

# **TOWN OF EATON**

## **PLANNING BOARD**

### **June 11, 2025**

The Planning Board met for a work session on June 11, 2025, at 3:00 pm. Present were Chairman Dennis Sullivan, Selectmen's Representative John Schmerfeld, Judy Wilson, Cindy Hall, John Hedden, and Alternate Peter Klose. The meeting was called to order at 3:00 pm.

#### **Guidance for Consideration of Land Use Waivers**

Selectmen's Representative John Schmerfeld submitted a letter with recommendations for the Board to consider regarding applications for waivers to Town Ordinances. Selectmen's Representative Schmerfeld stated that he feels information on Land Use Applications is frequently vague or inadequate, and in some instances, the Board gains clarity by having dialogue with the applicant during the Public Hearing. Selectmen's Representative John Schmerfeld stated that because of this, he feels as though the Board is often required to make decisions without enough time to reflect on the new information. Selectmen's Representative Schmerfeld stated that if the consensus of the Board is that more time is required to assess the application, the Board should not hesitate to continue the Public Hearing until a more robust analysis has been completed, rather than feel pressured to make a less-informed snap decision. John Hedden, Cindy Hall, and Judy Wilson agreed with this sentiment. The Board discussed the current application procedure and potential changes that could be made to make sure the applications are detailed enough when they are received by Town Hall. Chairman Dennis Sullivan stated that any changes made to the application process would apply to both the Planning and Zoning Boards and suggested working with the Zoning Board on this topic at the annual joint meeting.

#### **How to Read Plans**

The Board reviewed information on how to read plans, such as boundary lines, setbacks, topographic lines, lot size calculations, steep slopes, soil types, and wetlands. The Eaton Natural Resource Inventory on the Town's Website is a good resource to use if the Board is given a specific property to consider.

#### **Site Plan Specifics**

The Board reviewed the Site Plan Review finding of fact worksheet and noted that many of the regulations had language pertaining to commercial use and are not relevant to most

private properties. The Board plans to work on the short-term rental regulations at their next Work Session and would like to have these updated short-term rental regulations on the Ballot at the March 2026 Town Election.

The Board unanimously decided to schedule another work session for July 22<sup>nd</sup>, 2025, at 3:00 PM at the Town Hall.

***Cindy Hall made a motion, seconded by Judy Wilson, to adjourn the meeting. The motion passed by unanimous roll call vote and the meeting was adjourned at 5:40 PM.***

Respectfully submitted,

~~Bethany Hicks~~

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