

MINUTES of the LAND USE COMMITTEE MEETING 11/3/2010

The meeting (rescheduled from 11/9) was held at 7 pm in the Town Hall. Present were Dedun Ingram and Stephanie Brown (co-chairs), Craig Brooks, Tom Collins, Kathy Flaxman, Lees Hartman, and Linna Barnes (Council liaison).

Minutes of the October 12 meeting: Lees moved to approve as distributed. Seconded, passed without dissent.

The committee worked on the Handbook, going through individual sections.

Additions: Dedun

Dedun noted that she had removed a lot of detail from this chapter and moved it to a proposed Calculations chapter.

Some possible additions [sorry] were considered:

- Documents/permits needed—see Permitting chapter.
- Mention of performance bond—is also in Permitting chapter.
- Something about site management, including right-of-way maintenance.
- Inspections etc. during construction—This and the previous item should be included in a short separate chapter on “What to Expect during Construction.”
- Kathy suggested that we should indicate somewhere that the official distinction between an addition and demolition/new construction is the percentage of exterior walls demolished. Dedun will add.
- Craig noted duplicate sections regarding bay windows etc. in the Additions and Decks, Porches, Etc. chapters. The committee decided that both should be kept.

Accessory Buildings: Dedun

As with the previous chapter, much detail was moved out. The section on front-loading garages was removed because it does not pertain to accessory buildings. Kathy noted that in the section “Where can I build?” residents should be made aware that it is not always obvious what part of the yard is the rear yard, or where the front lot line is. There was some discussion about what structures are large enough to qualify as accessory buildings; it was agreed to remove “animal shelter” from the list of examples.

Decks, Porches, Stairs, etc.: Tom, Dedun

We need to mention trees and water as possible concerns.

Kathy noted that as written this suggests that chimneys are considered in maximum building height, which seems not to be true; height regulations speak in terms of roof heights, although chimneys are taller than roofs. Reference to be removed? Also there is an ongoing question about projection into a side setback on a corner lot; the section as written conforms to the code as written but neither seems to make sense. Dedun has asked staff for a clarification.

Fences, Walls and Hedges: Craig, Linna

Part about trees should be removed; they are addressed separately.

Hedge vs. tree vs. bush: Craig asked if we needed to define ‘hedge’ in the code.

Hedges in back yards: are limited to 6.5 feet in height? There was some discussion of this code item, which seems unenforced. Can we just not mention? Or say “See Town Office for specifics”?

Plants in right-of-way: Okay as rewritten. Walls, fences in right-of-way: separate and redo. Stephanie will do.

We need to emphasize the need for permits and possible variances.

The committee agreed that this part of the code is in serious need of revision.

Variances: Dedun

A work in progress. The distinction between a regular and an administrative variance needs further clarification. Verbiage should be added at the beginning giving the reasoning behind variances. Dedun asked Linna to do the wording. Add some tips and friendly advice.

Trees: Stephanie

Need to add that only the Town can plant trees in the right-of-way.

With respect to this handbook, we are looking at tree issues from the perspective of development.

Glossary: Craig did and Vic is now working on.

Dedun passed out revised versions of New Houses and Permitting. Coming: Pools, Pre-PAC, Water. Dedun is working on Calculations. We have a draft of Site Management. Resources will include a flow chart. Front Yard chapter to include the 35% rule.

Assignments: For the next meeting committee members were asked to work on chapters as follows:

- Permitting: Dedun and Linna
- Front Yard: Tom
- Driveways: Kathy
- Pools: Craig
- Right-of-way: Lees
- Pre-PAC: Lees
- Water: Lees and Stephanie

Calculations, Variances, Site Management will be put off.

The Council is meeting on Wednesday 11/10 to consider the code revisions proposed by the Committee, and Stephanie asked that committee members attend if they are able.

Extra meetings will be needed to complete the committee's work. The next meeting was scheduled for Wednesday, November 17 at 7 pm.

The meeting adjourned at 9:10 pm.