



# Town of Knox Planning Board

*Established 1822*

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## **Planning Board Meeting Minutes**

**Minutes:** January 10 2019

**Present:** Bob Price, Todd LaGrange, Betty Ketcham, Deb Nelson, Tom Wolfe, Bill Pasquini and Kurt Johnson.

**Absent:** None.

Meeting called to order at 7:30pm.

**Introduction of Kurt Johnson, the newest Planning Board member**

**Review and approval of December 2018 minutes.**

*Tom made a motion to approve the minutes, with some corrections to the time. Deb seconded, all in favor.*

### **Home Occupation**

1. Review of past meetings about Home Occupation for Kurt and Audience members.
2. ZBA meeting in January 2019 to further discuss the interpretation of the current Home Occupation law.
3. Doug Roether, ZBA chair person, read section 50 1a from the zoning ordinance:
  - a. In any district nothing in this ordinance shall prevent individuals from conducting their business, trade or profession, including a bed and breakfast, in their home or residence provided no one other than the owners or tenants of the property is employed on the premises, that no other business person, trades persons or professional shall be permitted to share, let or sublet space for any use; that there be no external evidence of such use except one sign consistent with Article V, Section 50C Sign Regulations, and that there shall not be any exterior storage of materials or equipment.

4. Board members discussed section 50 1a, the wording of it and if whether or not it is clear. Focus though is on section 50 1b. ZBA members focused on 1a.
5. Deb read section 50 1b:
  - a. In any district individuals may, with a Special Use Permit from the Zoning Board of Appeals, conduct their business, trade or profession in their home or residence provided no more than one person is employed in addition to the owner or tenant of the property; that no other professional shall be permitted to share, let, or sublet space for professional use; that there be no external evidence of such use except for one sign consistent with Article V, Section 50C Sign Regulations, and that there shall not be any exterior storage of materials or equipment.
6. The disagreement lies within the interpretation of what businesses are allowed with a special use permit issued by the ZBA, due to the unclear wording of Section 50 1b and how it applies to Section 50 1a.
7. Possible changes that were suggested include changing the number of allowable people permitted to work and the usage of external buildings.
8. Point made by Todd that as a Planning Board they need to keep an open mind as to not be “reactive and to be proactive,” when looking towards the future of the town.
9. Mention and discussion of specific performance standards that would apply when an applicant applies for a special use permit. Tom suggest everyone review the special use permit written law in the Zoning Ordinance, Article V section 50 number 3, prior to next month’s meeting, in order to be familiar with the performance standards already in place.
10. Review of the Use Regulation and Use Tabulation chart in the Zoning Ordinance for audience clarification. This is found within the Zoning Ordinance starting with Article III Section 30 through Article IV Section 40-45.
11. The goal is to not restrict Home Occupation, but to make the definition clear, expand the definition in regards to employees, accessory buildings and possibly enhancing the current possible uses allowed when applying for a special use permit, keeping in mind the character of the community and the impact a home occupation may have on the surrounding land and home owners.
12. Deb makes the suggestion to create a Home Occupation application which could stream line the application and decision making process. Deb to put some ideas on paper regarding an application, to discuss at future meetings.
13. Zoning Board of Appeals and Planning Board to continue to work together on amending the current Home Occupation definition and special use permit process.

***Deb made a motion to adjourn, Tom seconded it. All in favor.***

Meeting adjourned at 9:00pm.

Next meeting to be held February 14 at 7:30pm.