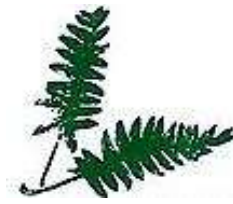


Town of Dorset, Vermont



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Town of Dorset Planning Commission Meeting Minutes of September 5, 2023

Present: Gay Squire (Chair), Scott Thompson (Vice Chair), Kit Wallace, David Berard, Scott Durgin, Connor Welch, Natalie Quigley
Also Present: Tyler Yandow (ZA), Kyle Zecher, Scott & Elinor Miller, Janet Hurley (BCRC), John & Sarena Barowsky, Ken Gilbert
Absent: David McAneny
Cc: R. Gaiotti, David McAneny, Brandy Saxton, all present

Chair G. Squire opened the meeting at 7:00 p.m.

Chair to Note Any Changes in Agenda

None.

Disclosure of Any Conflicts of Interest

No conflicts of interest were disclosed.

Recording of Meeting

The town video-taped the meeting via *Zoom*.

Approval of meeting minutes

S. Durgin made a motion seconded by K. Wallace to approve the meeting minutes of August 1, 2023. The motion was approved 7 – 0.

Zoning Administrator Report – T. Yandow noted public hearings are needed to amend the approved zoning map so that several properties could be removed from the RRP district and added to the RR district. Hearing dates had not been determined at the time of this meeting.

Report from BCRC representative – D. McAneny was not present to give a report. J. Hurley noted the most recent BCRC meeting was in July and the next meeting would be September 21, 2023.

Design Review Board - No meeting was held in August.

Public Hearing, 190 Havoc Hill – Site Development Plan review for firewood processing business producing more than 20 cords of wood per year. The business exists. K. Zecher presented his application for this business which is a conditional use. This included a narrative addressing applicable criteria in bylaw section 3.8.3. The board determined all applicable criteria had been met. J. Barowski asked what the hours of operation for the business were. K. Zecher responded that typically work starts around 7:30AM and finishes around 6:00PM. J. Barowski and Charles

& Elinor Miller expressed concern the increase in truck traffic on Havoc Hill Rd would result in increased maintenance for the road which is private. A motion was made by S. Durgin and seconded by C. Welch to approve the application as submitted. Motion approved 7 – 0.

Writing decisions – J. Hurley of BCRC reviewed the essentials of writing effective decisions. She noted the board has up to 45 days after a hearing to make a decision. This allows the decision to be put in writing. While zoning administrator in Manchester, J. Hurley wrote these decisions. T. Yandow would write them for Dorset, and the PC would review them before being distributed. J. Hurley noted most of the decisions she has written have boiler plate language covering a variety of topics. She will forward “Word” files of a few decisions so this language can be used in Dorset.

As part of the discussion, J. Hurley suggested the town may want to create a development review board to review all development applications and appeals. The planning commission would work on planning only. The Design Review Board would remain as is and would report its findings to the development review board which would hold public hearings for all applications. Having one board review development applications would speed up the permit process for all conditional uses because only one hearing would be required. Currently two hearings are required, site development plan review by the PC and conditional use review by the ZBA. There was discussion regarding whether existing members of the PC, ZBA, and DRB would be willing to continue to serve but in a new capacity as a member of the development review board or planning commission. Although a formal vote was not taken, the planning commission seemed to be in favor of creating a development review board. References in the bylaw to the planning commission and zoning board of adjustment would need to be amended as needed. The next step for the PC would be to send a memo to the selectboard expressing its desire to create a development review board and eliminate the zoning board of adjustment. The board felt the amendments to the town plan and bylaw should be finished before broaching this topic with the selectboard.

Public comment – None.

Next regular Planning Commission meeting – October 3, 2023, 7:00pm. All board members present indicated they would be able to attend.

Adjournment

S. Durgin made a motion seconded by D. Berard to adjourn the meeting at 9:00pm. Motion carried 7 – 0.

An audio/video recording of this meeting was made and is kept at the Dorset town office.

Respectfully submitted,
Tyler Yandow
Zoning Administrator