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**GEORGIA PLANNING COMMISSION**

**MEETING MINUTES**  
**December 10, 2019**

*(As approved by the Planning Commission 1.14.20)*

**Board Members Present:** George Bilodeau, Suzanna Brown, Greg Drew, David Vincent, Lary Martell

**Members absent:** Tony Heinlein

**Staff Present:** Larry Lewack, Planning Coordinator.

**Others Present:** Brad & Heidi Brouillette, Don Dixon, Jim Jones (LCATV videographer)

Commission Chair Suzanna Brown called the meeting to order at 7:01 p.m.

**Public Hearings:**

**PC-021-19: Final Plat Amendment, Charles & Janece Leeuw, Owners/Applicants, for a previously-approved 3-lot subdivision,** across from 177 Blake Rd. in the AR-1 zoning district. Continued from Nov. 26 mtg.

- Chair Suzanna Brown asked for a motion to continue this hearing again to the next meeting of January 14, 2020, as the applicant has not provided additional materials as requested by the PC at the last meeting. Greg Drew moved, David Vincent 2<sup>nd</sup>, passed unanimously.

**PC-027-19: Sketch Plan Review for Heidi and Brad Brouillette, Owners/ Applicants, for a 2-lot subdivision.** The property is located at 217 Conger Rd. in the AR-1 Zoning District.

Suzanna Brown read the project abstract into the record. and swore in all witnesses.

- Brad and Heidi Brouillette, applicants & owners, presented the project. Suzanna Brown asked if they had anything new from what was presented in the packets last week. Brad Brouillette said yes, he dropped off updated site plans this morning (Larry Lewack passed around these copies), and obtained their state water and septic permit & recorded it this morning with the Town Clerk.
- Lary Martell: asked why does lot 8 have an extension behind new lot 9 out to the RR tracks? Brad responded: there's a pond next to the tracks which they want to maintain as part of their property. Suzanna Brown noted that PC usually prefers lot lines that are more rectangular. She also noted that elevation contour lines are indistinct on reduced plan; Larry brought out the large format version & the contour lines are more clear, but the plat is still incomplete because they don't extend out to the lot lines. Suzanna asked how long is the driveway for Lot 9? Brad: about 225 ft., similar to their current driveway.
- Lary Martell: noted he researched prior subdivisions on this land (Newton, 1986, 1996); did not find any restrictions or covenants that would affect this application.

- 47 • Suzanna Brown: what's the basis of the proposed location of the new house site, and septic  
48 plans? Brad: engineer tested soils & found those were the best locations for each. David  
49 Vincent asked about the width of the driveway? Brad: not yet determined. Suzanna: do you  
50 have a town road access permit for the new driveway? Brad: not yet. Also don't have a  
51 letter from the Fire Chief, will get that too, once driveway is designed. Suzanna Brown:  
52 where will the well be located? Brad: still being worked out by engineer. Lary Martell asked  
53 about the WW permit for their current system. Greg Drew asked about whether VAST had a  
54 ROW for the trail that crosses their property. Brad: there is no ROW, it's just a 'handshake'  
55 to allow that use. More discussion about proposed lot lines; applicants aren't open to  
56 changing them.
- 57 • Greg Drew asked about if new septic leach field is too close to lot 9 northern lot line. Edge of  
58 mound appears to be right on setback line. Brad: engineer & surveyors may need to clarify  
59 location for next presentation. Lary: confident in engineer's knowledge of state regs. Brad:  
60 understands that next draft of site plan will include well location & shield, septic shield.
- 61 • Suzanna Brown asked if they can agree to leave forested sections intact? Brad & Heidi said  
62 yes, they plan to do that. They would also be agreeable to narrow the building envelope on  
63 Lot 9 to guarantee more of that land is left open by the new owners. Some discussion about  
64 surrounding lands & their current use.

65 **George Bilodeau then moved to accept the application as presented & close the public hearing.**  
66 **Greg Drew seconded, adopted unanimously.** Brad & Heidi Brouillette and Don Dixon then left  
67 the meeting.  
68

69 **Draft minutes of November 26, 2019 Planning Commission meeting:** were reviewed. Need to  
70 correct Camisa's name reference. Lary Martell & Suzanna Brown noted other corrections. Lary  
71 Martell moved to accept minutes as corrected, seconded by David Vincent, approved unanimously  
72 except for Greg Drew, who abstained because he wasn't present at that meeting.

73 **The Commission reviewed the draft Notice of Decision for PC-025-19, 2-lot minor subdivision**  
74 **for Brian & Holly Thweatt at 417 Montcalm Rd.** This decision was actually available at our last  
75 meeting, but Larry forgot to hand out copies & we didn't have time to discuss then. He asked  
76 Suzanna to go over it, so we could close the loop & approve at this meeting. Suzanna noted one  
77 minor correction & said otherwise, good to go. The Commission already voted approval at the Nov.  
78 12<sup>th</sup> mtg. Larry will prepare a corrected final order for Suzanna's signature next week.

79 **The Commission next discussed the draft follow-up letter for Final Plat Amendment review for**  
80 **Charles & Janece Leeuw, for 177 Blake Rd. deferred lot.** Noted correction re: no state septic  
81 permit amendment needed. Leeuw has placed many stakes on the property, but still missing all the  
82 other materials stipulated by PC at the November 26 mtg. No motion needed, OK to mail w/ change.

83 **The Commission next discussed a draft Notice of Decision for PC-005-19, 17 Black Walnut**  
84 **LLC, Final Plat approval for 4-lot minor subdivision at 26-104 Ballard Rd.** Larry noted he  
85 removed condition relating to waivers for nonconforming lots, since what's proposed does not  
86 increase nonconformity. Only remaining condition is to clarify depiction of former lot lines in site  
87 plan legend. Greg asked if his question about extending existing Lot 4/Lot 5 driveway on Ballard R.  
88 as a ROW through the lot north to the northern boundary was resolved. Suzanna Brown commented  
89 that this was raised, remains a live issue but will not be taken up until we have a proposed site plan.  
90 Lary noted that condition #6 should specify applicants must first obtain site plan approval before

91 building anything. With these changes, Commission approved this draft to be prepared for Suzanna's  
92 signature next week. (PC already voted approval of this application on November 26.)

93 **Lary Martell moved that the Commission enter into deliberative session at 7:55**, seconded by  
94 Greg Drew. Approved unanimously.

95  
96 **Greg Drew moved that the Commission close its deliberative session at 8:38**. David Vincent  
97 seconded. Approved unanimously.

98  
99 *The following summarizes several items the Commission decided during deliberative session:*

100  
101 Summary of next steps for Brouillette Sketch Plan, to be communicated by letter:

- 102 • Next version of site plan should include details of septic & well shields; location of new well;
- 103 smaller building envelope for Lot 9; all contours; delineate wetland buffer at pond's edge.
- 104 • Must supply road access permit & Fire Chief ability to serve letter.
- 105 • Other conditions as discussed.

106 Staff will prepare draft follow-up Sketch Plan letter with these details (not a decision) for PC review.

107  
108 re: Rooney Preliminary Plat draft decision: This draft was submitted to the town attorney this week  
109 for legal review. The Commission will defer its final decision on the draft until we get that feedback.

110  
111 **Motion made to adjourn the meeting at 8:40 p.m. made by Lary Martel, seconded by George**  
112 **Bilodeau.** The ayes were unanimous, the motion carried.

113  
114 **Selectboard Concerns:** (none noted)

115  
116 **Next meeting date:** January 14, 2020 at 7:00 p.m.

117  
118 Respectfully submitted,  
119 Larry Lewack, Planning Coordinator