

TOWN OF ALTON ZONING AMENDMENT COMMITTEE
Approved Minutes
June 15, 2016

Members Present:

Paul Monziona, Chair
Tom Hoopes, Vice Chair
Tim Morgan, Member
Lou LaCourse, Member
Scott Williams, Member

Others Present:

Nic Strong, Town Planner
John Dever, III, Code Enforcement
Traci Cameron, Planning Secretary

I. CALL TO ORDER

P. Monziona called the meeting to order at 6:11 pm

I. OLD BUSINESS

1. Old Business-

- The Committee continued their review on which Zoning Ordinance amendments should be brought to the Planning Board for further discussion.
- The Board discussed if they should add some reference to the Master Plan in the preamble. The Board determined it would be best to wait for a more current Master Plan to be written before it was referenced in the Zoning Ordinance Preamble.
- N. Strong stated that Attorney Sessler confirmed that definitions could be reorganized into alphabetical order without going on the Town ballot. However, changes to the style of the definition to remove occurrences of “means a” would require a warrant article.
- N. Strong stated that definitions that are not in the Table of Uses should go into the table but the Board will need to decide where to put them in the table.
- J. Dever stated even if an item is not in the Table of Uses it would be beneficial to him as the Code Enforcement Officer to at least have a definition to refer to when assisting applicants.
- P. Monziona stated if the item is not in the Table of Uses then it is not permitted, that is the way the Town’s regulations works.
- N. Strong stated that she had met with Attorney Sessler and he had informed her that spelling errors could be corrected without going to the Townspeople for a vote, anything more substantive would have to go to vote at Town Meeting. The consensus of the committee was to go through the working Draft Zoning Ordinance, 4-19-16, packet page by page and decide which items needed further discussion and which items would remain as written for this year.
- The following items/definitions will need further discussion/action:
 - Accessory Apartment- update with new definition from state law.
 - Accessory Building Structures or Use- change “main” to “principal”
 - Agritourism-add “as amended” and update to recent language.

- Airport-check history for where permitted.
 - Antenna-add reference to personal wireless service facilities.
 - Antique Shop-combine with craft & gift shops definition or retail.
 - Assisted Living CCRC Facilities-needs to be put in Table of Uses- see section 331.
 - Automobile, Light Truck Sales, Leasing and Rental-determine where permitted.
 - Automobile Service Station-review the need for special exception in the RC zone.
 - Automotive and Truck Repair Garage-review the need for special exception in the RC zone.
 - Best Management Practice (BMP)- review against Subdivision and Site Plan Regulations.
 - Conditional Use Permit- add definition.
 - Continuing Care Retirement Communities (CCRC), also needs to be added to the Table of Uses- Section 331
 - Duplex-determine whether or not to add Two Family Dwelling to definition as it is listed in the Table of Uses.
 - Dwelling Unit- add “sanitation” to definition.
 - Frontage, Street- possible reword “beneficial access is achieved”.
 - Golf Course- determine scope of use in various districts to draft a definition.
 - Heliport- see airport
 - Hotel- draft a definition. Motel is defined, hotel is not.
 - Inclusionary zoning- per Attorney Sessler, add this with notation “for definitions see section...”
 - Independent Living CCRC- add to Table of Uses, Section 331.
 - Inn- add a definition.
 - The following items/definitions can be edited without voter approval:
 - Accessory Building or Use
 - Add “Motor” to Automotive and Truck Vehicle Dealer- it was inadvertently omitted from this definition.
 - Commercial Function Facility-N. Strong will add this definition to Subdivision and Site Plan Regulations.
 - Flood Insurance Study-Definition does not match the definition written into the Site Plan Regulations, needs to match.
 - The following items/definitions do not need to be defined according to Attorney James Sessler:
 - Contractor
 - Farm
 - The following items/definitions were discussed and no action was deemed necessary by the ZAC members:
 - Bed and Breakfast- okay to remain as a “commercial” use in the Table of Uses, as well as, a less intensive Home Business use in certain districts.
 - Bunkhouse- okay not to be in the Table of Uses as Section 361 states “accessory to a residential use”.
- ❖ The review ended at Page 10 of the working draft.

2. New Business-

- None

3. Approval of Minutes-

- **L. LaCourse moved to accept the May 18, 2016 minutes.**
T. Hoopes seconded with P. Monziona, T. Morgan, L. LaCourse in favor and S. Williams abstained, motion passed.

5. Any Other Business that may come before the Board

- None

II. SET DATES FOR FUTURE MEETINGS

- July 12, 2016, at 6pm

III. PUBLIC INPUT

Open to the public. None at this time. Closed Public session.

IV. ADJOURNMENT

S. Williams moved to adjourn. The motion was seconded by L. LaCourse and passed without opposition.

The meeting adjourned at 7:45pm

Respectfully submitted,
Traci Cameron, Recorder, Public Minutes