

May 3, 2016 Minutes Rochester Planning Commission

Present: Dan McKinley, Julie Martin, John Allen, Eric Bowman, Joan Pontious, Administrative Officer Doon Hinderyckx.

Call to Order: Dan called the meeting to order at 6:03 PM.

Administrative Officer: Doon presented the following Building Permit Applications:

- > Derek and Melissa Clifford, 856 Riverbrook Dr. Camp, approved.
- > Bill and Debbie Matthews, 1079 Oak Lodge Rd. Garage, approved.
- > David Poulin, 370 Marsh Brook Rd. Seasonal camp, approved.
- > Alex Shabelski, 550 Mountain View Loop. Deck, Approved.
- > Bill Henry, 262 Brook St. Renovation, add bathroom, approved.
- > Bruce Steventon, 147 Brook St. Tool shed, approved.

New Business/Public Comments/Questions: Doon inquired about a proposed structure to cover the pizza oven in his rear yard. The design encroaches on the required rear yard setback. The Board determined he could enter into a lot line adjustment agreement with his neighbor, as per Section 1.5 of the Rochester Subdivision Bylaws, thereby avoiding the need for a subdivision.

Minutes: Julie moved to accept the minutes of 3/1/2016; all in favor; so voted.

Old Business: The Board noted the upcoming June 15, 2016 date for completion of the gravel removal project at the Randy Andrews site on Route 73. Doon will check on progress.

Board Reorganization:

- > John nominated Dan McKinley to serve as Chair. All in favor; so voted.
- > Julie nominated Sandy Haas to serve as Vice Chair. All in favor; so voted.
- > Julie nominated Joan Pontious to serve as Secretary. All in favor; so voted.

Other Business: Dan suggested that the Board consider creating a Procedures Manual to guide current and future members in following procedures with consistency. We will discuss further.

Adjourn: Julie moved to adjourn at 7:03 PM. All in favor; so voted. Next meeting to be held June 7, 2016 at 6PM.

Respectfully submitted,
Joan Pontious, Secretary