

# Town of Dorset, Vermont



**Dorset Town Offices:**

112 Mad Tom Road  
East Dorset, VT 05253

**Dorset Town Manager's Office:**

Phone: 802-362-4571 x 3

Fax: 802-362-5156

Email: [townmanager@gmail.com](mailto:townmanager@gmail.com)

Website: [www.dorsetvt.org](http://www.dorsetvt.org)

*Chartered 1761*

## Town of Dorset Planning Commission Meeting Minutes of October 3, 2023

**Present:** Gay Squire (Chair), Scott Thompson (Vice Chair), Kit Wallace, Scott Durgin, Connor Welch, Natalie Quigley, David McAneny  
**Also Present:** Tyler Yandow (ZA), Brandy Saxton (PlaceSense), Chris Scarlata, Ed Skillin, Michael Flett, Jane Kennedy, Carmel Furtado, Sarah & Ken Stefanak, Eleanor Gaffney  
**Absent:** David Berard  
**Cc:** R. Gaiotti, D. Berard, 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**

K. Wallace stated she had a conflict of interest regarding the application in the Design Overlay district at 3155 Route 30. She was the previous owner.

### **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 September 5, 2023. The motion was approved 7 – 0.

**Zoning Administrator Report** – T. Yandow briefly reviewed his report of Oct. 3, 2023. G. Squire noted discussion of transitioning from a Planning Commission and Zoning Board of Adjustment to a Development Review Board and a Planning Commission will take place early in 2024.

**Report from BCRC representative** – D. McAneny was not able to attend the September 21, 2023 meeting. However, he noted two informational items were discussed. The first was discussion of municipal energy policies, and the second discussion of VT Future Land Use Maps G.I.S. criteria.

**Design Review Committee** – Two applications were reviewed.

- 59 Church St – Add heat pump. C. Scarlata, the owner, presented the application. Currently there are three possible locations, all acceptable to the Design Review Committee. Two are on the west side of the house, and one on the south side. At this time the vendor has not decided which location is preferable. The pump will be screened by

lattice similar to that approved for Josiah Allen and the Dorset Church. A motion was made by C. Welch and seconded by S. Durgin to approve the application as submitted. Motion approved 7 – 0.

- 3155 Route 30 – J. Kennedy presented her application. The main building, now used for offices, will be converted to a single-family residence. The garage will be demolished and rebuilt as a carriage house. The site will have new landscaping, although some details of what is being proposed were not discussed because a landscaping plan was not provided. J. Kennedy did say however, that the large lilac bushes and flagpole in the middle of the driveway will be removed. Overgrown and invasive shrubbery will also be removed. All windows will be replaced. All vinyl siding will be replaced with Dutch lap wood. Multiple entrances will be replaced by a covered, single entrance facing Route 30. The cinder block chimney will be replaced by a painted brick chimney in the same location. The main asphalt shingle roof will be replaced with slate. A standing seam metal roof will be installed on the roof of a new covered walkway on the north and west sides, as well as on a sunroom addition on the west side. The exterior covered stairway will be eliminated, allowing restoration of the shed dormer above. This will make the house appear more symmetrical. The original exposed rafter tail detail typical of Craftsman style homes, will be restored. The style of the sunroom addition on the west side will be similar to English orangeries. The north curb cut will be eliminated. The south curb cut will remain and the driveway narrowed. The interior will undergo extensive renovations to convert the building to a residence. The barn will be replaced by a craftsman style carriage house with the main sliding door facing Route 30. The location of the carriage house will be approximately 20' west of the current location.

A motion was made by D. McAneny and seconded by S. Durgin to approve the application as submitted. Motion approved 6 – 0 – 1 (K. Wallace abstained).

**Public Hearing – 4343 Route 30 – Site Development Plan Review for a composting operation.** Compost will be created from material brought in from outside the farm which includes food scraps, leaves, and wood chips. M. Flett presented the application for Dorset Farm, LLC. The application included detailed drawings by Compost Technical Services as well as a Compost Facility Management Plan prepared by M. Flett. M. Flett stated this project is in response to Act 148 which prohibits food in non-recycled trash. He also noted both he and his wife have received Vermont Compost Operator Training Certificates.

Most of the compost will be used on the farm. Excess compost will be sold to the public and delivered in bulk by truck. No compost will be packaged.

Chair G. Squire reviewed the criteria in sections 3105, 4304.B, C, D, and figure 4-02 of the Bylaw. The board found all criteria had been met or were not applicable. During this discussion the following points and, or questions were raised:

- K. Stefanak asked if there was a limit to the amount of material brought in. M. Flett responded the facility size limits the amount of material processed. Windrows will be 4' wide by 4' tall by a maximum of 105' long.
- N. Quigley asked if anything will be seen from the road. M. Flett responded no.



- S. Stefanak asked if the process produces any smells and noted there is a significant bear population in the area. M. Flett responded no and added, if there is a smell, the process is not being done correctly.
- Any contaminated material will not be accepted for composting. No horse manure will be accepted because horse food may be grown using chemicals.

The fire chief has confirmed the department will be able to provide fire protection for this project.

A motion was made by S. Thompson and seconded by S. Durgin to approve the application as submitted. Motion approved 7 – 0.

**Bylaw Map Amendments** - A motion was made by G. Squire and seconded by S. Durgin to accept the changes to the zoning map dated September 26, 2023 as submitted by B. Saxton, and to hold a public hearing regarding these changes at the November 7, 2023 Planning Commission meeting. Motion approved 7 – 0.

**Public comment** – None.

**Next regular Planning Commission meeting** – November 7, 2023, 7:00pm. All board members present indicated they would be able to attend. A motion was made by D. McAneny and seconded by N. Quigley to adjourn the meeting at approximately 8:30PM. Motion approved 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

# Sign In Sheet

Name of board: Dorset Planning Commission

Date: October 3, 2023

**YOU MUST PROVIDE AN EMAIL ADDRESS  
TO BE SENT A COPY OF THE MEETING MINUTES**

NAME	USPS ADDRESS or EMAIL	REPRESENTING
	<b>USE 2 - 3 LINES IF NEEDED PLEASE PRINT CLEARLY</b>	
Michael Flett	mike nj vt@gmail.com	Dorset farm, LLC.
Jane Kennedy	jkvermont@gmail.com	self
CARMEL FURTADO	cfurtado180@hotmail.com	observing
Sarah + Ken Stefanak	<del>38</del> kstef45@gmail.com	self
Gleana Jeffrey	thedorsetark@gmail.com	self