

DRAFT
Planning Commission
November 14, 2016
Administrative Meeting

Present: Bruce Riddle, Peter Merrill, Toby Dayman, John Reid, Quinn Colgan, Jacques Harlow, and Jo-Ann Ells, Zoning Administrative Officer

Absent: Robin Adair Logan, and Mike Morris, Selectboard Liaison

Administrative Matters

1. Sketch Plan Review- Upper Valley Waldorf School

Chris Huston of Breadloaf Construction was present on behalf of the school.

Chris gave an overview of the project which includes additional classroom space, conversion of classroom space to an office and a new auditorium. He noted that enrollment at the school would not change.

Chris explained that the school is talking to the Hartford School District regarding leasing parking on the adjacent Ottauquechee School lot. He added that the project design team is researching grass pavers for the new parking spaces.

Chris stated that the house and garage on the corner of Main Street and Bluff Road would be removed so that the intersection could be widened and made safer.

There was a discussion regarding landscaping and the removal of trees. The Commission asked that the plan address the removal and planting of trees.

The Commission noted that lighting for the new parking area would need to be provided.

Chris noted that the school would like to count the drop off spaces towards the parking requirement. Toby stated that he would like to see some drop off spaces. Jacques agreed. Quinn suggested reviewing when the drop off spots are used as such (i.e. beginning and end of school day compared to when events take place).

2. Sketch Plan Review- Housing Vermont/Twin Pine Housing Trust, Residential Planned Development

Samantha Dunn, Will Giblin, Shannon Harrington, and Gregg Gossens were present.

Gregg reviewed a site plan depicting a multi-family housing project including townhomes and an apartment building.

Shannon reviewed utilities.

2. 11-14-16

The Commission was satisfied with the proposed amenities; play area, open space, and a community garden.

Peter suggested the applicants try and connect some trails to the abutting lands.

Bruce asked that the health of the trees in the area to remain forested be evaluated.

Bruce requested that Lily pond be protected from runoff, and the design of the building be given due consideration.

Toby suggested a drop off area be provided at the apartment building.

Quinn asked that the applicant consider keeping the pedestrian walkway to Lily Pond Road maintained year round.

Quinn requested that there be a maintenance plan for the community gardens. Samantha confirmed that there would be a maintenance plan.

3. Sketch Plan Review- Gary Neil, Concert and Festival Venue

Cancelled.

4. Minutes

Toby moved to approve the minutes of July 11, 2016. John seconded and the motion passed 4-0-2 with Bruce and Quinn abstaining.

Jacques moved to approve the minutes of September 12, 2016. Toby seconded and the motion passed 5-0-1 with John abstaining.

The minutes of October 17, 2016 were tabled.

5. 2017 Meeting Schedule

The Commission approved their meeting schedule for 2017.

6. Projects Receiving Administrative Approval

None

7. Zoning Administrator Nomination

Bruce explained that the Zoning Administrator is appointed for a three year term by the Selectboard after a nomination by the Planning Commission.

3. 11-14-16

Peter Merrill moved to nominate Jo-Ann Ells as Zoning Administrator. Quinn seconded and the motion passed unanimously.

8. Availability for the next Public Hearing

Jo-Ann noted that there were no applications submitted for the December hearing and that the next hearing was scheduled for January 23, 2017. All Commissioners anticipated being available for the January hearing.

9. Public Comment

None

Adjournment

At 7:45 p.m. Quinn moved to adjourn. Peter seconded the motion and the Hearing was adjourned.

Respectively Submitted,

Peter Merrill, Clerk