

Interlaken Town Planning Commission Meeting Minutes

Entity: Interlaken Town

Body: Interlaken Planning Commission

Subject: Business

Notice Title: Interlaken Town Planning Commission Meeting

Notice Type: Meeting

Event Start Date & Time: May 20, 2019 @ 6:02 PM

Event End Date & Time: May 20, 2019 @ 6:34 PM

Location: Town Pump House, 236 Luzern Rd

Description/Agenda:

1. **Call To Order.** *Robert Marshall (RM) motioned the meeting call to order, Susanna Littell (SL) (who called into the meeting remotely by phone) seconded motion. All voted aye*
2. **Roll Call:** *RM Present. SL present (remotely by phone) Present.*
3. **Presentations:** *None.*
4. **Consent Agenda:** *None.*
5. **Approval of 5/20/19 Agenda or Changes.** *RM motioned to approve Agenda with no changes, SL seconded motion; all members vote aye to approve agenda.*
6. **Approval of 4/15/19 and 5/8/19 Planning Commission Meeting Minutes.** *Item Tabled to next meeting.*
7. **Public Comment:** *Comments taken on land use topics not scheduled for a Public Hearing. Speakers please limit your comments to a few minutes. The Commission cannot act on items not listed on the agenda, so it may not be able to respond. Total time for public comments will be 10 minutes unless Commission agrees to extend. None.*
8. **Town Engineer – Epic Project Status Update.**
 - *Lot#112 - Daines Property Project Status. Work is progressing towards framing inspection. TC issued a ROW subsidence concern to property owner. The owner is addressing matter.*
 - *Lot#115 – Howard Property Project Status. SL sent Epic photos of ROW dirt subsidence concerns. Town Council requested issuance of Stop Work order for this project to address ROW dirt subsidence concerns caused by project activity. Owner to address concerns.*
 - *Lot# 218 – Frank Property Project Status. Temp CO issued until owner corrects revegetation concern identified on the East side of the property (sloped area) and pays epic the \$214.50 for additional engineering fee regarding this matter.*
 - *Lot# 11 - Sheldon Property Project Status. Epic sent forms for Excavation Permit required to be completed by Sheldon (on behalf of the Southwick Property). Also, in the May Town Council meeting, it was brought up by Commissioner Onan that recent Sheldon property construction/pavement activities has caused a recent subsidence on the ROW, near the area of the Sheldon's water meter. SL took photos of the area of concern and sent to Epic for Owner to address.*
 - *Lot#12 - Southwick Property Project Status.*
 - *Lot #43 – New - Gladwin Garage Project Status. Construction is progressing.*
 - *Lot# 214 - Post Construction-related exposed graded areas concern Status. Letter sent to owner, but construction and CO was issued long ago (and cannot be used to address).*
 - *Lot#198 – New Ball Project – PC sent comments to owner and Epic, Epic waiting for Owner to address Structural Concerns and resubmit drawing. In previous PC meeting the TC recommended conditional permit approval by the TC upon the project meeting all Epic concerns.*

- Lot# 165 – New Borg Project – *Fireplace/Gas line (only) project. PC review is not required.*
- Lot# 129 - New Wilcox Project – *Building Permit issued by Epic.*
- Other Projects -

9. Other Business.

- **Timeline on Construction Permits.** *Continue item to next PC meeting.*
- **Storage of personal property and parking in town ROW** *RM suggested that the PC should get direction by TC to tell us how this matter should best be addressed. SL agreed to bring this matter up at a TC meeting for further discussion.*

10. Action Item Update from Previous Meetings (4/15/19 & 5/8/19 meeting minutes). *No new issues.*

- *RM asked if the Ordinance Book has been updated recently. SL stated that she was not sure and suggested that the PC verify this at the next TC meeting.*
- *SL indicated that she did bring up the question previously posed by RM regarding minimum landscaping and outbuilding size requirements to see if any changes have been made regarding this. SL indicated that the TC stated (in a recent meeting) that the minimum Landscaping size matter was recently addressed by the PC but a Public Hearing was needed to update the code, and the minimum outbuilding size had already been addressed by the previous PC. SL did confirm that the PC recommendation to increase landscaping square footage (triggering a landscaping plan review by the PC) is to be included in the next public meeting (when planned).*
- *SL indicated that the TC did provide some direction regarding Building Permit time limitations but wanted the PC to help them device these limitation (propose some new language fort heir consideration). RM suggested the TC should propose some desired language /ideas the PC can work towards.*

11. Adjournment. *SL Motioned to adjourn. RM Second this motion at 6:34 pm*