

Washington Planning Board
Working Meeting Minutes - Draft
July 28, 2023

- 0.0** Assembly: 9AM, on 2nd floor of Town Hall
- 0.1 Members present: Crandall, Douglas, Martin, Revane and Schwartz
 - 0.2 Alternates present: Florence, Kluk
 - 0.3 Visitors: None
- 1.0** Crandall called the working meeting to order at 6:30PM. He stated that we are meeting to discuss codifying the Driveway Regulations into the Land Use Ordinance. Florence said that what we are proposing is more subtle but is essentially the same thing. He spoke about the draft document that he and Kluk have been working on. They have revamped the driveway application and the regulations will replace the policy document. Kluk spoke about the things they wanted to put in each. She said it delineates between the curb cut and the driveway itself. There are some open questions that we need to discuss, i.e driveways on private roads. We haven't been regulating those. Schwartz said that the subdivision regulations cover private roads and curb cuts on those when a subdivision is planned and built. Kluk thinks we should consider driveways on private roads. Revane felt that the LUO applies everywhere even private roads and should be in the LUO. Martin asked if someone had property on a private road and just wanted access but not to build. It was pointed out that the current driveway permit is approved by PB & DPW. The new part 2 of the application (which applies to the driveway after the cut) will now be approved by the BoS. Revane wants the curb cut in a separate application because a driveway may not be built right away.
- Florence wanted to discuss the LUO proposed wording. Martin didn't think this needs to be in the LUO. We discussed that this is a life/safety issue and also environmental (wetland crossing). Everyone agreed that putting this in the LUO is needed. Revane asked about requiring engineered drawings for the driveways. Florence commented that they don't require engineered drawings for a building permit. Revane talked about scope creep on building permits and mentioned a need for a building inspector. Martin said a Building inspector needs to be knowledgeable. Florence said that the LUO is a gentlemen's agreement. Kluk said we are codifying to get a legal backstop for driveways. Revane wants a separate form for the curb cut and the driveway. Kluk asked if we should include private roads in the ordinance. All agreed to include them. Kluk went over the definitions for the LUO and the sections 307.1 covers the curb cut/access and 307.2 covers the driveway itself. We looked at the proposed redraft of the driveway application which mirrors the LUO language with two parts. We discussed the check off section and proposed adding Permanent and Temporary. We decided to add dimensions, setbacks and the location of the right-of-way to the required sketch of the driveway. Florence said that DPW and BoS will have the sign offs on the driveway permit going forward. All agreed to this. Florence will incorporate our changes and send out a new draft and we will discuss again at our monthly meeting.

11.0 Adjournment: Time: 10:40AM

Respectfully submitted, Nan Schwartz