



**Town of Whitingham  
Planning Commission**

**MINUTES OF NOVEMBER 12, 2019**

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

The Whitingham Planning Commission held a meeting on Tuesday, November 12, 2019 at 7pm in the Town Clerk's Office of the Whitingham Municipal Center.

**Present:** *Planning Commission:* Brad Lackey (Chair), Peter Barus (Clerk), Phil Edelstein. *Zoning Administrator:* Gig Zboray

**Call to Order** The meeting was called to order at 7:05 PM.

**Additions or Changes to Agenda** none

**Hearing of visitors (for concerns not on the agenda)** none

**Review Planning Commission budget for FY 2020**

The Commission reviewed the Planning Commission section of the proposed Town budget and suggested the following: Duplicating \$100; Legal Notices: \$150; Mileage \$1,300; Print Zoning Ordinance \$100; Postage \$250; Print New Town Plan \$200; Seminar-Planning Comm. \$500; Planning Comm Clerk Wages \$750; Supplies-ZA \$150; Windham Regional Meetings \$1,200.

**Mr. Lackey moved to approve the Planning Commission budget line-items as listed above for FY 2020. Second by Mr. Edelstein. All in Favor.**

**Discuss Planning Commission Annual Report** After review of the draft report **Mr. Barus moved to approve the Planning Commission Report as submitted. Second by Mr. Edelstein. All in Favor.**

**Discuss Draft Flood Hazard Regulation** The Commission reviewed the Draft Flood Hazard Regulation (Article 7 of the Zoning Regulation). Ms. Zboray will consult with WRC (Ms. Sabetto) about some items. It was noted that this will eventually be submitted with the rest of the draft Zoning Regulations to the Selectboard.

**Discuss definitions for Zoning Regulation** A memo was discussed, regarding a proposed subdivision, and language in the Zoning Regulations substituting "review" for "hearing". It was proposed to change the wording to: "A subdivision of one lot into two to four lots requires a permit from the ZA. A subdivision of one lot into five or more lots requires Site Plan Review by the Planning Commission. All subdivisions must meet the provisions of these Regulations, such as lot size and frontage, and state law."

**Zoning Administrator** Ms. Zboray noted the property at 732 Sadawga Lake Road obtained state wetlands and shorelands protection approval and must now file a new local zoning permit application because the project did not follow what was allowed in the original permit.



**Town of Whitingham  
Planning Commission**

**MINUTES OF NOVEMBER 12, 2019**

**Discuss vacancy** Kristen Breeden sent an email of resignation from the Planning Commission to Mr. Lackey. Ms. Zboray will post a notice of vacancy on the Town website and in the upcoming newsletter.

**Approve Minutes of October 15, 2019** Mr. Lackey moved to approve the minutes for October 15, 2019. Second by Mr. Edelstein. All in Favor.

**Other Business** none

**Next Meetings** The scheduled December meeting is now canceled. The next meeting will be January 14<sup>th</sup>, 2020 at 7pm.

**Adjourn** At 8:06pm Mr. Barus moved to Adjourn. Second by Mr. Edelstein. All in Favor

*Respectfully submitted, Peter Barus, Clerk, November 12, 2019*