

Unity Planning Board

Minutes

April 4, 2023

Members: David Pardy - Chair, Tom Farnen - Vice Chair, Bob Trabka, Mark Richards, Bill Schroeter, Sue Schroeter, Secretary

Public Present: John Callum,

A. Call to Order - by Bill Schroeter - ex officio called the meeting to order at 7:03pm

B. Pledge of Allegiance

C. Roll Call - Tom here, Bill here. David here, Bob present at 7:08pm, Mark here.
Welcome to Mark a new board member

D. Elections for positions after the election

a. Chair - Nomination on the floor for David; Mark second. All approved

b. Vice Chair - Nomination on the floor for Tom. Mark second. All approved

Congratulations David! Davidy Pardy took over the meeting

E. Approval of Agenda - David made a motion to accept the agenda. Bob second.
All approved.

F. Approval of Minutes:

a. March 7, 2023 - Tom made a motion to accept the minutes of March 7, 2023 as written. Bill second. All approved.

G. Old Business

a. Floodplain - Sue distributed a number of documents to the board.
Members will review the documents. Sue will invite Paul Moeller to the next meeting to discuss his possible role with permitting. When I speak with the person at FEMA, ask if there is any training on this.

b. David made a motion to have the board review the documents and discuss at the next meeting. Tom second. All approved.

i. Administer a permit process for all development (both building and non-building) in a special flood hazard area and maintain permits on file.

ii. Make determinations as to whether a proposed development is located in a special flood hazard area and maintain determinations on file.

iii. Require compliance with the town's floodplain ordinance for a permit for development in a special flood hazard area.

1. Make determination of substantial improvements for proposed improvements to an existing structure located in a special flood hazard area and maintain determinations on file.

2. Make determination of substantial damage for proposed repairs from damage of any origin to an existing structure located in a special flood hazard area and maintain determinations on file.

iv. Ensure compliance of permitted development with the town's floodplain ordinance when the project is completed.

1. Obtain and review required documentation to determine compliance and maintain on file.

v. Address and remedy any violations through the town's enforcement procedures.

H. New Business

- a. John Callum - John has a concern about state approval for driveways on state maintained roads. The Selectmen receive a communication from the state after they have permitted. John is recommending that the town be notified prior to the state approving a driveway permit. John believes that this is a safety concern. Can fire department vehicles safely access driveways? Board discussed. David will call the UVLSRPC to ask a few questions. He will report back at the next meeting.
 - b. New Town Website Redesign - the board received an email from the Town's new website designer. Sue will contact the web designer to get the ball rolling.
 - c. Discussion of emails/responses - none
 - d. New PB email - David made a motion to have a new PB email that will stay with the board/chair. Tom second. All approve.
- I. Driveway Permits - none
 - J. Other - next month review Rules of Procedure
 - K. Adjournment - David made a motion to adjourn. Tom second. All Approved.

Meeting Adjourned at 8:05pm

Respectfully Submitted,
Susan Schroeter
Planning Board Secretary