

Planning Commission
Martin Memorial Hall
5259 Route 5, Ascutney VT
FINAL Planning Commission Meeting Minutes
Monday September 14, 2020 7:00 PM

Planning Commission Members Present:

Paul Tillman
Fred Kowalik
Howard Beach
Michael Todd
Tyler Harwell
Chris Whidden, Zoning Administrator

Attendees: Carl Wyman

- 1.) Call to Order by Chair, Paul Tillman at 7:02 pm
- 2.) Agenda Review – September 14, 2020

Chair would like to move #5 “Approval of Meeting Minutes from August 24, 2020” tabled to next meeting.”

Michael Todd made motion to table “Approval of Meeting Minutes from August 24, 2020” to the next meeting.

Howard Beach – 2nd

Vote – unanimous

Right now, #6 is “Sketch Plan Review for Carl Wyman Subdivision on Route 131” it is actually a continuation from the hearing on August 24th.

Michael Todd requested to move #10 “Status Spreadsheet Review” to #6.

New Agenda as follows:

1. Call to Order
2. Agenda Review – September 14, 2020
3. Comments from the Chair and Land Use Administrator
4. Comment from Citizens regarding items not on the agenda.
5. Sketch Plan/hearing for Carl Wyman Subdivision on Route 131.
6. Status Spreadsheet Review-
 - a. Review Bylaws that have been completed, approved and that have had the Planning Commission Hearings.
 - b. Review status on non-completed bylaws
7. Zoning Bylaw Update –

- a. Review and consider approval of proposed Conservation of Natural Resources bylaws for the August 24, 2020 Hearing.
 - i. Aquifer protection bylaw
 - ii. Riparian buffers
- 8. Discuss timeline for “Town Plan” review and update. What sections to work on first.
- 9. Changes to the Zoning Map
 - a. Review results from past survey results collected from Town Revitalization and Outreach surveys and meetings.
 - b. Review the proposed changes to the Village Designation
 - c. Review designations and boundaries for –
 - i. Hamlets
 - ii. Highway Commercial
 - iii. Industrial
- 10. Discussion of Items for Future Agendas
- 11. Any other business that can be legally discussed
- 12. Adjourn

No further discussion from the Planning Commission.

3.) Comments from Chair and Land Use Administrator

Chris Whidden received correspondence from the State and they have been awarded a grant for \$19,800.00 to be used towards the digitization of land use records. These should start being digitized within the next month.

He also submitted a memorandum to the Select Board with an update of what his office has been doing.

We have also received another subdivision application from Gary Brown. Chris Whidden would like to set that hearing for October 12, 2020 at 7:15 pm.

Paul Tillman let the Planning Commission know that the Select Board approved the interim bylaw for sound.

Just a reminder that Town Meeting is scheduled for Saturday September 19th at 1pm. The Select Board asked us to be prepared to speak on repercussions of the bylaw or comment on things people may ask.

Michael Todd asked Chris Whidden what the \$19,800 can be used for. It will be used to digitize all the land records and indexing them from present all the way back to 1977. The Town is also contracting with a 3rd party to come in to do the work.

Paul Tillman wanted to know that they have money that was allotted to Land Use from the Select Board.

4.) Comments from Citizens regarding items not on agenda.

No Comments

5.) Sketch Plan Review for Carl Wyman Subdivision on Route 131, Continuation

Chris Whidden provided an updated map with the additions that were requested at the last meeting.

The Planning Commission went through the list that was required for the subdivision.

- Overlays for restrictions:
- Well heads were identified (Well 1 and Well 2)
- Building envelopes were added
- Notes for lots not being developed
- Title Block
- North Arrow and Date
- Zoning on the application (District – Highway commercial)
- Contour Lines
- Right of Way (Lots 1, 6 and 7)
- Prime Ag Soils, email sent earlier in the day regarding this. Data has been received and included.

Further discussion and clarification were had on the mylar.

Paul Tillman, Chair closed the hearing for the Carl Wyman subdivision

Michael Todd made a motion to accept the subdivision by Carl Wyman, at 7409 Route 131 Weathersfield, parcel 03-02-07.

Howard Beach – 2nd

Vote - Unanimous

6.) Status Spreadsheet Review-

- a. Review Bylaws that have been completed, approved and that have had the Planning Commission Hearings.
- b. Review status on non-completed bylaws

Chris Whidden provided a list of the bylaws that he has found and a Notice of Public Hearing to agree on for the next meeting.

Michael Todd made a motion to set a Public Hearing for the Planning Commission for October 12, 2020 @ 7:15 pm. The hearing will include the 11 titles listed here:

- 1.) Removal of “Contractor’s Storage” use
- 2.) Signs – See 3.8
- 3.) Outdoor Lighting – See 3.6
- 4.) Waivers – See 6.9
- 5.) Small Enterprise
- 6.) Formula Business
- 7.) Off Street Parking – See 3.5
- 8.) Home-Based Occupation and Home-Based Business – See 4.5
- 9.) Definitions – Article 7, including but not limited to:

- a. Motel
 - b. Inn/Small Motel
 - c. Boarding House
 - d. Building Height
 - e. Community Non-Profit
- 10.) Ground Water Protection Ordinance
- 11.) Section 6.10.1 - Application

Howard Beach – 2nd

Discussion:

Michael Todd noted that these are mostly bylaws that we have already held a hearing on and they did not get through the process in time. The Select Board has been made aware and asked to please not let it happen again.

Chris Whidden noted that some of the definitions in #9 and 10 and 11 are all new.

Vote – Unanimous

Chris Whidden will warn a hearing for October 26, 2010 @ 7:15 pm for the following:

- 1.) Section 3.2.4 – Habitat Areas
- 2.) Section 4.1.1 – Renewable Energy Production
- 3.) Section 4.2.0 – Renewable Energy Systems
- 4.) Section 4.2.1 – Definitions
- 5.) Section 4.2.2 – Small Scale Renewable Energy Systems
- 6.) Section 4.2.3 – Large Scale Renewable Energy Systems
- 7.) Section 4.2.4 – General Standards
- 8.) Section 6.10.2 – Variances
 - a. Definitions
 - b. Compliance with Federal and State Laws

Michael Todd made a motion to have a Public Hearing on October 26, 2020 @ 7:15 pm for the above listed items.

Howard Beach – 2nd

No Discussion

Vote – Unanimous

7.) Zoning Bylaw Update –

- a. Review and consider approval of proposed Conservation of Natural Resources bylaws for the August 24, 2020 Hearing.
 - i. Aquafer protection bylaw
 - ii. Riparian buffers

Discussed at last meeting.

8.) Discuss timeline for “Town Plan” review and update. What sections to work on first.

Paul Tillman asked Chris Whidden if he knew what the time frame was on the Town Plan. Chris Whidden said it has taken a back seat while he was working on all the bylaws. Michael Todd noted that the current timeline is now 7 years.

Chris Whidden will provide copies of the Town Plan for members who don't have it.

9.) Changes to the Zoning Map

- a. Review results from past survey results collected from Town Revitalization and Outreach surveys and meetings.
- b. Review the proposed changes to the Village Designation
- c. Review designations and boundaries for –
 - i. Hamlets
 - ii. Highway Commercial
 - iii. Industrial

Paul Tillman sent out emails with the past survey results collected from Town Revitalization and Outreach surveys and meetings. He also reached out to Jason Rasmussen to come to discuss. Sven Federo will be coming to the next meeting to help with the Zoning Map discussion.

The most requested items were:

- Coffee Shop
- Hiking Trails
- Sidewalks
- Parks

Further discussion was had on the survey results and ideas for the Town.

10.) Discussion of Items for Future Agendas

Items listed above for hearings, Town Plan and Zoning Map discussion.

11.) Any other business that can be legally discussed

None

12.) Adjourn

Howard Beach made a motion to adjourn the meeting.

Michael Todd – 2nd

No discussion

Vote - unanimous

Meeting adjourned at 8:38 PM

Next Planning Commission Meeting is scheduled for Monday September 28, 2020 at 7:00 pm at Martin Memorial Hall.

Respectfully,
Chauncie Tillman
Recording Secretary