

Town of Dorset Planning Commission September 6, 2011 Minutes

Members Present: B. Breed (Chairman), B. Herrmann, D. Pinsonault, G. Squire, T. Dee, C. Ferguson, B. Beavin, D. Lawrence, H. Coolidge

Members Absent:

Also Present: Tyler Yandow (Zoning Administrator), Jane M. Bridges, Joan Menson, Robert Menson, Jim Henderson (BCRC)

B. Breed, Chairman, opened the meeting at 7:02 p.m.

Approve Minutes of August 2, 2011

C. Ferguson moved and D. Lawrence seconded to approve the August 2, 2011 minutes as presented. Motion carried 7-0 (B. Breed & B. Beavin abstained).

Report from the Zoning Administrator

T. Yandow reported as follows:

- **Zoning Permits:** Permits were issued to the following parties: Evanczuk, Boundary Line Adjustment; Ben Hauben, Driveway Access Permit, wood shed, potting shed; Berkhout, addition to house; Jennifer Langstaff-French, barn; Gordon and Donna Calder, barn; Peter Wolfson and Laura Butterfield, shed.
- **Zoning, Other:** Issued Notice of Violation to Charles MacIntosh for addition to existing barn without zoning permit, Nichols Hill Rd. Have been in touch with owner who is cooperating.
- **E911:** Issued numbers for 3 houses on Moose Crossing, 1 on Long View Lane, and AT&T Cell Tower.
- **ZBA:** No minutes received.
- **AT&T Cell Tower** – Tower is in place. Work continuing. Received “Notice of Access Road Change /Request for Waiver of Advanced Notice” from their attorney (DRM) as well as “Courtesy Notification of Changes to Proposed Project” from EBI Consulting (architectural historians). The road has already been changed and is essentially finished. This paperwork is “after the fact.” Discussion ensued regarding procedures not being followed with B. Breed noting that this was not under the PC’s purview. T. Yandow commented that the roadway was shorter, more direct and minimized disruption.
- **VT DEC:** Received copy of WW permit for Faesy residence, Rt. 30.
- A resolution for signature was prepared by R. Gaiotti to submit with a build-out study grant application. The application is due by September 30th and is for \$8,000.

Permits Issued During the period of 7/26 through 8/30: 2011 - 8; 2010 – 3; 2009 – 8.

Report from the Bennington County Regional Commission

No report submitted.

Report from the Design Review Board

No report submitted.

Build Out Study Discussion with Jim Hendersen, BCRC

J. Henderson presented a new build-out study map that depicted zoning districts with parcels, but no topography. It was noted that many assumptions were made in creating the build-out study maps, but the project is a process which should result in discussions regarding development. It was explained that the mapping software deals with each parcel and the designated zoning by entering the parameters requested and it will show the potential new house locations. Natural barriers such as steep slopes, flood hazard zones, fluvial erosion hazard areas, endangered species, deer yards, wetlands, etc. can be included in the map which would then reduce building locations. The build-out study maps will be dependent upon the parameters entered and can be used as a tool to discuss zoning areas and potential growth. J. Henderson noted that applying for the build-out study grant would allow for more detailed mapping and planning. B. Beavin commented that the study could be used as a tool, but not a forecast; as it was unlikely to have so much development as currently shown on the map. J. Henderson responded that this was correct as there would be too many assumptions made, but it was a good tool to see if the regulations work with development.

Discussion of Application for Municipal Planning Grant

B. Breed read Attachment A ~ Scope of Work to Be Performed which was included with the grant application and asked the PC members if they wanted to move forward with this project by signing the resolution for the grant. It was the consensus of the PC Board to have the Town Manager submit the build-out study grant application and have B. Breed sign the resolution document.

J. Henderson mentioned that the BCRC has a new contract and new tasks have been laid out since the Challenge for Change legislation did not happen. Services offered involve planning topics, GIS, Brownfields programs, natural resource planning by J. Henderson & Jim Sullivan; transportation planning by Mark Andress and emergency coordination and solid waste coordination by Lissa Stark. Colette Galusha provides 42 years of BCRC experience in bookkeeping, reception, budgeting, etc. B. Breed asked how was the best way to get monthly updates regarding the BCRC's endeavors and J. Henderson replied that their website and links provide up to date information. It is the BCRC's goal to have more electronic information available. J. Henderson discussed Brownfield projects with the goal of trying to get the properties back into use.

Discussion of Rules of Procedure Draft August 2, 2011

T. Dee moved and D. Pinsonault seconded to move to approve the Rules of Procedure and Conflict of Interest Policy (draft dated 8/2/2011) as presented. Motion carried 9-0.

ZA Presentation of Typical Zoning Process

T. Yandow presented a blank zoning application along with a new instruction sheet which is given out to all applicants. He has added the instruction sheet recently to help applicants through the process. A flow chart was also included.

Discussion ensued regarding the application form and the following suggestions were made:

- Change *parcel* address to *physical* address on page 1:
- Remove boxes or just the lines between the upper and lower portion of page 1
- Include ZBL's and maps on website, as maps included in the ZBL book are poor quality

- On page 2, add the words *if adding any bathrooms or bedrooms* to the sentence involving the State of Vermont Wastewater System and Potable Water Supply Permit.
- A space needs to be added for the zoning fee
- Fee schedule needs revision and a proposed list has been submitted to R. Gaiotti
- Discussion on what qualifies as site improvements versus maintenance
- Addition of a permit renewal space on form and possible fee if renewed a certain number of times.
- Giving applicants a filled in application and plot plan drawing as an example to follow
- Outlining timeframes for the permitting process on the Town web site
- Encourage applicants to do sketch plans for review early in the process

Public Comments Taken

None

Other Business

- D. Pinsonault asked if there was a permit for the billboard sign on the S. Jone's barn and T. Yandow was to check on it.

G. Squire moved and D. Lawrence seconded to adjourn the meeting at 9:30 p.m.

Respectfully submitted,

Nancy Aversano

Town of Dorset ~ Planning Commission

Date 9/6/11
 Regular Meeting X
 Special Meeting

(Please Print) Name	Address	Representing	Testifying (Yes or No)
Jane M. Bridges	159 Danby Mtn. Rd. ^{Dorset}		No
JOAN MENSON	1131 RT. 30 DORSET		
ROBERT MENSON	" " "		
<i>Tom Henderson</i>	111 South St. Bennington VT 05201	BURL	Testifying Yes