

**Durham Planning Board
Meeting Minutes
June 4th 2014**

Call to Order: Chairman Joe Tomm called the meeting to Order at 7:00 p.m.

Members Present: Chairman Joseph Tomm, Anne Torregrossa, John Ackerman. Associate Michael Fitzpatrick will be a voting member tonight. Vice Chairman Todd Beaulieu, Mindy Woerter excused.

Also Present: Jill Toher, Admin/Secretary.

Establishment of Quorum: Chairman Tomm announced a Quorum has been met with three (3) members and one (1) associate member present.

Public Present: William Judd Grimes, Map #1, Lot #23, 1741 Royalsborough Road.

Pledge of Allegiance: Completed.

Amendments to Agenda: Discussion on June 18th 2014 Ordinance Review Workshop and discussion as to whether there will be a quorum for the July 2nd 2014 meeting.

Acceptance of Minutes: Board members discussed the wording of paragraph six on page two of the May, 2014 Minutes, and it was the consensus of the Board to make three edits as proposed by Anne Torregrossa as to how the paragraph is worded.

Anne Torregrossa Moves to Approve the Minutes of the May 7th 2014 meeting as amended. Michael Fitzpatrick Second. Motion Carried.

Informational Exchange:

Officials: Codes Official Paul Baines: Chairman Tomm welcomed and introduced Paul Baines as the new Town Codes Official. Codes Official Baines announced the hours he will be available to residents. The days and times Mr. Baines will be available is posted on the Town Website, listed in the weekly Durham News Blast and the weekly Tri-Town News.

Residents/Non Residents: William Judd Grimes, Map #1, Lot #23, 1741 Royalsborough Road personally appeared to discuss the Conditional Use Permit he was granted on June 5th 2013 to add a bay to the back of his garage for a commercial farm stand, which has not been done. He stated he built a separate building and would like to move the commercial farm stand into the new facility.

Codes Officer Baines clarified the details of Mr. Grimes' request. The Board reviewed information contained in the June 5th 2013 conditional use file. PIT Ricker supplied the Board with a copy of the Minutes for June 5th 2013. A general discussion followed.

After review, it was the consensus of the Board and Codes Officer Baines that using the new structure would result in no impact to the previous Board decisions pertaining to the conditional use of the property.

Mr. Grimes agreed to supply all additional permits granted by other entities to be filed.

New Business: None.

Continuing Business: Brown Family Subdivision: Chairman Tomm advised that the Brown Family Subdivision file had been located and had been mis-filed. Chairman Tomm paraphrased a letter he is sending a follow-up letter to the Estate of Donald Brown to them advising the content of their file is complete, noting the Mylars were picked up by a family member in 2013.

Other Business: Chairman Tomm advised that he will not be able to be present at the Ordinance Review Workshop scheduled for Wednesday, June 18th 2014 and is currently unsure whether Vice Chairman Beaulieu will be available on June 18th 2014. Anne Torregrossa suggested that the Ordinance Review Workshop be tentatively scheduled for Wednesday, June 25th 2014 at 6:30 p.m., providing Todd Beaulieu and Mindy Woerter will be available.

Chairman Tomm polled the Board members as to whether each would be available for the regularly scheduled July 2nd 2014 meeting. No one present had a conflict.

Chairman Tomm advised Secretary Toher has provided each Board member with a copy of the Back Lot Development Ordinance as Amended on April 5th 2014 at the Town Meeting. He requested that Board members insert the copy of this Ordinance into each member's Ordinance Book. Copies of the Driveway Entrance Ordinance and updated Zoning Map dated March, 2004 prepared by AVCOG were also supplied.

Chairman's Comments:

Chairman Tomm announced the following:

- a. **Land Use Ordinance WORKSHOP for June to be announced.**
- b. **Next Meeting – Wednesday, July 2nd 2014 at 7:00 p.m.**
- c. **Applications Due – Monday, June 28th 2014 by 4:30 p.m., at Town Office**
- d. **Land Use Ordinance Workshop is tentatively scheduled for July 16th 2014 at the Town Office beginning at 6:30 p.m.**

Adjournment:

Chairman Tomm Moves to Adjourn the regular meeting and convene the Ordinance Review Workshop at 7:45 p.m. Michael Fitzpatrick Second. Motion Carried.

Meeting Adjourned at 7:45 p.m.

Respectfully submitted,

Jill S. Toher, Secretary