

**ROXBURY PLANNING COMMISSION
REGULAR MEETING
NOVEMBER 12, 2009
MINUTES**

CALL TO ORDER

Robert Munson, Chairman, determined a quorum and called the meeting to order at 9:30 PM.

IDENTIFICATION OF MEMBERS

The members of the Planning Commission present identified themselves for the record: Robert Munson and Arlene Kershner, Regular Members; Joseph Famighette, Harry Ong and Steve Zaleta, Alternate Members.

Also present: Indigo Cusek and Christopher Wood, Consultant, Wood Planning Associates.

Motion by Arlene Kershner to move Joseph Famighette up to be seated for Ralph Wescott. The motion was seconded by Robert Munson and carried unanimously.

Motion by Arlene Kershner to move Harry Ong up to be seated for Mark Lowe. The motion was seconded by Robert Munson and carried unanimously.

Motion by Arlene Kershner to move Steve Zaleta up to be seated for Damien St. James. The motion was seconded by Robert Munson and carried unanimously.

APPROVAL OF MINUTES

The minutes of the Regular Meeting held on October 8, 2009 were reviewed.

Motion by Joseph Famighette to approve the minutes of the Regular Meeting held October 8, 2009 as presented. The motion was seconded by Arlene Kershner and carried unanimously.

Motion by Joseph Famighette to add a first cut by the Estate of Jean Birchall to the agenda. The motion was seconded by Arlene Kershner and carried unanimously.

Motion by Joseph Famighette to move consideration of New Business up on the agenda before Old Business. The motion was seconded by Arlene Kershner and carried unanimously.

Estate of Jean Birchall – Cross Brook Road – First Cut

A letter of authorization for Indio Cusek to act as agent for the owner of the property was presented to the Commission. The survey map for the property was reviewed by the members. The size of the first cut was indicated as four acres.

Robert Munson asked Mr. Cusek if the estate of Jean Birchall has been settled yet. Mr. Cusek responded that the documents have been completed by the Judge of Probate and that the process is ready to move forward.

Robert Munson indicated that all the requirements for a first cut have been met. There is at least 250' of road frontage and a circle will fit on the property. The proposed first cut is outside the wetlands regulated area.

The Roxbury Health Official has submitted his report that the building lot is feasible for a single family dwelling with on-site subsurface sewage disposal system and water supply well.

The Planning Commission members indicated that they saw no problem with the proposed first cut. Mr. Cusek was advised to bring a deed for the property and the mylar to the Commission and it will be considered for approval.

OLD BUSINESS

Plan of Conservation and Development

Chris Wood told the Commission that the due date for the Town plan has been extended by the State.

Robert Munson said that the Commission would like to review the entire Plan with comments from the Public Hearing.

Chris Wood responded that he will incorporate the comments in the final document for review.

Joseph Famighette suggested that information be included in the Plan update to guide people as to where to get further details on a particular subject. It was agreed that this information could be on the website also.

NEW BUSINESS

The proposed meeting schedule for 2010 was reviewed. The members agreed to change the time of the Planning Commission meetings to begin at 7:30 PM and approved the schedule.

Motion by Steve Zaleta to adjourn at 9:55 PM. The motion was seconded by Robert Munson and carried unanimously.

Respectfully submitted,

Christine M. Giordano,
Land Use Administrator

These minutes are not considered official until approved at the next Regular Meeting of the Roxbury Planning Commission.