

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
JULY 28, 2003**

**MEMBERS PRESENT:** Clayton Cormier, Chair; Donald La Haye, Lisa Miserendino, Jim Sanford.

**OTHERS PRESENT:** Barry Simpson, Donald Johnston, Virginia Roth & Shannon M. Hill, DRB/PC Assistant.

**AGENDA:**

- 1) 7:30 p.m. Call to Order
- 2) Approve Minutes
- 3) Land Survey Draft Plat
- 4) Sidewalks
- 5) Other Business
  - a) 2004 Municipal Planning Grant
  - b) Affordable Housing
  - c) Future Planning

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**I. CALL TO ORDER**

Mr. Cormier called the meeting to order at 7:31 PM.

**II. APPROVE MINUTES**

**MOTION by Mr. Sanford, seconded by Mr. LaHaye to approve the July 14, 2003 meeting minutes. VOTE: unanimous; motion carried.**

**III. LAND SURVEY DRAFT PLAT**

Donald Johnston of South Mountain Survey & Mapping presented a DRAFT Plat of the Municipal Complex lands. The surveyed areas included in the survey are the church, parking area, municipal building, town hall, firehouse and Blair house.

There are two areas that may need a "Quit Claim" deed in order to be resolved. These areas are:

- 1) When the Blair property was conveyed from Mrs. Blair to the Town of Warren a land survey was conducted. According to Mr. Johnston, the survey misinterpreted a prior lot description and conveyed land to the East of Town Hall instead of the land to the North. The Selectboard will have to resolve this issue with Mrs. Blair.
- 2) There are two conflicting descriptions of the Lot line on the parking side of the municipal building. The prior survey noted this discrepancy as well. The Selectboard can decide to accept either boundary.

Mr. Johnston advised the board that it would be best to get these issues resolved prior to filling a Plat in the vault. He will attend the next Selectboard meeting to discuss the issues.

Mr. Cormier asked Ms. Hill to look into whether the town had title insurance when they purchased the Blair property.

Mr. Simpson expressed interest in having the town right of way past the cemetery surveyed. Ms. Johnston will look into the Right of Way and report back to the town.

Mr. Simpson would also like a "Quit Claim" deed between the town and Mr. Lobel for the ramp, fire escape, wood stairs and stairs off the back.

#### **IV. SIDEWALK PLANNING**

The board briefly discussed the sidewalk planning in preparation for the Selectboard presentation the next evening. It was noted that the PC has not endorsed the Town Hall lighting and signage plan. They will decide which parts they would like to incorporate at a later date.

Mr. Simpson noted that the bridge design that is going to be installed on Brook Road lends itself well to adding on a sidewalk. He visited one like it that is being constructed in Lincoln and noticed bolts off the side so a sidewalk could be bolted on at a later date.

#### **V. OTHER BUISNESS**

##### **a) 2004 Municipal Planning Grant**

The board instructed Ms. Hill to prepare a generic grant application to update the Town Plan.

##### **b) Affordable Housing**

Ms. Winchell was unable to attend the meeting this evening. Ms. Hill has no updates on the Behn Road affordable housing site.

##### **c) Future Planning**

Ms. Hill informed the board about the issues surrounding the Meadowland Overlay District. She researched the initial intent and came across a description of the methodology that was used to draw the meadowland boundaries. This description clearly states, "homesteads, farm buildings, and landscapes areas surrounding or in the middle of a meadowland parcel were excluded". However, due to the scale and clarity of the map some errors were made and the line was drawn through homes.

The PC asked Ms. Hill to write up a zoning amendment proposal for the PC to review.

#### **VI. ADJOURNMENT**

**MOTION by Mr. Sanford, seconded by Mr. Cormier to adjourn the meeting.**

**VOTE: unanimous; motion carried.**

The meeting adjourned at 10:15 PM.

Respectfully submitted,  
Shannon M. Hill  
DRB/PC Assistant

**PLANNING COMMISSION**

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Clayton Cormier, Chair      (date)

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Donald La Haye              (date)

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Lisa Miserendino            (date)

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Jim Sanford                  (date)