

## Washington Planning Board

### Meeting Minutes

September 5, 2023

- 0.0 Assembly: 6:30PM, on 2<sup>nd</sup> floor of Town Hall
  - 0.1 Members present: Crandall, Douglas, Martin, Revane and Schwartz on FaceTime
  - 0.2 Alternates present: Florence, Kluk
  - 0.3 Visitors: Scott Nazarian, Donna Bowen and Cathy Carlson

Crandall called the Meeting to order at 6:30PM.

- 1.0 **Minutes: August 1st Meeting** – Crandall asked if any changes were needed in the minutes, Douglas has a few comments/questions. In 3.1, he asked about the mention of a “down arrow” in the application and this was as proposed. In 3.3 he asked that the second “going” be removed. In 3.6 he asked that NEMBA acronym be spelled out. Schwartz will make the corrections. Douglas made a motion to approve the minutes as corrected, Crandall seconded the motion. All voted in favor.

## 2.0 New Business:

- 2.1 **Scott Nazarian, Donna Bowen and Cathy Carlson** – Schwartz said that Nazarian had called and asked to be put on the agenda regarding a lot line adjustment or annexation. He didn’t show up in August with his application but the group is here tonight to discuss their proposal with us. Nazarian said that they are proposing to do a land swap between their properties in LAE. Nazarian owns TM 14-138 on Presidential and Madison Drive and and Bowen and Carlson own TM 14-124 on Madison Drive. They explained what the change would be and showed the annexation plan drawing done by Peter Mellen. The Bowen/Carlson property would pick up 31,502 square feet of land abutting their property and Nazarian would pick up 31,502 square feet of property abutting his property. The resulting lots would be equal acreage with no change in size. Revane said that new deeds will need to be written and recorded after the annexation is completed. Schwartz asked about any mortgages on the properties. Bowen said her mortgage company was confused about what they were doing and only want something from the town. The application was provided with a copy of the plan. Crandall went through the checklist. The deeds to the properties were not provided but both parties said they would provide them by email. Bowen said they would get the mylars from Peter Mellen for the hearing. Douglas asked about any LAE restrictions with annexations. There are none. Schwartz said we don’t need the annexation deeds now, they can be done later. There being no objections from board members we set a Public Hearing date for our October 3<sup>rd</sup> meeting at 6:30PM. Schwartz will notice for the hearing.

## 3.0 Old Business:

- 3.1 **Driveway Regulations** – Crandall commented that Florence did a great amount of work on this document, so he asked Florence to explain what he had done. Florence had 3 documents for us; the LUO update and the driveway application were both updated with requested changes after our last meeting and the new Driveway Regulations document which is the foundation for what we are doing. In this document he had merged our old application, the new application and

Goshen's well written section on driveways. Schwartz commented that this would replace our present Driveway Policy document. Crandall commented up front that he thinks we should drop regulation on private roads as we don't do it now and he doesn't want to start. He felt that if he lived in LAE he would oppose it. Kluk feels Thayer will have a big problem with it also. Revane commented that when these pass any association can use the regulations. Crandall made a motion to drop "private roads" from the documents, Schwartz seconded the motion and all voted in favor. Florence will update the documents. Douglas said he had some "legalese" questions. He asked about the use of the term "highway" instead of roadway. Florence said that it is used interchangeably. Douglas asked about using "must" or "shall", we discussed and decided the terms are the same in legal language. In 6-D he asked that we remove "trucking" and replace with equipment, all agreed. In the section on applications there were a couple of blanks to fill in; the application form goes to the Planning Board and the fee is paid to the Town of Washington. Douglas asked about all-season safe sight distances and wanted to know why we don't just use 400'. Schwartz said that Thayer makes the judgment for each proposed driveway. Douglas asked about 9-D and why only 3 driveways if you have in excess of 500' of frontage. We discussed and Schwartz said this is a state standard. Douglas asked about minimum widths in section 10, he thinks 8' is narrow. Schwartz said that the section also says that it needs to be wide enough for emergency vehicles. Discussion followed concerning 10-A and 10-C and whether they should be together in one section. It was decided to keep as written. In 11-D we discussed the wording, in 11-E we added "specified by the Director of Public Works" and "as amended". In section 13 Douglas asked that the "Dig Safe" phone number be added, all agreed. Douglas asked about Performance Bonds and who sets these, Schwartz said that Thayer does this. Two typos were pointed out; Section 17 had "installed" twice and section 20 had "and" for any. In section 21 it was decided to add "Driveway Design and Construction" to the LUO 307.2 reference. Kluk mentioned a missing piece in the Temporary Driveway section 6. She suggested adding 6-H to say temporary driveways must be removed at the end of the permitted period, all agreed. Kluk asked about the Permit to Excavate and should it be added to section 11 Drainage. Schwartz commented we should ask Thayer where he wants it. Revane commented that there is a large section on temporary driveways but not much on new driveways. We discussed and think that new driveways are covered by all the documents. Crandall asked to move on to the proposed LUO, he asked that the definition be removed for Private Road, all agreed. On the application document Schwartz asked about the blue box (drawing area) and said that the color makes it difficult to read the words. Florence will remove the blue. This ended the discussion on the documents, Florence will make the agreed on changes and send out a version to members. Crandall will meet with Thayer to run the documents by him and get his comments.

- 3.2 Town Center Vision project** – Crandall presented a new plan for the driveway and access around the Town Buildings. He said that the stair/walkway was removed from the plan. He said that the grass on the common would be expanded and there would only be a walking path in front of the Town Hall. Florence asked about the parking for the Church. Crandall said there are 2 spaces on the right side of the Church and more parking down below, the temporary parking will be removed and grassed over again. Martin asked about the crosshatching space on the drawing behind the buildings. It is the leach field and where the playground equipment is now. Revane said that the playground equipment is staying and it can't be removed because it was bought using a federal grant. Schwartz said that

- Jed Schwartz and Dick Griffith got the grant in the 1980's. Crandall said there will be a learning curve with this plan but people will get used to it. Crandall said that for the Library adjacent property the group got quotes from Reed's Ferry and then also from Mike Carter for a custom build. He said that Carter will remove the existing building and replace it with a new 14'x16' building (on the same foundation) with a roof extension on the right side for a sitting area for similar money. The garden has been staked and they have a cost for fencing around it. Crandall said that the BoS were amenable to doing this in the fall. Revane said there is now a stumbling block with the question of oversight for the property and the community garden. He feels the property hasn't been designated and there needs to be a go-to person. Schwartz said that Arin Mills is the coordinator of the Community Garden. Kluk said the property was bought as town property so the Select Board has oversight. Revane said they have talked to Parks and Rec about it. He said they may take the playground at this location off the table and make it a more all-ages recreational area. He thinks we may need a town vote to designate it or at least a hearing, the BoS is researching the issue. A discussion of Wayside Park followed. Crandall said that the committee will continue to meet.
- 3.3 Master Plan** – Douglas said he hasn't done anything yet but would like a meeting with Kluk to discuss how she got things rolling. Schwartz mentioned Jed Schwartz as a possible member of the MP subcommittee.
- 3.4 ZBA Report** – Florence said that they had a second public hearing in a row where the measurements given have been wrong. He is not sure if it is being done on purpose or it is an honest mistake. He said that people on small non-conforming lots are having a lot of difficulty doing much of what they want on their lots. There is a lot of project creep, increased impervious surfaces and they need lots of variances. Schwartz asked if they are getting the state Shoreland permits that are required. Revane said they are allowing people to get their variances before going to DES for permits but they aren't allowed to build without everything in place. Florence said the recent case was a split decision by the ZBA in granting the variances. Revane said the the BoS is waiting for a lot of paperwork before they approve the building permit.
- 3.5 UVLSRPC** – No report.
- 4.0 Unresolved Business:**
- 4.1 Crestwood Business Permit** – We received Chidester's permit paperwork for his business move to his new location. Crandall said the application and provided materials were thorough and complete. We will schedule a Public Hearing for this at our next monthly meeting, October 3<sup>rd</sup>. Schwartz will notice for this. We will need to have a site walk before the hearing.
- 4.2 Bruce Putnam Business Permit** – No contact with him.
- 4.3 Zach Ordway – Business permit** – A letter was sent and he has until the October meeting to get his paperwork in.
- 4.4 Phil Byers Business permit** – Schwartz sent him an Exemption to the Site Plan application and we are waiting for its return.
- 5.0 Driveway Permits:** None
- 6.0 Mergers:**
- 6.1 Fleury, Long Pond Road and Bailey Rd, TM 20-92 and TM 20-101.** Schwartz said that she received the paperwork and deeds for the properties and before we can merge the properties we need a corrected deed for the lot they purchased from the town. We are waiting on the deed.

**6.2 DeFosse**, 14 Lookout Point Road, a three lot merger, TM 24-65 TM 24-45 and TM 24-44, The deed was provided for the three tracts and the fee was paid. Kluk asked if we needed an easement for the road between the lots and Schwartz said no, that we merge contiguous lots across roads. Schwartz said that all the paperwork is in order. Revane made a motion to approve the merger, Crandall seconded the motion and all voted in favor. Crandall signed the application with the new lot number being TM 24-65 and Schwartz will send to the Registry of Deeds.

**7.0 Communications:**

**7.1** Copy of Intent to cut form for TM 11-8, Graham on Old Burbank Road.

**7.2** Request from UVLSRPC regarding Planning and Zoning book order with a due date of August 25<sup>th</sup>. Schwartz ordered 7 books.

**8.0 Date for next Planning Board meeting – Tuesday, October 3, 2023, at 6:30PM, in the upper hall at Town Hall. The Public Hearings will precede the regular meeting.**

**11.0 Adjournment:** Time: 8:26 PM

Motioned by Douglas, seconded by Martin, all voted in favor.

Respectfully Submitted,  
Nan Schwartz