Zoning Commission

Meeting Minutes

**March 9, 2020**

Present: Paul Bursic, Charlie Stevenson, Martin Conwell, Larry Jaynes, Peggy Scott, Kara Cusolito, David

 LaMoreaux

Absent: Lori Welliver, Linda Tikofsky

Others Present: Chelsea Robertson, Stephanie Yezzi (STC)

Public: one person unsigned at 7:10pm

1. **Call to Order:** 6:02pm by P.Bursic
2. **Previous Minutes:** meeting minutes from 02/10/20 were approved

 motion by P. Scott seconded by C. Stevenson Passed: Yeas: 7 Nays: 0

1. **Five Minute Public Comment**: N/A
2. **Continue Proof Reading the draft law/work in progress**

C.Robertson discussed a zone name change for the Mixed Use Zone. The zoning commission was unable to choose a new name and will be addressed later. Expansion of the Lake Front district and the Low-Density district will be made to the area around the Village of Burdett and will be updated in the proposed zoning district map.

C Roberton and the Zoning Commission recapped the following sections of the proposed draft zoning law:

 Article 10 Subdivision of land [sections 10.9 – 10.10]

 Article 11 Special Use Permits

 Article 12 Site Plan Review for Special Permits

 Article 13 Zoning Board of Appeals

 Article 14 Amendments

 Article 15 Administration

 Article 16 Remedies

 Article 17 Fee Schedule

 C Robertson stated: These reviewed sections essentially contain administrative language and is more associated with “not what we are allowed to do, but rather how to do it”. She added that “zoning in general is expensive but there can be an expense with not planning on how a town’s future is planned out”. Typically, the town’s Code Enforcement department will initially address whether a potential project conforms within a zone. The overall process will consist of efforts from the Code Enforcement department, Planning Board and Zoning Board of Appeals. Planning Boards usually meet monthly for approximately 2 hours. Area variances are much more common than use variances. Zoning law is a living document and it is recommended that amendments be considered to the zoning law on a yearly basis. Often, towns hire a planning consultant to assist with any proposed major developments. The cost of this consultation often can be recovered from the developer. Fees do not need to be expensive but should be established by the Town and put into law. C Robertson feels this proposed draft zoning law, for the Town of Hector, is not restrictive. Most of the town is within the Low-Density Rural district (LDR) which is the least restrictive of the (3) proposed zoning districts and thus most of the Planning Board and Zoning Board of Appeals work will be working with projects within the Mixed Use (MU) district and Lake Front (LF) district.

1. **New Business –** STC is conducting a training session which includes many aspects of Zoning on April 9th. The cost is $50. P.Bursic stated that the Town will reimburse Zoning Commission members that attend.

Our next scheduled meeting is April 13th. The Zoning Commission will have the final edited proposed draft zoning law in hand prior to this meeting. This meeting will be used for final review. C.Robertson suggested the zoning commission email questions prior to the meeting so that they (STC) can be prepared to answer them at the meeting. Questions should be emailed to P. Bursic prior to the April 13th meeting

The Zoning Commission and STC discussed the timeline of the upcoming public meetings that will be used to present the proposed final draft zoning law. Three or four public meetings will be held between May 10th and May 28th.

The Zoning Commission will consider using the newspaper, Odessa File and Haefele TV to create public awareness of these meetings. L Jaynes suggested the Town consider a mass mailing to the residents of Hector. P.Bursic will ask the Town about this at an upcoming Town Hall meeting.

The following zoning commission members will assist in securing venues for these public meetings:

 D.LaMoreaux – Hector Fire Hall

 L.Stevenson – Burdett Fire Hall

 P.Bursic – North East / Searsburg area

 L.Tikofsky – South East / Mecklenburg area

1. **Second Public Comment** – n/a
2. **Adjourn:** motion from D.LaMoreaux, seconded by M.Conwell at 7:56pm