

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
MONDAY JUNE 22, 2009**

Members Present: Mike Ketchel, Craig Klofach, Lisa Miserendino, Don LaHaye, John Goss, and Dan Raddock.

Others Present: Miron Malboeuf.

Agenda: Call meeting to order, 7:30 pm.

1. Warren Land Use & Development Regulations – Access Road Commercial District
2. Draft of a RFP that solicits ideas for a location and design for a specifically dedicated town library building.
3. Schedule of zoning topics assigned to meeting dates (Objective to compete Review by Thanksgiving.
4. Other business:
Review & sign minutes from June 8th, 2009

Mr. Ketchel called the meeting to order at 7:41 pm.

Mr. Ketchel opened the meeting by reviewing where the Commission was in relation to their list of zoning items to go over. The Commission has set a deadline of finishing up this review by Thanksgiving in order to have sufficient time for the Select Board to review them before Town Meeting Day. At the previous meeting the Commission had discussed the Airport Commercial District and came to the conclusion that any modifications to that district needed to first be addressed in the Town Plan [which will be up for review in 2010].

On this evening's agenda is discussion of the Access Road Commercial District. Ms. Miserendino began the conversation by asking if the "purpose" statement couldn't stand improvement. Specifically, she asked if the part about it being an area of development of commercial activities for travelers was still an accurate statement. During the course of the ensuing conversation, it was noted that the Town Plan indicates that the District should not be extended (10-16). It was also noted that any extension on the east side of Rte 100 could be problematic due to the proximity to the river and the existing flood zone. In discussing the uses allowed it was discovered that "hotel" was not among those listed. Also noted was that the Christmas Tree Inn property is only partially included in the ARC District – its driveway and swimming pool.

Mr. Sanford was unable to be at the meeting but sent a few comments via email to Mr. Ketchel. Though unable to have the benefit of hearing what other thoughts were being offered, he felt that the district should remain as is as any expansion might invite strip development which he felt would be undesirable. The members expressed the thought that they might not do anything to the district – but also thought that including the Christmas Tree Inn and Condo lots and the Sundown Condominium lot in their entirety would make sense. Also adding "hotel" as well as "PUD" as conditional uses also made sense. The topic of possibly increasing the density was raised, and it was noted that the German Flats Commercial District had a higher allowed density. The question was asked if three units per acre was enough for how the Commission might like to see the district evolve in future years.

The discussion turned back to the purpose statement and a consensus was reached that they would delete "amenities for travelers" and add "residential" [...the development of commercial and residential...]. The Town Plan also calls for the ARC District to address / encourage improved landscaping, traffic calming and the arrangement of buildings to reflect a crossroads settlement

pattern. The Commission agreed to revisit any landscaping/design standards for this district until after Jim and Craig's presentation on design standards at the August 10th meeting. This was later changed to include a standard that calls for any PUD or multi unit development to provide a landscaping plan that creates screening from route 100. The Commission briefly discussed whether a change in the district name was necessary and they decided to keep it as is.

The members turned their attention to the RFP that asks for ideas on a permanent location and design for the Warren Library. Once they agreed on how it was written, they decided it would be a volunteer RFP, that it would be issued/published soon and that a month would be allowed for responses. It was mentioned that the 2006 Municipal Design Charrette resulted in where the Planning Commission envisioned a permanent library, but it was felt that the goal of getting to a permanent location needed to be kept alive, thus the RFP. Both Yestermorrow and Ms. Cox at Norwich were mentioned as entities that might be willing to lend their expertise to this effort.

The Commission then went over the schedule for the upcoming meetings along with the topics for those meetings. They are as follows:

- July 13th:** Item # 10 Meadowland Overlay District, presentation by Jim and John. [note: Mr. Ketchel will not be available for this meeting.]
 - July 27th:** Pros and Cons of Design Standards by Jim and Craig – Specifically in regard to Items # 5 WVC District and #6 SVR District. Consistency of purpose statements with the Town Plan, Mike. Review of all districts in regard to inclusion (or not) of PUDs. TDR receiving Districts – any additions?, Lisa.
 - August 10th:** Item # 6 SVR District.
 - August 24th:** Item # 9 RR District, presentation re: Density & Dimensional allowances especially in regard to housing affordability by Lisa and Craig.
 - Sept. 14th:** Item #4 WVHR District [presentation on the Waste Water System by John and Mike – Allowed Uses WVHR/WVC, Lisa and Dan].
 - Sept. 28th:** Item #4 WVHR District cont'd and Item # 5 WVC District.
- October / November TBD** [FEH and Flood Hazard Overlay District updates – Don and Dan Subcommittee]

The minutes from the previous meeting were reviewed and signed. Under new business Mr. Malboeuf told the Commission that he was refilling the AOT Park & Ride grant for the East Warren park & ride. It was noted that Mr. Malboeuf should talk to the co-op folks to make sure they were in favor of the park & ride, especially the paving. Mr. Malboeuf added that a rain garden was part of the plan to help with the stormwater run-off. Mr. Malboeuf also shared with the Board the predicament that Verizon Wireless was in with the placement of a permanent cell tower, the solution which involves a change in district boundaries or district uses. Due to the process required for zoning changes, it may take at minimum 60 days, and most likely longer to effect any change to help out Verizon.

The meeting was adjourned at 9:26 pm.

Respectfully Submitted,

Ruth V. Robbins
DRB/PC Assistant

Planning Commission

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PLANNING COMMISSION
MINUTES OF MEETING – 6/22/09

Mike Ketchel date

John Goss date

Craig Klofach date

Lisa Miserendino date

Dan Raddock date

Don LaHaye date