

**Town of Warren
Planning Commission
Minutes of Meeting
Monday, August 12, 2024**

Members Present: Jim Crafts, Macon Phillips, Dan Raddock, Jim Sanford
Staff Present: Ruth Robbins, Zoning Administrator; Carol Chamberlin, Recording Secretary
Others Present: None

The meeting was called to order by Dan at 7:08 pm.

Approve Agenda

No changes were made to the agenda.

Approval of the Minutes

The Minutes of July 22, 2024 were approved.

Public Comment

No members of the public were present to request time for public comment.

Priorities Subcommittees Updates

Discussion centered around preparations for meeting with the Selectboard. Jim indicated that he intended to provide an overview of the major issues that arose during the visioning event, in order to provide background information for the Board as they move forward with any related decision making. Jim also noted that Adam is working on a map to go along with this information.

Ruth raised the topic of communications and checking in with the Board regarding progress on having the work begin on updating the Town's web site. Dan offered a reminder that there are some ARPA funds designated for web site work.

Dan indicated that he will present STR Ordinance information for the Board; he also noted that Jeff Campbell has requested that a key box be required for those units where an owner is not present for the entire rental period and that a list of emergency contact numbers as well as instructions on what to do in an emergency (i.e., where to call when alarms are going off). Jeff provided anecdotal information regarding a disproportionate number of calls received from places where the owner is not present. Dan also spoke of checking in with the Board on next steps in proceeding with establishing an account with Granicus.

Other Business

Ruth will follow up with Michelle Bennet to see if she is interested in providing a letter of interest for joining the PC.

Some DRB matters were touched upon, with Ruth noting the appointment of new members and Jim C reporting on attending a recent DRB meeting/hearing to learn how they address applying the LUDRs to development proposals.

A meeting of the Town Garage committee was discussed, generally providing updates for the PC.

MRVPD – Dan reported that a recent meeting covered Bylaws (adoption likely at next PD meeting), completion of the Community Wellness Survey, and a discussion of recent flooding and related emergency management. There was some discussion of what Warren can do to be proactive regrading erosion, and the impacts on erosion from roads and driveways.

Adjournment

The meeting adjourned at 7:47 pm.

Respectfully Submitted,
Carol Chamberlin, Recording Secretary

Planning Commission

Jim Sanford date

Jim Crafts date

Dan Raddock date

Macon Phillips date