

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
MONDAY MAY 21, 2007**

---

Members Present: Jim Sanford, John Donaldson, Lisa Miserendino, Mike Ketchel, Don LaHaye, John Goss and Nick Morehouse.

Others Present: Miron Malboeuf and Ruth Robbins.

Agenda: Call meeting to order 7:30 pm

- 1) Review & sign minutes from previous meeting
  
- 2) Review status of zoning changes and discuss moving forward with the planning, Proposed Changes after the 117 Update
  - Flood Hazard Regulations [Draft Edits 4/6/06]
  - Warren PC Memo #4: Administrative Review [4/24/06]
  - Warren PC Memo #5: Digital Plat Recording [4/24/06]
  
- 3) Other Business

Mr. Ketchel called the meeting to order at 7:28 pm.

The minutes from the last meeting were reviewed, an addition requested, and will be presented for signing at the next meeting.

The Commission members reviewed the changes to the Flood Hazard regulations discussing relevance, clarifications and spelling errors. Further study into the difference between the definition of “base flood” and the “100 year flood” will be made prior to final approval of any changes. Also questioned was weather or not the Town had a “flood management regulation” and if so when was it last enacted. Staff will follow-up.

The next topic was discussion about additional authority under Administrative Review. Emphasis was placed on making sure there was a “check & balance” as well as clarifications on exactly what could be considered for Administrative approval. Mr. Donaldson offered to draft some language that the Commission will review at the next meeting.

The members went over the draft language that requires plats to be filed electronically as well as submitted on mylar and paper. The primary purpose of this additional requirement is for improved accuracy in the Town’s mapping records. Also discussed was the creation of supporting policies and procedures that address the submission standards. Staff will contact the Mapping coordinator to obtain the proper requirements for data fields, file format and media format to include in the policy and procedures.

*In other business* Mr. Sanford reported that the “Path Summit” was successful in charting out a route with some options in those areas where permission to cross one’s land may be difficult to obtain. Having a path plan on paper will aid in securing grant money that may be available through the Scenic Byway program. Mr. Sanford also said that they attempted to minimize the use of bridges, as they would rather use what monies they had for the purchase of easements instead of bridge construction.

Mr. Malboeuf reported that the grant application for the Brownfields Phase I assessment for the Town Garage had been approved and was just waiting to be signed. He also added that the Brownfields Advisory Group was looking for participants if anyone was interested.

Mr. Ketchel informed the members that the maps for the *Natural Heritage Inventory Project* were going to be posted at the Warren Elementary School and that when school ended in June they would be moved to the Schoolhouse Market.

The next Planning Commission meeting is scheduled for **Monday June 11<sup>th</sup> at 7:30 pm**. The Commission plans to review suggested changes to the Steep Slopes section of the regulations. Mr. Morehouse stated that he would be out of town for business for that meeting.

The meeting adjourned at 9:23 pm.

Respectfully submitted,

Ruth V. Robbins  
DRB/PC Assistant

**Planning Commission**

\_\_\_\_\_  
John Donaldson                          date

\_\_\_\_\_  
Mike Ketchel                          date

\_\_\_\_\_  
Jim Sanford                          date

\_\_\_\_\_  
John Goss                          date

\_\_\_\_\_  
Don LaHaye                          date

\_\_\_\_\_  
Lisa Miserendino                          date

\_\_\_\_\_  
Nick Morehouse                          date