

ZONING ADVISORY COMMITTEE (ZAC)

◀ Minutes of Meeting ▶

Meeting Title	: Zoning Advisory Committee
Date	: December 3, 2008
Time	: 7:30 PM
Place	: Cordaville Hall
Chair Person	: Don Morris, Dana Cunningham
In Attendance (Cttee)	: Don Morris, Dana Cunningham, Steve Davis, Mary Hynes, Sam Stivers, Ben Stevens, Judi Barrett, Angela Insinger, Sal Giorlandino, Kathy Bartolini, John Leeds, Nancy Vargas, Vera Kolias
Also in Attendance	: Jack Bartolini, Bill Pezzoni
Absent	:
Agenda	:
Minutes Submitted By	: VK
Minutes Submitted On	: 12-4-08
Next Meeting	: Date: 1/7/09 Time: 7:00 PM Place: Cordaville Hall

Decisions:

#	Decision
1.	January meeting will be the all-boards meeting
2.	1 st public meeting will be February 11, 2009
3.	Meeting minutes of November 5, 2008 were approved

Action Items:

#	Action Item	Owner	Status	Due Date	Comments
1.	Continued work on zoning diagnostic	Judi Barrett		Mid-January 2009	
2.	Proposal for the February 11, 2009 public meeting	Judi Barrett		Prior to January ZAC meeting	

Carry-Over Items for Next Meeting:

#	Description
4.	
5.	

Meeting called to order at 7:30 PM by the Chair.

◀ Minutes of Meeting ▶

There was a discussion on the public participation plan memo from Judi Barrett as follows.

1. It was decided that an All-Boards meeting (Planning Board, ZBA, Conservation Commission) will be held prior to the completion of the draft zoning diagnostic report. The date for this meeting will be the usual meeting date of the ZAC on January 7, 2009. The ZAC will meet at 7 p.m. to discuss the goals and objectives of the February 11, 2009 public meeting, followed by the All-Boards meeting at 7:30 p.m. Vera will invite the Boards to this meeting and will inquire as to whether or not cable would be able to record the meeting.

The All-Boards meeting will focus on key questions and key recommendations from the Master Plan. This meeting, along with other stakeholder meetings, is critical for the zoning diagnostic report. The deadline for the draft zoning diagnostic is Mid-January; the ZAC will review and discuss the draft at the February 4th meeting. The March meeting will consist of final comments on the report.

2. The first public meeting will be held on February 11th to present the overall project, process, and discuss the draft diagnostic report (inconsistencies and relationship to the Master Plan) and summarize selected points from the diagnostic report as context for more detailed, subsequent discussions.

3. There was discussion about the April 2009 Annual Town Meeting and whether or not the ZAC should present a housekeeping article or simply make a presentation. It was decided that the ZAC would: 1) have a staffed table at town meeting with clear and informative handouts; and 2) work with the Board of Selectmen and the Town Moderator to arrange for the ZAC to make a presentation at the beginning of town meeting.

4. The following was determined to be the schedule of public meetings in the spring 2009:

Villages: April 29th
Regular ZAC meeting: May 6th
Route 9: May 13th
Regular ZAC meeting: June 3rd
Community Character: June 10th

5. It was determined that the subdivision rules and regulations update would be slightly behind the zoning bylaw update and that a more specific, longer-term project schedule would be reviewed in June.

6. There was discussion regarding updating the zoning by-laws for penalty violations.

◀ **Minutes of Meeting** ▶

VOTED: To adjourn at 9:00 PM