

**Planning Board
June 8, 2010
“Too Much Paper” Group**

Present: Judith Esmay, Iain Sim, Kate Connolly, Michael Hingston, Vicki Smith

The group gathered in response to a comment made by at least one planning board member about receiving too much paper in the weekly mailing. Conversation was directed to the content and quality of content in subdivision and site plan submissions. There was also discussion about the submission items themselves with a focus on site plan submissions.

It was decided that rather than “Certification, dated within six (6) months, of a currently valid boundary survey....” that a “Currently valid boundary survey certified by a land surveyor...” would appear on the submission list. The compilation of requirements on a single sheet is often confusing and illegible. For that reason, Vicki will reorganize the submission requirements into logical plan groupings so that the same information is submitted but organized on individual plan sheets that should be easier to read.

These proposed changes will be submitted to the Planning Board for review and possible setting of a date for a public hearing.

At the same time, Vicki hoped the Planning Board would consider changing the thresholds for review so that more cases could be considered incidental installations and a different set of projects would be heard by the Minor Projects Review Committee. The group wanted staff to develop a proposal for discussion by the Board.

Meeting adjourned at 3:30 pm.

Respectfully submitted,

Vicki Smith