



## TOWN OF BURKITTVILLE

### Planning and Zoning Commission Meeting

May 7, 2024

7:00 – 8:00 pm

Present: Jamee Robinson, Paul Gilligan, Kevin Cromer, Jeanette DeLude and Rachel Carballo

Notetaker: Rachel Carballo

Location: Little Green Red Barn and Google Meet

Meeting called to order at 7:02pm.

Rachel made a motion to approve the agenda and Paul seconded it.

Paul made a motion to approve the March 2024 minutes and Jamee seconded.

### Comprehensive Plan

Section I:

We are required by the state revise the plan every 10 years. That needs to be changed, as it now reads 20 years.

### Process of zoning for single family vs. multifamily residential

We are trying to best lay out the town looking at the map of the town where we think each zone should be and we will have a new zone map created and have a hearing, which can be done in conjunction with the comprehensive plan and then go to Mayor and Council to be approved.

This is to address the issue of single-family homes being divided into multi-family homes.

Rental Draft Ordinance e. will be changed to remove the extra "property owner".

J. they will be grandfathered, but must still follow all applicable rules in the ordinance.

A legal definition of corporation will be added, covering LLC and SC. Jamee will find some definitions and bring it to the next meeting.

### P & Z objectives and goals

Sample ordinances were presented to demonstrate that the Mayor and Council must enforce ordinances, not P&Z.

There is currently no process for the Mayor and Council to handle enforcement.

Jeanette explained that MD lays out what P&Z's role is and it is clear that enforcement is not a role of P&Z.

Jayne Marshall requested a sign to be approved by P&Z. Paul made a motion to approve and Rachel seconded contingent upon Jayme returning next month with a mock-up of the design.

[Septic Draft Ordinance](#) Jamee asked that the Commission reads through what is currently existing and see what we want to fix and remove. This will be discussed at the next meeting.

[Survey of current septic systems ordinances](#)

Rachel motioned to adjourn and Paul seconded.

#### Upcoming Meetings

- Planning and Zoning meeting: Tuesday, June 4, 7:00 pm
  - Town Meeting: Monday, May 20, 2023, 7:30 PM
- \*Members of the public are encouraged and welcome to attend any Commission meeting.