

**Town of Groveland
4955 Aten Rd.
Planning Board Minutes
October 22, 2018
7:35 to 10:25 PM**

Members Present:

Seth Burnette, Chair
Mitje Raschi
Frederick Ingalls, Jr.
Randy Clymo
Roxanne Adamson

Code Officer:

Ron Maxwell

Excused: Kathleen Gurak

1. CALL TO ORDER:

The regularly scheduled October Planning Board meeting was opened at 7:35 PM by the Chair. Chair Seth Burnette had phoned Kathleen Gurak in hopes that the entire board would be present to work on revising the Town zoning code. In her place, Roxanne Adamson attended this evening's meeting as alternate for Kathleen Gurak. CEO Maxwell arrived a few minutes after 7:30 PM (after notifying the board).

2. REVIEW of the SEPTEMBER 24, 2018 UNAPPROVED PLANNING BOARD MINUTES.

Chair Burnette requested that board members consider the above minutes. These were reviewed briefly.

Randy Clymo made the MOTION for APPROVAL of the September 24, 2018 Planning Board minutes as presented.

Mitje Raschi SECONDED the Motion.

All in favor: Randy Clymo, Roxanne Adamson, Mitje Raschi, Seth Burnette, and Frederick Ingalls, Jr.

Opposed: None.

Abstained: None.

MOTION CARRIED.

3. CEO REPORT.

Board members briefly discussed Don Barber's timing for his subdivision. The Secretary said he had reported to the office that he was unable to secure a definite day for completion of his survey. Due to this uncertain timing, CEO Maxwell suggested the Planning Board do a motion stating the Town deadline for survey and paperwork.

Considering the County deadline and new submittal deadlines at the newspaper, that date would be October 29. This is necessary for a Public Hearing at the November 26th Planning Board meeting. Otherwise, the subdivision hearing will be postponed until January.

Roxanne Adamson made the MOTION to inform Mr. Barber when the necessary materials must be submitted to the Town in order to schedule a November Public Hearing.

Randy Clymo SECONDED this Motion.

All in favor: Randy Clymo, Roxanne Adamson, Mitje Raschi, Seth Burnette, and Frederick Ingalls, Jr.

Opposed: None.

Abstained: None.

MOTION CARRIED.

The Secretary will send Mr. Barber a letter regarding this deadline and informing him of the next possible hearing date after the November meeting.

Chair Burnette then requested a report from CEO Maxwell. R. Maxwell reported that he is working with the Town Supervisor on the pavilion at Ambuscade.

4. REVIEW of the TOWN ZONING ORDINANCE.

Board members again discussed subdivision wording. The possibility of expanding on documentation needed to prove a parcel has not been subdivided since 1987 is difficult. CEO Maxwell voiced the problem with crafting new wording is due to Groveland being unique among towns in its handling of initial subdivisions. Board members want to be sure an applicant understands the process when making an application. It may be very difficult to change wording due to the scarcity of parcels yet undivided.

Other changes to the code had been made in August of 2016 but were incorporated into the code marked July 2013. Neither subdivision or agricultural district wording had not been dealt with yet.

Work on the code continued through the remainder of the meeting. The Secretary will make the changes in preparation for the November 26th Planning Board meeting.

5. NEW BUSINESS/ANNOUNCEMENTS.

There was no other business to conduct or announcements.

6. ADJOURNMENT.

There being no other business, Chair Burnette called for adjournment.

Frederick Ingalls, Jr., made the MOTION to adjourn at 10:25 PM.

Mitje Raschi SECONDED the Motion.

All in favor: Randy Clymo, Roxanne Adamson, Mitje Raschi, Seth Burnette, and Frederick Ingalls, Jr.

Opposed: None.

Abstained: None.

MOTION CARRIED.

Respectfully submitted,

Diane McMullan, Secretary
Planning Board

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