

## GEORGETOWN PLANNING COMMISSION

Meeting Minutes

Wednesday, May 28, 2008

### CALL TO ORDER

The Georgetown Planning Commission held a regular meeting on Wednesday, May 28, 2008 in the Georgetown Town Hall, 404 6th Street. Chairperson Sarah Kaminski called the meeting to order at 5:56 p.m.

### ROLL CALL

Answering the roll were Chairperson Sarah Kaminski, Vice Chairperson Paul Nisler and Commissioners Susan Romeo, Malcolm Schaefer and Greg Sterett. Alternate member Kerry Ann McHugh was absent. Also in attendance was Recording Secretary/Town Clerk Merinel Williams.

### AGENDA APPROVAL

Ms. Kaminski proposed that the order of the agenda be changed to place introduction of the traffic study intern first. Mr. Nisler moved to approve the agenda as amended. Mr. Schaefer seconded and the motion was adopted by unanimous vote.

AUDIENCE BUSINESS – None.

### NEW AND UNFINISHED BUSINESS

#### Introduction of the traffic intern, Sharif AL Jawad

Town Administrator Chuck Stearns introduced the intern that will work with the Commission on the traffic/parking study project. Sharif AL Jawad, generally known as Jay, described his background, enthusiasm for the project, and the research he has conducted in the few days that he has been working on the project. He will research approaches to traffic/parking issues in other communities as part of the project. Ms. Romeo suggested that Golden be added to the list of communities to contact. Mr. Nisler advised that he interview several downtown merchants to begin to connect with public opinion.

It was agreed that downtown traffic flow and parking should be Mr. Jawad's first focus. The Commission scheduled a special meeting on June 4 to further discuss project priorities, and he will report on his research into information that can be gained from other communities at the July 9 meeting.

#### Continued discussion of the concept of eliminating the Board of Adjustment as a separate body and transferring its powers and duties to the Planning Commission

The Commissioners agreed that it is not advisable to transfer the powers and duties of the Board of Adjustment to the Planning Commission because it would increase the Commission's already heavy work load, and it would likely create conflicts of interest. It was

agreed to invite the members of the Board of Adjustment to meet with the Commission to discuss the issue further.

Consider whether to request an intern or consulting firm for assistance in reviewing applications for the Georgetown Lake Marketplace development

The Commissioners agreed that they would prefer the assistance of an intern rather than a planning consultant to assist them with reviewing applications for the lake development. There are currently two applicants for the position, however one is traveling out of the country until the end of June. It was agreed to invite the other applicant to be interviewed by the Commission at the special June 4 meeting.

Recommendation to the Board of Selectmen on a proposed location for a transit station

This item was continued to the June 25, 2008 meeting.

Review road vacation application process

Ms. Kaminski encouraged the Commission to review the Town's Roadway Vacation Process Guide in preparation for the vacation application that will be heard at the June 18 special meeting.

Food for the Planning Commission 101 Workshop which will be held at the Commission's June 11 meeting at the Community Center at 6:30 p.m.

The Commissioners agreed that they would like to provide refreshments for the Planning Commission 101 workshop on June 11. Ms. Kaminski will inquire of the Town Administrator whether there are funds available for this purpose.

APPROVAL OF MINUTES

Ms. Romeo moved to approve the minutes of the May 14, 2008 meeting as corrected. Mr. Sterett seconded and the motion was adopted by unanimous vote.

ADJOURNMENT

Ms. Kaminski adjourned the meeting at 7:12 p.m.

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Sarah Kaminski, Chairperson

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Merinel Williams, Town Clerk