

**Town of Maidstone
Planning Commission Meeting
Wednesday, November 30, 2022 @ 6.30 pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/83264377267?pwd=a2lqbUR3ZmU2WkZ1aEU3U00xZjhiUT09>

AGENDA

- Call to Order
- Approve the minutes of the September 13, 2022 Meeting and the November 7, 2022 Special Meeting
- Discuss the Draft Workflow Chart and the Roles and Responsibilities Chart
 - Discuss the Town of Maidstone Zoning Application Process policy
 - Discuss the Bylaws' job descriptions for the Zoning Administrator and for the Assistant Zoning Administrator
 - Review and discuss how/if the Zoning Permit Application form reflects the Bylaws and the Roles and Responsibilities Chart
 - Discuss Temporary Zoning Administrator's approval of the Bennett conditional use application; take action if needed
 - Review and discuss Certificate of Occupancy issued by the Zoning Administrator in March 2022 that does not comply with Maidstone Zoning Bylaws
- Review and discuss Draft Amended Certificate of Occupancy Permit Application; recommend action if needed
- Review and discuss applications received for the position of Assistant Zoning Administrator
- Decide which applicant to nominate for the position
- Draft a letter with the nomination that will be sent to the Selectboard before its December 5, 2022 meeting
- Discuss developing a plan of action for reviewing the Town Plan and any necessary changes to the Maidstone Zoning Bylaws
- Set date for next meeting
- Adjourn

Meeting ID: 832 6437 7267

Passcode: 814825

Find your local number: <https://us02web.zoom.us/j/83264377267>