

**TOWN OF UNDERHILL
SELECTBOARD MEETING MINUTES
Wednesday – December 21, 2011**

Present: Dan Steinbauer – Chair, Brad Holden – Selectboard, Steve Owen – Selectboard ,
Kari Papelbon – Zoning & Planning Administrator, Dawna Brisson – Town Administrator,
Dick Albertini – Chair of the Planning Commission

6:30 p.m. Dan Steinbauer calls the meeting to order.

Public hearing on Zoning Regulation Amendments: Kari Papelbon highlighted the amendments. She explained the listers' concerns regarding the increased size of exempt structures. Stating that the size of exempt structures has doubled, however, exempt from needing a building permit only. Still need to notify Kari, still needs to meet setbacks, still taxed on structure, just no permit and fee. Kari feels creating an informational form regarding the structure will fix the linkage that the permit usually creates with the listers office, so that the listers are aware of the additional structure. There was also some discussion regarding the wording for setbacks, currently says closest part of the building, and if needs to be more specific. Kari stated that the Certificate of Occupancy requires as built plans where the closest part of building can be determined and checked. Kari then went on to highlight the suggested language adjustments from the Town's Attorney for section 4.2 Accessory Dwelling and section 10.4 Occupancy.

Municipal Planning Grant: Kari announced the Town just received an \$8,000 grant for Phase I of the redistricting project. Some discussion ensued regarding issues with the current districts and that phase I would be the study of redistricting.

7:00 p.m. Meeting Adjourned.

Respectfully submitted,
Dawna Brisson, Town Administrator

Read and Approved as submitted/amended

Dan Steinbauer, Chair

Date