

# Richmond Planning Commission

## Special Work Session

Wednesday, October 23, 2013

### *Approved Minutes*

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**Members Present:** Mark Fausel (Chair), Bruce LaBounty (Vice-Chair), Ann Cousins, Sean Foley, Marc Hughes, Lauck Parke, Brian Tellstone

**Members Absent:** None

**Others Present:** Cathleen Gent (Town Planner/Staff to the DRB), Bob Fischer, Chris Fischer

**7:10 PM** LaBounty called the meeting to order. He noted that this is a work session and people can ask questions during the session but said that public comments will be limited during the discussion.

**Public Comments** – There were no public comments.

#### **Richmond Zoning Regulations – Section 6.8 – Work Session**

The Planning Commission commenced its review of Section 6.8. Based on a version of Section 6.8 containing edits and comments from Ann Cousins and written notes by Gent, the Planning Commission discussed the following:

- Section 6.8.1.b) add “or Flood Zoning Permit” after “zoning permit”
- Section 6.8.2.b) delete “the impairment of the tax base,”

Fausel arrived at 7:23 PM and assumed chairing the meeting at that time.

- Section 6.8.2.e) delete “”or in specific aspects, to exceed”
- Section 6.8.3.a) revise start of last sentence to, “Where Section 6.8 imposes a greater restriction than other provisions in the Richmond Zoning Regulations,…”
- Section 6.8.4 – definition of Engineering Report and Plan – Gent will review the NFIP language to be sure it is consistent
- Section 6.8.4 – add a definition for Flood Zone Permit (or something similar like Administrative Flood Zone Permit)
- Section 6.8.4 – definition of Maintenance – revise to “Routine care or upkeep of a structure or the property, including the driveway”
- Section 6.8.4 – definition of Substantial Improvement
  - deleted “, over three years,” – in keeping with the NFIP definition. (This change was based on a vote: 4 in favor of NFIP (Cousins, LaBounty, Parke, Hughes); 3 in favor of one year (Fausel, Foley, Tellstone)
  - kept the 25% expansion threshold provision
- Section 6.8.9.g) add “and residential scale swingsets”
- Section 6.8.9.k) add “walls, stairs” after “interior”
- Section 6.8.9 – delete last paragraph – “If the maintenance, repairs, and/or replacement work pursuant to j), k), l), or m) within a calendar year (beginning on January 1) exceeds \$500, the additional maintenance, repairs, and/or replacement work during the remainder of the year shall not be exempt from review conducted under Section 6.8.10 or Section 6.8.11, as applicable.”
- \$500 exemption level – The Planning Commission discussed whether to request increasing this level beyond \$500, but decided not to do so.
- Throughout section – Gent will do a global search to find references to zoning permits and add “Flood Zone Permit”

The Planning Commission will begin its review of Section 6.8.10 during the next meeting.

Adjournment

Tellstone made a motion to adjourn, seconded by Foley. So voted. The meeting adjourned at 9:09 PM.

Respectfully submitted by Cathleen Gent, Town Planner/Staff to the DRB