

**THIS IS AN UNOFFICIAL SUMMARY OF THE MEETING. PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.**

Date: September 23, 2016  
To: Sue Desruisseaux, Town Administrator  
From: Jonathan O'Rourke, Planning & Zoning Administrator  
RE: September 22, 2016 Planning Board Meeting

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Present were: Chairman Barbara Griffin, Vice Chairman Philip D'Avanza, James Raymond, Kimberly Peace, David Pierce - Selectmen Rep, Gail Labrecque, Jonathan O'Rourke - Planning and Zoning Administrator, Darrell Halen - GTV.

Absent: Michael Conlon, Tim Redmond

Meeting convened at approximately 7:00 p.m. All members present were voting members.

**Board members voted to approve the Minutes of September 8, 2016**

**Motion** to accept matrix as presented

**Motion** carries

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- None

**WORKSHOP**

**Discussion topics include but not limited to:**

- Previous changes to Zoning Ordinance - parking changes, etc...
- Application not complete until Engineer/DPW Signs off on application?
- Currently TRC not required, require TRC before application is considered complete?
- Any definitions that need attention?
- Page 47 of Zoning Ordinance - should add a section 5.2.9 "hanging paragraph"
- WSWC district: Planning Board for outer 50', ZBA w/no wetland scientist or inner 50'
- Impact Fees: Should we look at these?
- Accessory Dwelling Units

**Section 8 development regulations section 7. 4 driveway standards**

**The meeting adjourned at approximately 8:00 PM.**

Next PB meetings: 13Oct2016, 27Oct2016, 10Nov2016, (17Nov2016-Workshop).

Respectfully submitted,

Jonathan O'Rourke, Planning & Zoning Administrator