



Minutes of the Planning Commission
5 May 2021
Approved: 2 June 2021

Peter Nagrod called the meeting to order at 7:30 p.m. Because of the Coronavirus pandemic, this meeting took place via ZOOM videoconference. In attendance were Commissioners Charlie Challstrom, Jon Cohen, Georgette Cole, Robert Johnson (Alternate), and Deb Mehlferber.

Approval of Agenda: Charlie Challstrom moved to approve the agenda. Jon Cohen seconded the motion. Although none of the building permit applications made the submission deadline, Deb Mehlferber thought the fence application for 354 Ridge Road could be looked at tonight. This sparked a discussion about process, looking at permit applications early, and when something gets placed on the agenda. The Commission decided to remove #9 (411 Chestnut Avenue) from the agenda and add "Next Steps" to #10 (Comprehensive Plan Work Session Report). Approved: 5-0, as amended.

Building Permit Applications:

- 202 Grove Avenue – the Commission did a brief preliminary review. Plans were a bit difficult to read. In addition, this permit needs a completed building permit application form and worksheet. This will be on the agenda in June.
- 412 4th Avenue – Jon Cohen will communicate with the property owner.
- 206 Chestnut Avenue – the documents for this building permit application will be sent to the Commission.
- 354 Ridge Road – Deb Mehlferber explained the plans for a fence at this property. They found and flagged the corners. A boundary survey was done at 358 Ridge Road (next door neighbor) and that is the side that is being fenced. Deb Mehlferber moved to approve the application for a fence at 354 Ridge Road. Georgette Cole seconded the motion. Approved: 5-0.

Public Ways & Property Permits: There were none.

Public Appearances: Charlie Challstrom suggested the Commission (individually) think of ways to use funds from the American Rescue Plan that could be coming the Town's way. There was a brief mention of getting water to Ridge Road and stormwater issues.

Approval of the Minutes – April 7, 2021: Charlie Challstrom moved to approve the April Planning Commission minutes. Deb Mehlferber seconded the motion. Georgette Cole

presented many changes to the minutes. The Commission reviewed the changes. Approved: 4-0, as amended.

Town Meeting Report: Peter stated Charlie's report given at the Annual Town Meeting covered everything. It was an impressive year.

Report from Town Council: Charlie report mentioned the following:

- Bikeway Connection
- Town Elections and Annual Meeting
- Annual Budget
- Fees for Archeological Permits
- Roadwork request for proposals
- Town testimony on the Pepco Tariff Application

Border Committee – Update: Chairman Nagrod reported the request for proposal for the new Town identification signs is almost finished. He stated driving through Town on Washington Grove Lane will be a welcoming experience. Jon Cohen reported work is still being done with the police to help stop loud exhaust noise and speeding.

Comprehensive Plan Work Session Report (formerly called Master Plan) – Update: Georgette Cole reported a section concerning annexation of certain properties across the railroad tracks has been added just in case this should ever come up. Updates have been done in sections 3.5, 3.7, and 3.11. The next meeting will include new Historic Preservation Commission documents. A public hearing date will be set soon. Kudos to all the people who have worked for over two years on this important living document. There was additional discussion about the process after the public hearing occurs.

Other Business: Chairman Nagrod announced this was Charlie Challstrom's last meeting. He stated Charlie's time in various roles in Town Government was a long journey and it has been a privilege to have him as a resource. Peter told the Commission about a recent walk he and Charlie took around Town. He said it was a life-altering experience and he will always remember it. He thanked Charlie for being the Planning Commission mentor. Charlie said, about his leaving, that it was time to pass the knowledge to others. He encouraged the Commission to review the maps in the Town Council Handbook now on the Town website. Paula Puglisi stated a huge hole will be left by Charlie's leaving.

There being no further business, the meeting adjourned at 9:55 PM.

Kathryn L. Lehman, Town Clerk