



## Townsend Planning Commission Meeting Minutes

**May 8, 2019**

**Meeting @7:00 PM**

### **7:00 pm – Planning Commission Meeting**

- I.** Call to Order – called by Troy G.
- II.** Opening Ceremonies
  - a. Roll Call – present Troy G., James R., Sheryl R., Tom M., Emily W. (will be late)
  - b. Pledge of Allegiance
  - c. Visitor Acknowledgement – none present
  - d. Announcements - Tom M. will be resigning from Planning Commission at the end of this meeting
- III.** Additions/Deletions to Published Agenda
- IV.** Approval of following Meeting Minutes
  - a. April 10, 2019 - motion to approve Sheryl R, seconded James R.,
    - Sheryl R. – aye, James R. – aye, Tom M - aye
- V.** Proposed meeting schedule – will be covered under IX
- VI.** Follow up on survey implementation for 2019 (Sheryl R.)

Sheryl R. reports Survey monkey was turned off and needs to be relinked and started back up. Still holding at 82 responses. Tom will check with office tomorrow. Sheryl sending Tom the link for update to survey monkey
- VII.** Tracking of possible revision of Zoning Codes

Tom introduced packets of changes that may be of interest to all in changing Zoning code. Troy mentioned that in some part it may be part of Comprehensive Plan. Discussion about how code is affected and where zoning is on Townsend Acres. Question of what is the status of the zoning of Townsend Acres. Tom M. to check on. Discussion about what is process and where is minutes of the Council meeting. Undecided as to what Townsend Acres zoning status is. Unable to find Council minutes of 4/10. Need to invite Anthony (town manager) to meetings. Discussion about open areas, grading, and sunsetting problems. Emily explained wetlands and storm drainage in detail and possible avenues for us to track. Emily explained the retention pond behind the town hall. Discussion of NCC's open space, grading and sunsetting provisions. Emily passed information that the stormwater regulations were just updated and had not had a chance to review. Possibility of more annexations in the future.
- VIII.** Discussion and review of flowchart and responsibilities - Some had not seen the last flow chart from Edwin. Tom resent to all.

- IX.** Update of State Planning Coordination assistance – meeting set for May 22 at 1 pm in Dover Office of State Planning – Troy and Tom will attend. Troy shared the information from Traci Arndt. She will be able to answer a lot of the questions about what is needed for the Comprehensive Plan and the faint possibility that we may get an extension.
- X.** Discussion of year-end report – Tom said that new Town Manager Anthony Mangeri has last years report and Tom will discuss it with him tomorrow
- XI.** Discussion of Comprehensive Plan and possible scheduling for meetings – the scheduling of meetings will take place after the meeting with State Planning. Everyone still having scheduling issues. (Emily left at this point)
- XII.** Citizens Comments & Participation – Anthony Franco was present for a few minutes earlier.
- XIII.** Adjournment – motion to adjourn, Tom M., seconded by Sheryl R. vote aye – all

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TAM

Planning Commission