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**GEORGIA PLANNING COMMISSION**

**MEETING MINUTES**  
**September 10, 2019**

*(Approved)*

**Board Members Present:** Suzanna Brown, Greg Drew, Lary Martel, David Vincent, Tony Heinlein, George Bilodeau

**Board Members Absent:** Maurice Fitzgerald

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

**Others Present:** Gary & Olive Gilmond, Holly & Brian Thweatt, Justin Holmes, Jim Jones

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

**Public Hearings:**

**Final Plat, PC-015-19, Olive and Gary Gilmond, 2-lot subdivision at 3723 Ethan Allen Hwy. in the AR-1/AR-2 zoning districts.**

- Justin Holmes, of Pinnacle Engineering, led the presentation of the site plan on behalf of the applicants, who were also present. Most recent subdivision on this property was a lot created in 2014 for one of the Gilmond grandchildren. Now returning to separate another lot for another grandchild. At Sketch Plan review, they initially proposed have house closer to Ballard Road. They've now decided to pull back the house further away from the road, with a longer driveway. Have a pending permit application with VT ANR to cross the Class 2 wetland with their driveway. Existing use of this lot: horse pasture. The open horse shed will be removed during construction. Power will be brought in on poles from the road. Have applied for & received their state DEC wastewater permit, as of yesterday. Town driveway access permit has not yet been applied for; plan to do so soon. Driveway will slope down from Ballard Rd.
- Suzanna Brown and Greg Drew both inquired about the wetland crossing of the driveway. Noted wetland buffer needs to be monumented to mark clearly before construction & for future owners.
- Lary Martell asked about driveway access permit; clarified it's not yet been secured.
- Tony Heinlein asked why there wasn't a legend to ID map features in the site plan. Mr. Holmes agreed this would be added for the final mylar.
- David Vincent asked about the driveway culvert being used for the wetland crossing. Mr. Holmes noted this is planned as a 15" diameter pipe.

George Bilodeau then moved to close the public hearing. Greg Drew seconded, adopted unanimously.

46 **Sketch Plan Review, PC-016-19, for Anne Thweatt, 2-lot subdivision at 417 Montcalm Rd. in**  
47 **the AR-1 zoning district.**  
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- 49 • Brian Thweatt presented the project site plan, assisted by Holly Thweatt. Wants to reduce  
50 their acreage from about 10 acres to 5 acres, then create a new lot for a viable homesite.  
51 Have a wastewater permit for a new Lot 1 (3). Clarified that no replacement septic is needed  
52 for Lot 2. There is an electric utility easement across Lots 3 & 1.
- 53 • Greg Drew noted they will need to identify this easement, and get permission to cross under  
54 the power lines with their driveway. Also noted that the wetland is a Class 2, not Class 3.
- 55 • Lary Martel asked that the turn-around which exists where Montcalm Rd. changes from a  
56 Class 3 to a Class 4 road be clearly shown on the site plan. Also noted the new lot should be  
57 clearly labeled as Lot 3, to keep the lots labelling clear in preparing a site plan & for future  
58 title searches. Also, suggests force main excavation be 20' if possible, otherwise 10' is fine.  
59 Brian responded that a 10' trench was recommended by their engineer. Lary also suggested  
60 using rebar to mark force main location after burial vs. wood, so they're more permanent.
- 61 • Tony Heinlein asked Brian to correct reference in site plan to Montcalm Road terminating at  
62 the point where it changes from a Class 3 to Class 4 road. (It actually continues as a Class 4  
63 road past the turn-around.) Brian said this would be fixed.
- 64 • Suzanna Brown noted it's difficult to read the wetland boundaries on the site plan; these need  
65 to be clarified on the final plat. Also asked about what's happening on the rest of the lot.  
66 Brian responded it's mostly wooded. Larry circulated an aerial orthophoto of the lot.  
67 Applicants stated they are not planning on building anything on the rest of the lot; will  
68 preserve it as open land.

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70 Greg Drew moved to close the hearing, 2<sup>nd</sup> by Larry Martel, approved unanimously.

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72 **Minutes of August 27, 2019 Planning Commission meeting:** were reviewed, corrected and  
73 discussed. Lary Martell moved to accept these corrected minutes, David Vincent seconded,  
74 approved unanimously.

75 **Larry Martel moved that the Commission enter into a deliberative session at 7:57.** Greg Drew  
76 seconded. Approved unanimously.

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78 **Larry Martel moved that the Commission close its deliberative session at 8:30.** Greg Drew  
79 seconded. Approved unanimously.

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81 **Larry Martel moved to adopt conditions of approval as discussed during deliberative session**  
82 **for Gilmond subdivision.** 2<sup>nd</sup>: David Vincent. Approved unanimously.

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84 Summary of conditions for Gilmond, to be communicated by follow-up letter to applicant:

- 85 ▪ Delineate wetland buffer from driveway to lot line on final mylar & with monuments\*
- 86 ▪ Demolish & remove open-sided horse shed
- 87 ▪ Follow state rules on mowing wetland areas\*
- 88 ▪ Add a legend to the site plan on final mylar
- 89 ▪ Need to note all required permits secured, including driveway access, state wetland permit  
90 etc. on final mylar
- 91 ▪ Driveway access permit must be secured prior to construction

- 92           ▪ All items noted with a \* above must also be noted on deeds for lot 3

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94 **Lary Martell moved to adopt conditions of approval as discussed during deliberative session**  
95 **for Thweatt Sketch Plan. 2<sup>nd</sup>:** David Vincent. Approved unanimously.

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97 Summary of conditions for Thweatt, to be communicated by follow-up letter to applicant:

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- 98           ▪ Re-do lot numbers for next presentation of site plans
- 99           ▪ Site plan should clearly show turn-around at Class 3/Class 4 transition point on Montcalm Rd.
- 100           ▪ Clearly delineate wetland buffers on both sides with monuments to at least 150' east of forcemain crossing, to mark in perpetuity. No mowing or other disturbances beyond state wetland rules allowed in wetland. This should be noted on site plan & in deeds.
- 101           ▪ Add map key with scale to site plan.
- 102           ▪ Install metal rebar to mark replacement mound system site.

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107 Motion made to adjourn the meeting at 8:32 p.m. made by Lary Martel, seconded by Greg Drew.  
108 The ayes were unanimous, the motion carried. The meeting was closed.

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110 **Selectboard Concerns:** Note 2<sup>nd</sup> bullet in Thweatt conditions, above, to ensure Class 4 portion of  
111 Montcalm Road is correctly noted on later versions of site plan. Also note driveway access permit  
112 required for Gilmond subdivision prior to construction.

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114 Respectfully submitted,  
115 Larry Lewack, Planning Coordinator

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