

**Minutes Rochester Planning Commission  
March 4, 2025  
Rochester Town Office and via Zoom**

**Present:** Sandy Haas; Mary Fratini; Julie Martin; Greg White (by zoom), Pat Harvey (Zoning Administrator)

**Guests:** Dan Ward

**Call to Order:** Sandy Haas called the meeting to order at 6:41pm.

**Permit inquiries:** Dan Ward asked for input on plans for a minor subdivision of 209 Sawmill Hill Road into two parcels—one retaining the existing home, the other for construction of a new home. Access to both parcels would be from Sawmill Hill Road. The initial sketch for the new parcel had 120 ft of road frontage. The board noted that both parcels would need to be at least 3 acres in size and have either 200 ft of road frontage or a deeded ROW of at least 30 ft, and discussed several alternatives to the initial sketch. The board also reviewed the process of applying for a minor subdivision, including the list of required documents and timeline for a warned hearing, and suggested that the next best step in the process would be consulting with his surveyor and engineer to ensure the proposed parcels could meet the requirements for sewage disposal, road frontage and parcel size.

**Approval of Minutes:** Minutes from the February meeting were approved with an amendment—Julie Martin was listed incorrectly as “Julie White”.

**Administrative Officer Report: Building and Zoning Applications**

-- Village Grocery and Liquor, 67 Main Street

The new sign was installed and had initially been remaining lit all night, although the permit stipulated that it be turned off by 10pm. Pat Harvey said she spoke with Singh and he will conform to that stipulation.

-- RSUD, 222 South Main Street

The Rochester Elementary School sign determined to be within regulations (e.g. < 25 sq ft); the permit was approved and the sign has been installed.

**Other:** Sandy Haas asked if there had been any updates or new information about the cell phone tower. Mary Fratini said she had not heard anything from Francis Parisi and there did not seem to be any changes to the PUC docket.

**Public Comment:** none

**Adjourned:** The meeting was adjourned at 7:10pm.

**Next meeting:** Tuesday, April 1st at 6:30pm