

## Planning Commission Meeting Minutes from 6/3/2025

Meeting Attendees: Wayne, Kathy, Lori, Fred, Travis, Dale, Prescott

Meeting called to order 6:07pm

Motion to approve the minutes from the previous meeting: Motion made-Prescott and second by Wayne. All were in favor.

Discuss Agenda:

Additional Items:

- Discussion on public meeting agenda and logistics
- Discussion around publicity around the public meeting and ensuring we communicate as much as possible regarding the meeting
- **ACTION**-Prescott will create a flyer to be posted in locations accordingly
- Discussion around the number of attendees to be approximately 40 and that we should plan refreshments accordingly.

Discussion around Driveway Ordinance

- Fred gave background on driveway ordinances overall
- Town of Trenton has both the ordinance and the application all on one form
- Town of Trenton has a good structure overall for the application
- Current ordinance is working but it could be better overall and easier to use
- Clifton ordinance is also a good example to utilize
- Trenton calls out that a “driveway can only serve 2 residential parcels or less”
- It also calls out the diameter of the culverts with aprons on each end etc.
- Pavement/Concrete can’t go all the way to the road

More discussion around “What would our goal be overall for changing the current ordinance”

- Goal would be to ensure we add clarity and uniformity along with clear guidelines for a driveway overall-reduce ambiguity

Ideas to consider

- Adding language regarding slope, clearance to overhead wires etc.
- Length of 250 feet or more would require 900 sq/ft turnaround
- Look to take the best of the ordinances from places such as Trenton and Clifton and create a more comprehensive ordinance.
- **ACTION**-Lori and Fred to create the draft and create a potential “fee schedule” for overall charges that rather than changing all ordinances for the fees the Town Board could simply modify the fee schedule as inflation mandates in the future.

Motion was made by Wayne to table discussion on determining the road weight limits overall and to bring it back up for discussion in September. Travis seconded all were in favor.

#### Next meeting Agenda 6/17/2025

- Focus on Logistics for public meeting on Saturday 6/21
  - Review the priority list created by each member for more discussion in July meeting to begin to prioritize future work.
  - First look at Driveway ordinance created by Lori and Fred-no formal action
- July 15<sup>th</sup> 2025 Agenda
    - Get updated final presentation from Ken before meeting and be ready to send back to Ken for final edits and review at Town Board meeting in August
    - Review updated driveway ordinance from Lori and Fred with potential action to Town Board for review.