstairs without egress through windows, and the planned staircase will provide safe egress; that Mr. Andrews had asked whether a driveway setback would be in compliance. There was discussion. There was consensus that the staircase request is reasonable, if the cited land purchase is completed; regarding the driveway, its location was not clear.

**Approve Minutes of January 14 and February 11, 2020**

Mr. Lackey moved to approve the minutes for January 14 and February 11, 2020. Second by Mr. Barus. All in Favor.

**Continue final review of Zoning Regulations update**

Mr. Thompson's reformat of the document was appreciated. There were corrections made starting from the beginning of the document. Of note, the following:

- It was decided to remove the term "detached" and the phrase "a portion thereof" from the Dwelling definitions, and to use language from Wilmington's regulation for one-family dwellings; to add a new Definition for Hotel (see Hotel-Motel).
- A change was made under Interested Person, under (d) and (e) to change reference "(2)" to "(b)" for clarity.
- "HOTEL-MOTEL" was added to the Definitions, using language from Readsboro with modifications; remove "INN" from Article V.
- Under BED & BREAKFAST remove "and/or in an accessory structure located on the same lot."



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- Add BOARDING HOUSE as defined in Readsboro.
- Under SITE PLAN REVIEW the previous decision was noted, that the PC would do all site plan reviews; and that some site plans would not need the \$150 hearing; changed the text accordingly, and under 3.7.1, changed “approval” to “review” and add: “...for conditional and permitted uses as required.”
- Moved Section 3.3 to Section 7.5, Special Flood Hazard.

Review was completed through Article IV.

**Discuss Site Plan Review**

To be addressed under Article V next meeting.

**Discuss “Interim Zoning Measures for the Pandemic Emergency”**

(Tabled)

**Discuss proposed Clerk’s stipend change to flat rate**

Mr. Lackey moved to pay \$30 per minutes, invoiced annually, to the Clerk. Second by Mr. Barus. In discussion it was agreed that bills would be submitted for FY2019, July 1 to June 30, and annually thereafter.

All in Favor.

**Other business**

**Adjourn**

Mr. Lackey moved to Adjourn. All in Favor.

The meeting was Adjourned at 9:08PM.

**Next Meeting**

July 14, 2020, 7:00PM.

*Respectfully submitted, Peter Barus, Clerk, June 10, 2020*