

**Town of Ancram
Zoning Revisions Committee
9 August 2010**

Members Present: Hugh Clark, Terry Boyles, Barry Chase, Barbara Gaba, Bonnie Hundt, Kyle Lougheed, Bob Mayhew, Jim Miller, Bob Roche, Jane Shannon, Dennis Sigler

Members Absent: Don MacLean

Others Present: Donna Hoyt

The Chair called the meeting to order at 7:00 p.m.

Members approved minutes of the August 2d meeting.

The committee then deliberated and decided four major organizational issues concerning the draft section on site plan review:

1. *Should uses requiring site plan review be in text or in the use table?* Because the Use Table serves as a simple, graphic, quickly referenced table of contents, all agreed that uses requiring site plan review should be identified in the Use Table, and that those entries should, when appropriate, contain some device directing a reader to more complete information elsewhere in text. The committee also decided that the Use Table in the current ordinance must be redesigned to make it easier for readers to understand.
2. *Should commercial design standards be in the section on site plan review, in the Use Table, or elsewhere in text?* Consensus was that uses to which commercial design standards apply should be indicated in the Use Table, and also should be referenced in the Site Plan Review Section. The citations in the Use Table and in the Site Plan Review Section should both point the reader to a separate section of text elsewhere in the zoning law that fully identifies and explains the commercial design standards.
3. *Should site plan review and special use permits be together in one section, or in separate sections, or in the Use Table?* Consensus was that uses requiring site plan review and special use permits should both be indicated in the Use Table, and should also be referenced in the site plan review section. The citations in the Use Table and in the Site Plan Review Section should both point the reader to a separate section of text elsewhere in the zoning law that fully explains special uses and the application and approval procedures for special use permits.
4. *Should the zoning law include non-commercial/residential site plan review?* After extensive discussion, the committee determined that non-commercial/residential site plan review offers benefits compatible with the vision and goals of the Comprehensive Plan, plus benefits to homeowners and to emergency service providers, especially the fire company, and should be included in the site plan review section. However, members also agreed that non-commercial/residential site plan review must be a simpler process than for commercial site plan review, must require no cost or little cost to the home-owner, and should be conducted as a consultative/advisory proceeding like that of the informal sketch plan conference in the draft site plan review section. The committee noted that it may be appropriate to establish some threshold (such as square footage or location of a proposed residence, or degree of tree-clearing, or visual impact) that would trigger a more formal review.

The committee then began deliberating about paragraph A2, Exempted Uses, of the site plan review draft. Preliminary determinations were:

- re:para A2 i—“temporary” should be inserted before “garage and lawn sales;”
- re:para A2c—it should be specified that this provision applies to agricultural structures on commercial property unless the Ag & Mkts Law specifies something else;
- re:para A2e—this entry needs to be more specific, especially more specific about the size of the clearing or grading project.

The meeting adjourned at 8:50 p.m.