

DRAFT
Brandon Planning Commission
June 1, 2015

Planning Commission Members Present: Jeff Guevin, Phyllis Aitchison, Linda Stewart, Marty Feldman

Others Present: Anna Scheck

Call to Order:

Jeff Guevin called the meeting to order at 7:06PM.

Approval of Agenda:

A motion was made by Linda Stewart and seconded by Marty Feldman to approve the agenda as presented. **The motion passed unanimously.**

Approval of Minutes:

. May 4, 2015 Planning Commission Meeting Minutes

A motion was made by Linda Stewart and seconded by Marty Feldman to approve the minutes of the May 4, 2015 Planning Commission meeting. **The motion passed unanimously.**

Old Business:

. MPG Grant Status & Contracts

Jeff Guevin reported the Municipal Planning Grant's (MPG) system is down for the next month for an upgrade and information cannot be uploaded to their site. All MPG grant funds have been spent. The Planning Commission will submit the draft copy, along with other information, to ACCD as part of the report.

. Zoning Administrator Report

Anna Scheck provided a written report to the Planning Commission on the permits that have been issued. Ms. Scheck stated next month there will be about 15 permits that she will bring before the Commission. Ms. Scheck reported Jeff Guevin has been reappointed to the Planning Commission for a term ending June 30, 2018 and Frank Bump was appointed to the Planning Commission for a term ending June 30, 2016.

Ms. Scheck attended a Rutland Region Planning Commission (RRPC) meeting that had a detailed discussion regarding solar projects. It was noted there will be setbacks, but there is question as to whether there will be an overall regulation or whether each municipality will be allowed to set the parameters. There was discussion of the Housing and Community Development grant. There will be a RRPC meeting on June 16th to discuss and vote on the FY16 budget and work plan. There is also a June 11th workshop regarding building flood resiliency. Ms. Scheck reported all bills have been received with exception of Jim Donovan's invoice for \$500.00 relating to the MPG grant. The remaining funds will be requested later this month. Jeff Guevin recommended a webinar regarding flood plains to Ms. Scheck and will provide her information on this subject. Ms. Scheck reported there is a DRB hearing scheduled for Tuesday, June 4th at 8:00AM at the Town Office to consider a conditional use application to repair the Green Park, which includes grading and fill to improve existing structures in the floodway. A representative from the state, Dave Atherton, Daryl Burlett, a representative from Aldrich & Elliott and Ms. Scheck met regarding Green Park and it was decided that a conditional use application is required.

Linda Stewart requested Ms. Scheck research several non-compliances to the Sign Ordinance. It was noted that only one electronic "Open" sign is allowed per business. It was suggested Ms. Scheck initially write a letter to those businesses that are not in compliance with the ordinance. Anna Scheck stated there are several businesses that are not in compliance and she will address the permits first and will act upon the non-compliances once the permits are up to date. Ms. Scheck is also working on some junkyard issues and she has spoken with Shawn Donovan from the state who has communicated with the owners. There was discussion concerning the Select Board's negotiation to purchase the property behind the Mobile Station. Concern was noted that municipal planning actions of this type should start with the Planning Commission. Jeff Guevin noted that it is the duty of the Planning Commission to develop and recommend to the Select Board such items as the Town Plan, as the Planning Commission is not an executive board and does not have decision-making authority. A recommendation was made to schedule a meeting with the Select Board to discuss the actions of the Planning Commission.

. Review and Revise Town Plan

- Maps by RRPC (Rutland Region Planning Commission)

Jeff Guevin outlined the proposed Park Village Development District that will include an industrial area and will exclude the wetlands. It was suggested there could be a path developed to connect the district to town. A development district could be used as a marketing tool for the Tubbs building. It was noted there are services available in this area. With regard to signage, Anna Scheck stated there is a 200-foot buffer zone for signs with the original intent of having all signs within Park Village. It was the consensus of the Planning Commission that the Park Village Development District should be a new district on the Future Land Use map.

Mr. Guevin outlined the proposed Forestdale Village District that would run from Town Farm Road around to the intersection of Country Club Road to Smalley Road, and Smalley Road over to McConnell and east to the town line from the intersection of Smalley Road and McConnell Road. There will be an area in Forestdale roughly from the Wesleyan Church to the Episcopal Church and around to the Living Water Church that is proposed to be designated as the Forestdale Village Center. As part of the Natural Resource maps, it was recommended to include a map of the Brandon Habitat Connectivity to provide information on the critical habitat connectivity areas and it was suggested to include habitat blocks on the map. There was discussion of a Wind Potential map and it was noted there are no wind ratings in Brandon which would negate the possibility of wind turbines, as there is no area sufficient for wind power potential. Mr. Guevin provided a review of the Lot Size and Constraints map that provided information on the values by lot. There was a goal to see what the correlation between lot size and assessed value per acre was. The Committee reviewed a map of Brandon's Growth Over Time and it was noted there has been a steady decline in new structures being built. The decision was made to omit this map from the Plan. In reviewing the map of Inactive and Active Dams, it was determined this map would not be included in the Plan. From a review of the map of Potential for Biomass in the Area and a Land Use Potential for Biomass-Energy Based Energy Cultivation, it was noted the map will need more explanation and text. The Education and Community Facilities map will need some clarification, but was thought to be a good map. This map will also be a good map for trails and could also have a terrain version. Additions to the map would include the covered bridge, Fire District #2, town land, town land downtown and parks. It was decided this would be a good map to include in the Plan. In reviewing the Brandon Transportation map, it was noted that it has a similar design to the Education and Community Facilities map. This map will need further clarification of trails versus Class 4 roads. The Fluvial Erosion and FEMA Flood map was reviewed and it was noted that it will be important to add the flood areas to the Future Land Use map. It was also recommended to include an updated aquifer protection overlay and parcel lines to the Future Land Use map and to determine how many areas there are in Brandon. Jeff Guevin noted there could be new planning districts developed that would eliminate high-density, multi-use areas. Mr. Guevin suggested the development of gateway districts on Routes 7 and 73 with the goal of protecting the scenic entryway into Brandon. These will

have a focus on aesthetics and it will be suggested that the areas could remain more rural, with potential for growth. It was noted there needs to be broader descriptions of the types of areas outlined and there should be a land cover underlay that shows built land versus agriculture versus wetland and water to help people understand the Transect concept. It was noted there is not a lot of difference between neighborhood residential versus rural. Mr. Guevin will request the Regional Planning Commission develop a couple of different options for the Future Land Use map that will include the transects for the Planning Commission's consideration.

- *New Data from RRPC*

This item was tabled for discussion at a subsequent meeting.

- *Barn Raising – New Districts*

This item was tabled for discussion at a subsequent meeting.

- *Adoption Schedule*

- The Planning Commission will develop a product to submit and determine whether to adopt it or determine if it will require further work towards a final plan. It was recommended to send the current proposed Plan to all Planning Commission members for a final review prior to adoption. It is hoped by the next meeting, the final draft will be ready for adoption and hearings will be set.
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- It was suggested the Brandon Land Use Ordinance (BLUO) could also be sent to the Select Board at the same time as the Town Plan. An additional meeting will be scheduled for June to finalize the documents. Jeff Guevin advised that at least 30 days prior to the first hearing a copy of the amendment is to be delivered to the Select Board, neighboring towns, Regional Planning Commission, Department of Housing and Community Affairs, and any interested parties that have requested, per statute. It was the consensus of the Planning Commission to schedule the hearing for August 3rd to provide enough time to finalize the Plan. By July 3rd, the Planning Commission will have to provide the draft document to the required parties for comments.

New Business:

. *Other Business as Needed*

There was no discussion held.

Next Meetings:

Monday, June 15th

Adjournment:

A motion was made by Linda Stewart and seconded Marty Feldman to adjourn the Planning Commission meeting at 9:08PM. **The motion passed unanimously.**

Respectfully Submitted,

Charlene Bryant
Recording Secretary