

**TOWN OF WATERFORD  
PLANNING COMMISSION  
APRIL 18, 2018 MINUTES**

**MEMBERS PRESENT:** Bill Dimick; Howard Remick; Jennifer D'Agostino (clerk/alternate)

**MEMBERS ABSENT:** Dave Senio; Tom Robinson

**NON-MEMBERS PARTICIPATING:** Chris Brimmer; Steve Eddy; Irene Nagle

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Bill called the meeting to order at 7:08pm.

Bill emphasized this meeting would be spent tying up loose ends for the informational meeting and the public hearing on the new Unified Development By-Laws.

Irene presented the Planning Commission with the beginning section of the by-laws including districts recently added to the zoning regulations.

*The following discussion was had regarding each district:*

Village District

Changes were made to the original objective of: "To conserve the integrity of existing village development and maintain it as the center of activities for the Town, and to provide for medium density residential development, public uses, and limited central services and sales." To reflect: "To conserve the integrity of existing village development and maintain it as the center of activities for the Town, and to provide for higher density residential development, public uses, and limited in suitable locations in Town."

Under "Conditional Uses" the following changes were made:

- "Dwelling, Multi-Family" was added
- "Retail Sales" was changed to "Primary Sales"
- "Wholesale Sales" was deleted
- "Restaurant" was added
- "School" was added

Under "Minimal Lot Area & Dimensional Requirements" the following changes were made:

- Lot area was reduced from 2.0 to 1.0 acres
- Area/ dwelling unit was reduced from 2.0 to 1.0 acres
- 25% Lot Coverage was added

Rural Residential District

Changes were made to the original objective of: "To conserve the integrity and natural qualities of rural open space for the betterment of the community; to maintain a dispersed settlement pattern and mixed land use of a rural nature (i.e., farming, woodlot, low-density

residential, residential businesses, public uses and other scattered uses). To reflect: “To conserve the integrity and natural qualities of rural open space for the betterment of the community; to maintain a dispersed settlement pattern and mixed land use of a rural nature (i.e., farming, woodlot, low-density residential, residential businesses, public uses and other uses appropriate to a rural context).

Under “Minimal Lot Area and Dimensional Requirements” the following changes were made:

- Lot area was reduced from 2.0 to 1.0 acres
- Area/dwelling unit was increased from 2.0 to 5.0 acres

*Discussion:*

- Howard asked if the change to the area/dwelling unit would be clear to people attending the informational meeting as well as those who may not attend but want to purchase lots in this area of the ton
- Irene suggested deleting “Lot Area” and including an “\*\*\*” for the “Area/ dwelling unit” denoting the following: “The use of Conservation Subdivision Design allows for lots as small as 1 acre provided overall density remains 1 unit per 5 acres.”

#### Village Commercial District

This is a completely new land designation to the By-laws located on Higgins Hill.

*Discussion:*

- Bill asked if this area could legally include a methadone clinic. Irene suggested contacting a lawyer for an answer.

#### Resource Value District

This is a completely new land designation to the By-laws.

Under “Permitted Uses” the following stipulations were defined:

- Home occupation would be in conjunction with an approved site plan

Under “Minimum Lot Area & Dimensional Requirements”

- A defined lot area would be removed in favor of including an “\*\*\*” for the “Area/ dwelling unit” denoting the following: “The use of Conservation Subdivision Design allows for lots as small as 1 acre provided overall density remains 1 unit per 5 acres.”

*The following discussion was had:*

- Irene asked: “Do you add ‘Cottage Industry’ to permitted use?”
- Howard asked “Is ‘Single Family’ conditional?”
  - Irene and Bill suggested moving “Single Family” to “Permitted Uses” to be approved with a site plan.
- Howard asked “Is the maximum building footprint of 1000 square feet large enough?”
  - Chris and Bill suggested increasing the maximum to 2000 feet.

*The following discussion was had:*

- Irene indicated that all work on the By-laws must be complete by May 31<sup>st</sup> due to grant stipulations.
- Conservation sub-division standards would be the next step of the project provided more funds are available.
- Irene suggested that the Agriculture Overlay District be concurrent with prime Ag and state standards for soil classifications.
  - Both Howard and Bill emphasized the importance of protecting the agricultural resources in Waterford.
- Irene suggested a more in depth study of where lands are being used for agriculture.
  - For now, the concept of agricultural overlay should be based on soils with understanding that there will be a second study on how land is being used to define the boundary.
- Chris will clean up any issues with the glossary and definition sections of the By-laws.

*The Informational Meeting and Public Hearing were discussed:*

- A certified mailing to adjacent towns will need to be created and sent 15 days prior to the public hearing.
- Postcards announcing both the Informational Meeting and the Public Hearing will be created by NVDA and forwarded to Jen for printing and mailing.
- Bill will request an extra \$300 to continue the process and in order to conduct the post card mailing.

*The following timeline was created:*

- 5/2/18- post cards will be mailed.
- 5/9/18 at 7:00pm- Planning Commission will meet to discuss final changes to the By-Laws.
- 5/16/18 at 7:00pm- Informational meeting to be held at the Fire Department.
- 5/31/18- all work will be complete on the Unified By-Laws.
- 6/20/18 at 7:00pm- Public Hearing regarding the Unified By-Laws.

Irene will send out a press release regarding these dates.  
Jen will ask Jessy to post these dates on the Town website.

Howard moved to adjourn the meeting  
Jen seconded the motion.  
Meeting adjourned at 9:04pm.