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Planning Board
Town of Greenfield
Preliminary Meeting Minutes
Recorded by Kathleen Carpenter
January 14, 2019

Members Attending: Angelique Moon, Robert Marshall, Rob Wachenfeld, Kat Carpenter, Ken Paulsen, Andre Wood.

Meeting Opened: AMoon called the meeting to order at 6:30 PM. KPaulsen will be a voting member. AMoon reviewed the agenda.

Review of Previous Meeting Minutes: KCarpenter read the minutes from the December 17, 2018
The following changes were noted:

Line 8: change AWood to 'Andre Wood'

Line 10: change Ken Paulsen to 'KPaulsen'

Line 12: add 'KCarpenter read the minutes from the previous meeting. The following changes were noted:'

KPaulsen moved the minutes be accepted as amended. RWachenfeld seconded. There was no discussion. The motion passed 6-0-0

Mail: RWachenfeld presented the PB Mail to the board.
SWRPC Updates

6:40pm - PCC for town of Greenfield, Aaron Patt represented the Town of Greenfield
APatt provided an overview of the application for a lot line adjustment between American Steel and the Town of Greenfield. APatt presented a survey drafted by Meridian Land Services. APatt stated that he felt a public hearing is not necessary as the application is a 'subdivision, technical' lot line adjustment and in accordance with Greenfield Subdivision Regulation, Section I. Public Hearing, a public hearing is not required unless requested by either party and is eligible for expedited review. AWood moved that the application is a 'subdivision, technical'. RWachenfeld seconded. There was no discussion. The motion passed 5-0-1. RMarshall abstained. AMoon scheduled the application for January 28, 2019. APatt will need to get the draft application to RWachenfeld for completeness review prior to the meeting.

6:55pm - KCarpenter presented to the board a request to revise the EDAC budget to \$1000.00.
KCarpenter noted that there is renewed energy and potentially 10 – 15 townspeople looking to take part in the EDAC. The first meeting will be Tuesday January 29th, 2019 at 6:30pm upstairs in the Town Hall. AMoon moved that the EDAC budget be increased to \$1000. AWood seconded. There was no discussion. The motion passed 6-0-0.

7:03pm – Adams/Higgins Lot Line Adjustment

AMoon stated that the Board has received a completed application. AMoon collected the application check for \$447.00 from Doreen Adams. AMoon read the Rules of Procedure. Dennis McKenney represented the parties and presented plats and plans to the board. Leo Brooks asked for clarification regarding what lots were impacted. AMoon reviewed the application checklist.

The board noted the following checklist items that need to be addressed:

49 Item 7: Depict driveways on opposite side of Rt 31 need to be added to the plat.
50 Item 9: Road frontage for lot R4-18-1
51 Item 11: Building setback, need waiver request
52 Item 12: Foliage, mark as N/A
53 Item 28: add note on plat that it lies totally within the Water Protection District
54 AMoon opens the meeting for public comments. DAdams, applicant, stated she is in agreement with the
55 lot line adjustment. AMoon closed the public hearing at 7:29pm. The board discussed Item 11, and
56 whether this should be listed as N/A. The board was in agreement. RMarshall moved that the waiver
57 requests be accepted. AWood seconded. There was no discussion. The motion passed 6-0-0.
58 AMoon moved that the board conditionally approve the application with the following conditions:

59 Item 7: Depict driveways on opposite side of Rt 31 need to be added to the plat.
60 Item 9: Road frontage for lot R4-18-1
61 Item 11: Building setback, need waiver request
62 Item 12: Foliage, is marked as N/A
63 Item 28: add note on plat that it lies totally within the Water Protection District
64 The three waivers have been approved as requested.
65 AWood seconded. There was no discussion. The motion passed 6-0-0.
66

67 **7:35pm – 8 Slip Rd Site Plan Review**

68 AMoon read the Rules of Procedure and the process for the meeting. The meeting was properly
69 noticed and abutters notified. Heather Peterson – Realtor, John and Austin Wheeler – Property
70 Owners discuss the application. The property was a previous 3-family residence. JWheeler has been
71 paying the sewer charge for the past 3 years. It is an existing structure, the plan is not to change the
72 footprint. The request is to convert the property to a 4-family home. The Greenfield Code
73 Enforcement Officer has been to the property and stated that the owners would need to apply for a site
74 plan review. The tax card states that it is a 2-family, the owner has been paying septic services for a
75 3-family. The square footage would allow for 4-units in the same footprint. JWheeler submits a
76 check for the application for \$107.50.
77

78 AMoon goes over the application checklist. The following exceptions were noted:

79 I. General

- 80 Item 1: 3 copies of the plat need to be submitted
81 Item 2: need a letter from the town for the additional unit to the septic
82

83 II. Submission Requirements

- 84 Item 1: all bullet items need to be put on plat appropriately
85 Item 3: all items should be on the plat as applicable
86 Item 4: all items need to be on the plat, relative distance and setbacks from abutting
87 Properties
88 Item 5: contour elevations for the lot, due to changes in parking and snow due to grade to
89 back of lot, existing drainage, etc.
90 Item 6: drainage system, utilities
91 Item 7: terrain alteration plans
92 Item 8: all items (drainage plan) need to be provided/shown
93 Item 9: water supply/well radii needs to be depicted, should show location of the pipe
94 Item 10: landscape plan?
95 Item 12: exterior lighting plan needs to be on the plat (including lighting from other

properties), if any lighting is going to be added.

Item 14: erosion and sediment

Item 15: fire access

Item 18: preliminary floor plan need to be provided

Item 20: total lot area acreage and sq ft, net lot area, existing paved area, unpaved area,

AMoon opens the public hearing. GRainier states that there should be a plat with septic hookups. He asks if there is enough capacity for the 4 units. There is a swale at the back of the property. Parking should not impact the town parking area. NNickerson of Old Bennington Rd discussed that the property was never approved for a 3-family previously. MaryAnn Grant of Forest Rd asked if it was being listed as a 3-family currently. The board discusses whether to close the public hearing or to continue, there is consensus that the board should continue the meeting. RWachenfeld will send the applicants a list of items that are necessary. RMarshall would like to schedule a site walk. AMoon scheduled the continuation of the public hearing to 7pm February 11, 2019. The board scheduled a site walk at the property for the board and code enforcement officer for 3pm January 22, 2019. RWachenfeld will notice the site walk with APatt.

9:12pm RMarshall moved the meeting adjourn, AWood seconds. There was no discussion, the motion passed 6-0-0.