



**Moretown Planning Commission
6:30 PM, November 3, 2021
Moretown Town Offices and ZOOM
Minutes**

Present: David Stapleton, Chair; Deb Carroll, John Schmeltzer, Karen Horn

Guests: Jonathan Siegel

David Stapleton called the meeting to order at 6:40 pm.

Public Comment: None

Karen made a motion to adopt the minutes of October 20 with a spelling correction, Deb seconded the motion, which was adopted unanimously.

The Planning Commission discussed the procedure for hiring a new zoning administrator and what might be included in the job description (flexible work hours, need your own car, ...)

The Planning Commission discussed how to disseminate the survey – front porch forum, town website, place copies at Roots, general store, Snowfire, Moretown school newsletter for a link, Valley Reporter. The hope is to make the survey available before the holidays and in January remind people to take it.

The Planning Commission discussed parking requirements in the Commercial district (see p. 49 -50 of the current zoning ordinance)

John made a motion to adjourn at 8:10 pm. Deb seconded the motion, which was unanimously approved.

*Respectfully Submitted,
Karen Horn, November 4, 2021*