

Planning Commission
Martin Memorial Hall
5259 Route 5, Ascutney VT
DRAFT of Planning Commission Meeting Minutes
Monday April 13,2020 7:00PM

Planning Commission Member Present:

Paul Tillman

Michael Todd

Howard Beach

Fred Kowalik

Chris Whitten (Zoning Administrator)

Members Absent: Tyler Harwell

Online attendees: Nikita Lenahan

1.) Call to Order by acting Chair, Howard Beach at 7:00 pm

Howard welcomed Chris Whitten as the new Zoning Administrator, Chauncie Tillman as the new Recording Secretary and Fred Kowalik as a new Planning Commission member.

2.) Agenda Review – April 13, 2020

No changes to agenda

3.) Comments from Citizens – none

4.) Elect Chair, Vice-Chair and Clerk

Michael Todd made a motion to elect Paul Tillman as Chair

Vote – unanimous

Paul Tillman made motion to elect Howard Beach as Vice-Chair

Vote – unanimous

Michael Todd made motion to elect Fred Kowalik as Clerk

Vote – unanimous

5.) Approval of Meeting Minutes from March 23, 2020

No minutes were available at time of meeting. Michael Todd will follow up with Town Manager to make sure they were received.

Next meeting is scheduled for Monday April 27, 2020 at 7:00 pm at Martin Memorial Hall. Items to add to this agenda:

- Green Lantern is continuing with their application and would like to come and present.
- Reed hearing is scheduled for June 8, 2020.

Discussion was had with new Zoning Administrator about the various aspects the Planning Commission and he would work on together. These include:

- Planning Commission packet preparation
- Document Control
- Research
- Subdivisions (sketch, plan, review)
- Legalities of possible decisions
- Town Plan
- Discuss bylaws
- Work in conjunction with Town Manager on zoning enforcements, complaints, etc.

Chair, Paul Tillman, asked each member to come up with ideas/goals that were important to them to work on over the next year and bring them to the next meeting for discussion.

Fred Kowalik noted that the link to the Town Plan online is not working. There is an error message. Paul Tillman will follow up with Town Manager regarding the online link.

Michael Todd reviewed the Open Meeting Law for new members.

- 6.) Motion to adjourn at 8:06 pm made by Howard Beach
2nd by Michael Todd
Vote – unanimous

Respectfully,
Chauncie Tillman
Recording Secretary