

GEORGETOWN PLANNING COMMISSION

Rescheduled Meeting Minutes

Wednesday, May 16, 2018

CALL TO ORDER

The Georgetown Planning Commission held a rescheduled meeting on Wednesday, May 17, 2018 in the Georgetown Town Hall, 404 6th Street. The meeting was called to order at 6:04 p.m. by Chairperson Nikki Weber.

ROLL CALL

Answering the roll were Chairperson Nikki Weber, Commission Members Ann Wilkins and Braden Weber. Commission member Kathleen Hoeft was absent. Also, in attendance were Town Clerk, Jennifer Yobski, Town Administrator Kent Brown and Town Planner, Martin Landers.

AGENDA APPROVAL

Ms. Wilkins moved to approve the agenda as presented. Mr. Weber seconded and the motion was adopted by unanimous vote.

AUDIENCE BUSINESS

There was no one present in the audience.

NEW AND UNFINISHED BUSINESS

Public Hearing – Proposed amendments to Title 17 of the Georgetown Municipal Code concerning land use and in particular, procedures for review of subdivision applications

Ms. Weber opened the public hearing at 6:15 p.m.

Mr. Landers explained that the Board of Selectmen requested updates to the Georgetown Municipal Code for review criteria and procedures for condominium subdivisions. After research in this area, it was discovered that a “minor subdivision” procedure was also needed as well as some other changes to the subdivision review process. Ordinance #5 (Series 2018) **AN ORDINANCE AMENDING CHAPTERS 17.12 AND 17.28 OF THE GEORGETOWN MUNICIPAL CODE, CONCERNING PROCEDURES FOR REVIEW OF SUBDIVISION APPLICATIONS** was proposed to the Planning Commission for their recommendation to the Board of Selectmen.

Chapter 17.28 Subdivisions

The new section divides subdivisions into three sections: major subdivisions, minor subdivision and subdivision exemptions. Major subdivisions are those that create 4 or more lots when public infrastructure is needed. The review involves conceptual plan, preliminary plat, and final plat. Minor subdivisions include those creating three or fewer lots when public infrastructure is not required. Review includes a conceptual plan and final plat. Subdivision exemptions include lot line adjustments, elimination of lot lines and other forms of plat corrections. Previously added condominium subdivision was deleted from this section.

Chapter 17.12 Procedures

The following updates are proposed:

Conceptual Plan Review- Approval of certificate of appropriateness has been moved to the final plat stage.

Preliminary Plat Review – The Board of Selectmen will approve/deny following recommendation by Planning Commission. Special Use Permit review has been deleted.

Final Plat Review (Major Subdivision)

The Planning Commission Chairperson is no longer involved in review with preliminary plat. The Board of Selectmen approve/deny, and then DRC considers site development or structure construction.

Final Plat Review (Minor Subdivision, including Condominium Subdivision)

Procedure added for review of a minor subdivision plat and also Town Staff review for compliance. Planning Commission will review and take final action unless it chooses to refer to Board of Selectmen.

Phased Final Plats

Procedure added for phasing of a final plat.

The developers and their attorneys for Bighorn Crossing met with Town attorneys and added the definition of Common Interest Community, Planned Community, Sublot, Common Interest Community Unit and Co-Op pursuant to the Common Interest Ownership Act, 38-33.3-1101 (CCIOA)

There were no public comments. The public hearing was closed at 6:42 p.m.


Ms. Wilkins made a motion of approval of proposed Ordinance #5 (Series 2018) amending Chapters 17.12 and 17.28 of the Georgetown Municipal Code, concerning procedures for the review of subdivision applications, Ms. Weber seconded and the motion passed unanimously.

APPROVAL OF MINUTES

Ms. Wilkins moved to approve the minutes of the April 4, 2018 meeting as presented. Mr. Weber seconded and the motion was adopted by unanimous vote.

ADJOURNMENT

Mr. Weber moved to adjourn the meeting with Ms. Wilkins seconding and the meeting was adjourned at 6:45 p.m.


Jennifer Yobski, Town Clerk


Nikki Weber, Chairperson

