

Guilford Planning Board
MINUTES
Guilford Town Office
February 19, 2014

Attendance

Members present: Matt Holland, Chairman; Robert Elliot, Martha Ward, and Lou Sidell
Secretary - Quorum present: Alternate present: Clayton Griffin, Second Alternate.
Absent: Richard Panceria, First Alternate, Ed Davis

Meeting called to order at 7:03 P.M.

Also present: Tom Goulette, Town Manager and Keith Doore, Code Enforcement Officer;
CEO Report,
Code Enforcement Officer Keith Doore provided the board with the following report

Minutes

Member Ward moved to approve the minutes of the January 15, 2014 meeting with corrections.
Member Elliot seconded. Motion carried unanimously.

Code Officer's Report

CEO, Keith Doore said he had nothing report

One Year Review

Chair, Matt Holland suggested it was time for a review of what the board has done over the past year and review as to what worked and what didn't. The first issue was the permit process for the Family Dollar Store on Elm Street. It was noted that there should have been a traffic study prior to the issuance of the permit per a state DOT rule. DOT wanted a driveway change. A discussion of what constituted permit requirements.

Member Griffin noted that he was informed that the plumbing requirement for his new store were to meet town plumbing ordinance. It was noted that the town should develop a checklist for permit requirements. A discussion was had regarding the plumbing permit process.

It was also noted that the Annual Town Meeting is set for March 17th.

Member Sidell suggested that Keith Doore give some format for reporting on permits so it would be easier to record them for the minutes and reduce questions. He also suggested that the Board may want to hold a work session of permit format. It was also suggested that we should revisit the parking standards.

Member Clayton moved to adjourn and Member Elliot seconded the motion. Motion carried unanimously

Respectively Submitted,

Lou Sidell,
Secretary