

Cambridge Planning Commission Meeting Minutes- DRAFT until approved in subsequent PC meetings.

Start: 6:40pm. August 17, 2015

Attendees: Werner B, April E, Richard W, Michael M, Jill R, Doug B, Brian A.

DRB attendees: Kathy Johnson, John Wood, Dave Fay, Andy Hoak

Review past mtg minutes: July mtg minutes were reviewed and approved w/out changes.

The group commenced with a lengthy discussion on the existing Subdivision Bylaws that were recently updated by the PC, accepted by the selectboard and are being implemented by the DRB.

The revisions are good as they provide greater clarity for the DRB to do their job. They are less ambiguous now, and that is appreciated. Specifically- language around the roads, driveways was pointed to as an example of greater clarity in the new regs.

While many updates were viewed as especially useful, the DRB expressed interest in additional changes that would further clarify the work they do and the roles, responsibilities and processes for success.

Areas of interest for further clarification include:

- Section 1.02, (B), #3- Modify existing language to this: Creation of permanent easements and/or rights-of-way. Eliminates possible frontage requirement loophole.
- Add language added that specifies the A.O. process if a final inspection is deemed unsatisfactory. How is unsatisfactory inspection recorded if not fixed by the subdivider? How do we show there is no certificate of completion on the title deed?
- Final Plat application requirements should include all requirements of the sketch review in addition to final plat requirements. Section 3.02, (B)
- Add language that final Plat also includes meets and bounds information. Section 3.02, (B), 2
- Add language that Final Plat required documents include proof of Act 250 application/review. Section 3.02, (B), 4
- Add language that clearly states, upon satisfactory final A.O./Road foreman inspection, the subdivider's engineer shall issue the cert of completion to be recorded by the A.O. Section 3.02, (J)
- Add "driveways" to: "Prior to any sale of any lot, all [driveways], shared driveways, private roads..." Section 3.02, (J)
- What is the process once a one year lapse/deadline for successful approval has been passed?
- DRB would like certain boundary line adjustments to be approvable by the A.O. and not require full review by the DRB. Suggested to use language similar to the State Wastewater regs regarding % of property affected as threshold for DRB full review.
- **Richard W** is concerned that many in town are unaware that the 2005 Cambridge Town Road Ordinances have been replaced by the State of VT's "Orange Book" road and bridge standards. These were adopted by the selectboard- though no one seems sure as to when this happened. **Doug B** sent an email asking for clarification as to when this occurred. **Richard** is concerned about the actual name of the document as referenced in the subdivision bylaws. We agreed that it is important to be sure everyone in the municipality (DRB, Selectboard, Town Clerk, etc.) is

fully aware that the Cambridge Town Road Ordinances are not the 2005 version, but are now the State of VT "Orange Book" version. It was suggested that we consider making the road ordinance reference in the subdivision bylaws more clear.

- **Jonathan Wood** brought up concern about the requirement for all subdivisions to have road frontage. We might want to consider allowing a road frontage waiver when the subdivision is stated as being for Conservation, Ag. Forestry (and maybe recreation) as opposed to actual development.... We will **ask Seth J** at LCPC about this. Section 4.01, (A), 2

Michael M will approach the selectboard to ask if we can begin another subdivision revisions public process with warned public meetings.

Review agenda- no added items

Review Mail: not done

Meeting adjourned at appx. 8:40. Richard W voted against ending the mtg.