

## **CORNWALL PLANNING COMMISSION**

### **REGULAR MEETING MINUTES**

April 21, 2010

Cornwall Town Hall

*(approved May 19, 2010)*

Attendees: Geoff Demong, Jim Bolton, Annie Wilson, Holly Noordsy, Jean Terwillger, Mike Brinkman

Guests: Jim Duclos, Matt Gordon, Paul Audet

The minutes of this meeting, once adopted, constitute the final order of the Planning Commission.

The meeting was called to order at 7:05 pm. Quorum established.

### **MINUTES**

It was moved/seconded to approve the minutes of February 17, 2010 as written.

### **NEW BUSINESS**

#### **INFORMAL HEARING FOR CLASSIFICATION AND DISCUSSION**

- Katherine Brande Request for Subdivision at 1645 Cider Mill Road:  
Application is for a 2 lot subdivision of an existing single lot. The lot shape is dictated by house site and soil perc tests. The applicant was asked to provide a more detailed survey for the formal hearing to include specific building envelop, well location, and waste disposal location. It was moved/seconded to classify the application as a minor subdivision. The motion carried unanimously on a voice vote.
  
- Joan Audet Request for Subdivision off of Route 74:  
Application is to create 2 lots along with a boundary line adjustment, which would benefit a neighbor. Discussion centered on Lot 1B (from survey map), which did not conform with Section 501 of the *ZONING BYLAWS* nor LDR lot depth minimum requirements of Section 300. After much discussion, it was suggest that 2 of the lots could be combined, which would create a conforming single lot, and that the boundary line adjustment would not create an issue. It was moved/seconded to disapprove the application as presented. The motion carried unanimously on a voice vote.
  
- There was discussion relating to the level of detail that is submitted with subdivision applications. The Subdivision Regulations give latitude to the CPC to require details that are part of major subdivisions. There was concern that there was some inconsistency in what was submitted by each applicant and that, for formal hearings, more details would benefit the discussions. It was agreed that Jim B. would modify the *TOWN OF CORNWALL PLANNING PROCEDURES*, which provide guidance to applicants to require details of

building envelopes and well and septic locations, and that these changes would be discussed at the next meeting.

### **OLD BUSINESS**

- A letter had been sent to the CPC regarding the absence of a record relating to an application by Jean Foote for a Boundary Line Adjustment. The application had apparently been discussed and approved at the June 2009 meeting. It was moved/seconded that the application constituted a boundary line adjustment. The motion carried unanimously on a voice vote.
  
- There was discussion relating to the current fee structure for subdivision applications deemed by the CPC to be boundary line adjustments. An application, which is determined to be a subdivision, requires a \$90 fee as part of the formal hearing. An application, which is determined to be a boundary line adjustment, requires no fee even though a plan review and site visit are often necessary by the Zoning Administrator. It was agreed that the CPC will request that the Selectboard formally assess a \$50 fee for boundary line adjustments to compensate the Zoning Administrator for his time and expenses.

The meeting was adjourned at 8:45pm.

Respectfully submitted,  
James Bolton, CPC Co-Chair