

# Town of Proctor

## Planning Commission/Energy Committee

---



Regular Scheduled Meeting  
May 4th, 2023 - 6:00 PM  
Town Offices Meeting Room

## Minutes

### Board Members Present

Dale Christie  
Tom Hogan  
Carol Protivansky  
Tom Doty  
Phil Anderson

### Others Present

Michael Ramsey (Town Manager)

### Call to Order

Meeting called to order by Carol Protivansky at 6:00 PM

### Review & Approve Agenda

Motion to approve the agenda made by Tom Doty, seconded by Tom Hogan. Motion passed unanimously

### Review & Approve Minutes from March 2nd 2023

Motion to approve the minutes made by Dale Christie, seconded by Tom Doty. Motion passed unanimously.

### Public Comment

No Public Comment

### Review Zoning Bylaws

Ed Bove suggested in a meeting with Michael Ramsey that if the Planning Commission wished to update the bylaws, then they should wait until after the legislature adjourns from this session. Michael Ramsey asked that the Planning Commission review the bylaws in preparation for a future work session.

### 31 North Street Site Plan Review

Tom Doty made the motion to request a plan resubmittal that fulfills the criteria below:

- 1) Include site measurements, together with fence height and storage areas
- 2) Provide more detail on fence and frontage

- 3) Explain how the development will not impact the town owned sanitary sewer main that passes through the property
- 4) Designate hours of operation for the site. An example includes what time of the day/night material will be moved on and off the property
- 5) Include a construction timeline/phasing for site development to include fencing, surfacing, etc.
- 6) Submit answers to these comments on or by May 26<sup>th</sup>, 2023.

Dale Christie seconded the motion. Passed unanimously.

### **Energy committee**

Michael Ramsey informed the commission that he has applied for the Phase 1 Municipal Energy Resiliency Program Grant.

### **Zoning Administrator Report**

Approved a permit at 25 South Street for a front porch.

The home on East Street that burned down in January is being demolished by Tommy Grace soon. There has been no response towards cleanup from the owners of the West Street property that burned down in December.

### **Town Report**

By request of Tom Hogan, Michael Ramsey informed the committee that the South Street Sidewalk project is in the Right of Way face.

### **Adjourn**

Motion to adjourn made by Dale Christie; seconded by Tom Hogan. Motion passed unanimously. Meeting adjourned at 6:55 PM