Approved Minutes: Marlboro Planning Commission November 12, 2024

In attendance: Tim Segar, Don Sherefkin, Jennifer Girouard
Mary Sargent, zoning administrator, John Marinelli, zoning administrator assistant
Via Zoom: Patti Smith, Brian Potter

Meeting opened at 5:00 pm

Minutes: Minutes from October 8, 2024 approved unanimously.

Correspondence:

A representative from Windham Regional will attend our next Planning Commission meeting to discuss subdivision regulations especially in regards to conservation subdivision.

Discussions

Reviewing and Editing on Subdivision Regulations

We review the subdivision regulations and discuss proposed edits.

We review an updated version of the revised Table 2.1 as a diagrammed flowchart. We make edits and consider replacing Table 2.1 with this flowchart.

Windham Regional offers planning grants that could be useful for this process but are waiting to hear when their grant applications open which could be in a few months.

We review and discuss Table 2.2; Subdivision Application Requirements which currently operates as a checklist.

- We discuss removing the middle column of Intermediary plan and keep the first column of sketch plan and the other one for final plan.
- For Section A. Application Information:
- For Section B Plan/Plat Mapping: Suggestion that we reduce this section overall and use the following wording: “it meets requirements of survey suitable for recording in the town records and that we otherwise eliminate section B.
- For Section C Supporting Information and Docmentation: we consider cutting some of these items and instead using language that states applicants should provide “Documentation showing compliance with state regulations” such as related to water and waste/stormwater and roads.
- We left at Section D and will need to return.

In future meetings, we will want to address the definitions in the subdivision regulations as well as consider sections that are not relevant (such as 3.5 and 3.8 which could instead point to state regulations). Don provided sample language for this and we will consider drafting similar language. We should also visit the topic of costs in notifying abutters and a proposal to address this.

We also need to schedule a meeting with the lawyer Bob Fisher to review our changes.

We also need to reach out to the Select Board to discuss the Village Town plan.

Meeting adjourned at 6:58pm.
The next meeting is scheduled for December 10, 2024 at 5pm.
Respectfully submitted,
Jennifer Girouard