

**TOWN OF WOODFORD
WOODFORD TOWN HALL
PLANNING BOARD MINUTES (Unapproved)
June 13, 2022**

Members Present: Susan Wright-Chair, Chuck Suss, John Dovitski

Also Present: Janet Saddler (Clerk) James Kinney (by phone)

1. Susan called the meeting to order at 5:35PM

2. **Agenda Adjustments:** There were no agenda adjustments.

3. **Public Comments:** No public comments.

4. **Approval of Minutes (5/9/2022)** Chuck made a motion to approve the minutes as presented with a 2nd from John. All in favor, **motion carries**.

5. **Planning/Zoning Bylaw Review:** The Board decided to postpone Bylaw discussion to the next meeting in July.

5. **Other Business:** James Kinney called in concerning a violation of permit #2020-05 that had been approved by the Board in July of 2020. Specifically, the applicant David Stevens of 2405 Vt. Rte. 9, was granted approval to construct a 40-foot length by 60-foot width by 22-foot height building to be used for office space/commercial business. It had come to Mr. Kinney's attention that the height of the constructed building was higher than the permit application/approval of 22 feet. Mr. Kinney determined that the actual height is 35 feet. The Town's Bylaw height maximum is 30 feet. The construction of the building is not fully completed. Mr. Kinney wanted to advise the Board that he had issued a notice of violation as well as a cease-and-desist order.

After some discussion the Board indicated that they could not grant a waiver nor does Mr. Stevens qualify for a variance. They would be happy to meet with him for future discussion should he request it. All on the Board agreed that the legal process needed to be followed by Mr. Kinney and supported his decision to issue the violation notice and cease and desist order.

6. **Adjourn:** Susan made a motion to adjourn at 6:05PM with a 2nd from Chuck. All in favor, **motion carries**.

Respectfully Submitted,

Janet Saddler, Board Clerk