

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

Start: 6:40. December 12, 2016 Attendees: Richard W., Werner B., Michael M., Jill R., Seth J., April E.,

Steven Zajchowski to interview for AO position.

Review past mtg minutes: Nov Mtg minutes – Richard wants us to know he sent a link of information about the planning zoning forum and the minutes can be updated to state that. All in favor and approved.

Review Mail: No mail of consequence.

Admin Officer interview with Steven Zajchowski: Lives in Jeffersonville now, worked in Forestry for a while then into Construction. Interested in part time work, lives nearby and similar to other jobs before he was a selectman in Bolton before. Familiar with maps, plats and with subdivision regulations. We asked if any experience being on a job site where a design was not what was being completed and how would Stephen deal with that – especially with frustrated town's people. He assured us he does not yell or get angry but would be even toned and report what the regulations state as the rules. Steven has worked on current use program implementations but not as familiar with Land Use. Steven asked about the amount of time and when he would need to be working. Steven asked about training and shadowing the current officer to learn the job. We thanked Steven and told him we have to nominate and then the select board will discuss the wage with him too if selected.

We have not heard from or seen Brian A in a couple months. Michael M will reach out to him directly to see what's up. Michael did again and no answer.

As we a short at least one volunteer for the PC, the **PC members** are asked to think about people they might know who would have interest in volunteering and invite them to a mtg.

Review Subdivision Regulations: We will further discuss with the DRB if there should be a minimum amount in boundary adjustments that would trigger the process thru the DRB. All of Seth's changes are reviewed and cleared. Going thru Carroll Peters changes; we feel the three locations need to be defined and specific including both Cambridge PO, Jeffersonville PO and the public road frontage of the parcel going thru the application. Werner suggested a location on line as well; we need to check with Mark Schilling to see if he can accommodate this request, **Michael will ask.**

Regarding "All lot lines within 500 feet of the proposed subdivision shall be depicted." being removed was discussed. Seth understands the reason but we are sensitive to the cost of the survey work and it is always helpful to have more information but can we just clarify the wording to cover all perspectives? Seth needs to work on this one a bit more and get back to us. Possibly " all abutting lots within a maximum of 500 feet."**Seth will follow-up.**

Regarding changing the word Lane to Road and doubling up the numbers on the table. Seth can make a two column chart to clarify and keep lane width and road width. **Seth will update.**

Regarding who can sign the final mylar acceptance, Carroll suggested either the AO or the DRB chair but **Seth will contact the cities of leagues and towns and check.**

Regarding Carroll's email about adding a statement of fees being paid at the time the application is submitted being added to the DRB subdivisions and we agree it needs to be added to the section about fee's to be paid as part of a complete application. **Seth will add and clarify at the time of application.**

The Cambridge Planning commission has nominated someone for the AO position for the select board to further review.

Meeting ended at 8:30pm.