

TOWN OF GRANBY PLANNING BOARD

Meeting Minutes

May 3, 2022

A regular meeting of the Granby Planning Board was held at the Granby Community Center, 812 County Route 8 Fulton; and was called to order at 7:00 pm by Chairman Jane Crego.

Meeting Attendance as follows:

David Crockford

Jane Crego, Chairman

Rhonda Nipper

Lori Blackburn

Erin Palmitese

Carl Nysten, Vice Chairman

Tom Anthony

Lisa Somers, secretary

Also Present: No one.

**PRIVILEGE OF THE FLOOR**

~ Tom Anthony stated that the Board needs to follow the established protocols within the Zoning Ordinance for future applications. He explained that the plan presented by the Baldwins was incomplete and non-compliant with the specifications within the Site Plan Review section of the Ordinance, and that it's not the planning boards role to assist in developing the applicants site plan past the initial informal meeting wherein the project particulars are brainstormed. The plan presented to the Board for review and approval should have already been reviewed and accepted by the Codes Office.

~ Lori Blackburn commented that the applicants seem to be unprepared and unaware of the requirements for submissions to the planning board and suggested that better communication is needed previous to their appearance at a meeting. The Clerk, Lisa Somers, replied that the applicants receive the application which clearly defines the needed documents on the first page, and also receive a copy of the new ZO Section for Site Plan Review. She added that they also speak with the CEO and receive verbal directions from herself. She further explained that the Town is developing new software for the Codes Office with Planning and ZBA documents that will allow applications to be completed online, as well as allow access by the various Board members before meetings. A written description of the process and time line is being developed for the website, but will also be used as a handout for applicants, which she'll supply at the next meeting.

~ Tom Anthony questioned the process needed for the John Cox application to begin review following the legal decision. Initially, a receipt of the legal decision and revised application will trigger planning board action, followed by board determination of a complete application and subsequent scheduling of Public Hearing with required notification.

**MINUTES**

A **motion** to approve meeting minutes for April 5, 2022 was **moved** by Rhonda Nipper and seconded by Tom Anthony, all were in favor, and the **motion carried**.

**ADJOURN**

With no other business before the Board a **motion** to adjourn at 7:30 pm was **moved** by Lori Blackburn and seconded by David Crockford, all were in favor, and the **motion carried**

Respectfully submitted by:

Lisa Somers

Planning Board secretary