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**GEORGIA PLANNING COMMISSION**

**MEETING MINUTES**  
**November 26, 2019**

*(Approved Dec. 10, 2019 by Planning Commission)*

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

**Board Members Absent:** Greg Drew

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

**Others Present:** Justin Holmes, Kevin Camisa, Sara Camisa, Charles Leeuw, Tim Ebbers, Jim Jones (LCATV videographer)

Commission Chair Suzanna Brown called the meeting to order at 7:01 p.m. and swore in all witnesses.

**Public Hearings:**

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

Suzanna Brown read the project abstract into the record.

- Charles Leeuw introduced the project. He is seeking an amendment to the subdivision previously approved by the PC; he now wants to sell the 3<sup>rd</sup> of 3 lots as a house site. It's a 10-acre deferred lot. Staff flagged several aspects of the application that still need work. Needs town road access permit, permission from GMP to run driveway underneath power line ROW, needs ZBA conditional use approval to cross stream with force main to connect new house to Lot 2 leach field (planned).
- Charlie spoke with town Road Commissioner Todd Cadieux after his site visit to inspect staking of general location of proposed driveway. He will apply for a road access permit tomorrow. He has an approved septic permit amendment for tying in the proposed new house to an unbuilt system for adjacent Lot 2 (already approved). Will also apply for ZBA conditional use approval soon (likely not scheduled until January). New site plan indicates elevation contours, approximate location of driveway access. GMP has approved crossing the power line ROW with driveway. He has also obtained a letter from town Fire Chief documenting ability to serve from proposed driveway (though not yet fully designed).
- David Vincent asked about length of proposed driveway? CL: about 300 feet; current version of site plan does not show entire length. Suzanna Brown: does lot 2 have language in deed showing easement/ROW for septic? CL: not yet, Lot 2 not yet developed or sold. That language will be added when it's sold. LM: Is stream year-round, or seasonal? CL: it's year-round, noted state wetland engineer visited the site today. Determined he won't need a state permit for force main stream crossing because they'll be boring underneath the stream. Another ANR specialist will visit tomorrow to assess if wetlands are present (though not

48 indicated on state maps now). LM: What about showing a ROW/easement for Lot 1 to cross  
49 Lot 2 for building & maintaining the septic system? CL: hadn't considered that, but can &  
50 will address in the next revision of the site plan. LM: are you in a hurry to get this done?  
51 CL: has a buyer, would like to get these issues squared away soon. LM: would like to  
52 continue the hearing, to give him time to resolve these outstanding issues before we close the  
53 hearing to additional evidence. CL: OK by him.

54  
55 **Lary Martel then moved to continue this public hearing to Dec. 10. Tony Heinlein seconded,**  
56 **adopted unanimously.** Mr. Leeuw then left the meeting.  
57

58 **PC-005-19: Final Plat review for 17 Black Walnut LLC, Owner/Applicant for a 4-lot**  
59 **subdivision.** The property is located at 26-104 Ballard Rd. within the South Village Zoning District.

60  
61 Suzanna Brown read the project abstract into the record.  
62

- 63 • Kevin Camisa, representing applicant Peter Camisa, and Justin Holmes, engineer, introduced  
64 project & reviewed proposed site plan. Noted that the main driver for the current version has  
65 been staff request they resubmit project just showing proposed lots, with building plans  
66 removed. They don't have their 'ducks in a row' to present a complete site plan for a  
67 PUD/mixed use development at this time, so they're just trying to get approval now for the  
68 lot layouts & road access. Most lots are existing. They have adjusted boundaries from prior  
69 approval to create a new lot 6, & adjusted boundaries for Lots 5 and 2 for a different  
70 configuration. Lot 2 access would be from existing driveway next to Lot 4 from Ballard Rd.  
71 Lot 6 would be accessed from existing driveway for Grace Church, to be continued north  
72 along west boundary.
- 73 • George Bilodeau asked whether existing barn would be removed. Kevin Camisa noted there  
74 was a functioning community water system housed in that barn now. They have drilled a new  
75 well & plan to build a water treatment system as part of the new development, to be  
76 completed before they can demolish the barn & equipment. It took them a long time to  
77 contact all the property owners on that system re: draw of proposed new well. Believe there's  
78 plenty of water available in the aquifer to meet the needs of all current & proposed housing  
79 units. Holmes also clarified that they will be proposing 92 units of housing in the site plan,  
80 of which 60 units will be elderly housing, which don't count towards 35-unit annual cap on  
81 new housing units, which doesn't apply in the South Village in any event. Elder & other  
82 housing units would be phased in over a couple of years, if approved, so this project would  
83 not exceed town's annual limit. Would include multi-story buildings, which are permitted in  
84 South Village district.
- 85 • Lary Martell asked if easements were in place to permit access for Lots 2 and Lot 6. Holmes  
86 responded they do already have these ROWs. LM: also would like to see a legend which  
87 identifies the different line types. JH: final plat will have these details clarified.
- 88 • Suzanna Brown brought up Greg Drew's concern about whether these easements line up with  
89 future street grid location as anticipated in South Village master plan. JH: there are limits to  
90 how close pavement can encroach upon well shields, septic treatment systems that would  
91 prevent streets being built close to them; he doesn't think there is a plan to continue that  
92 Ballard Rd. ROW north all the way to lot line. Larry distributed a proposed street grid from  
93 the 2009 South Village transportation plan which shows a plan to have the Grace Church  
94 driveway extending north to meet an east-west street connecting along the north side of this

95 development to Route 7. SB: we realize this is a conceptual plan only & town has no current  
96 plans to build out that street grid, nor can we require private developers to do so. We just  
97 don't want to preclude the possibility of a functioning street grid with current decisions.

98 • Kevin Camisa noted that they've already done traffic studies for the future development.  
99 George Bilodeau asked if future sidewalks would be maintained by developer. PC: no, it will  
100 be maintained by the owners in the new development. LM: in next version, would like to see  
101 first floor commercial development, if possible. JH/PC: will be some, but prospects are  
102 constrained by current lack of access to Route 7 frontage, and current lot configuration.  
103 (Various 'wish list' items for commercial development in that neighborhood were discussed;  
104 SB noted those were not relevant to this application.)

105 • Larry Lewack asked about noncompliant setbacks as shown on plans for Lot 4. JH: lot 4 is  
106 unchanged, not increasing non-conforming structures, reducing non-conformity of other lots  
107 in this plan. Do they need a setback waiver? LL: will discuss in deliberative session. SB:  
108 think they're OK as is. JH: will be removing existing buildings that serviced former  
109 recreational uses. George Bilodeau asked if daycare owners are interested in buying house at  
110 26 Ballard Rd. PC: they've asked, but there's no plan to do so at this time. Daycare will be  
111 part of site plan for new development, but that's not part of the plans for this stage of review.

112 **Lary Martel moved to close hearing, 2<sup>nd</sup> by George Bilodeau, approved unanimously.** Kevin  
113 Camisa, Justin Holmes and Tim Ebbers left the meeting, at this point.

114  
115 **Draft minutes of November 11, 2019 Planning Commission meeting:** were reviewed, corrected  
116 and discussed. Lary Martel moved to accept corrected minutes, seconded by David Vincent,  
117 approved unanimously (except for George Bilodeau and Tony Heinlein, who abstained because they  
118 were not present at that meeting).

119  
120 **Draft minutes of November 12, 2019 Planning Commission meeting:** were reviewed, corrected  
121 and discussed. David Vincent moved to accept corrected minutes, seconded by Lary Martel  
122 approved unanimously (except for George Bilodeau and Tony Heinlein, who abstained because they  
123 were not present at that meeting).

124 **Lary Martel moved that the Commission enter into deliberative session at 8:10,** seconded by  
125 David Vincent. Approved unanimously.

126  
127 **Tony Heinlein moved that the Commission close its deliberative session at 8:35.** George  
128 Bilodeau seconded. Approved unanimously.

129  
130 The following summarizes what the Commission decided during its deliberative session:

131  
132 Summary of conditions for Leeuw project, to be communicated by follow-up letter to applicant:

- 133 • Next site plan must show all contour lines; location of driveway; delineate wetlands if they  
134 exist; show ROW for force main crossing of stream; ROW benefitting Lot 1 to Lot 2 septic.
- 135 • Approval will be conditioned on ZBA approval for force main crossing.

136  
137 Summary of conditions for Camisa Project, to be communicated in Final Plat Decision and Order:

- 138 • Final plat mylar should clarify old vs. new lot lines in the legend.
- 139 • If needed, grant variance for front & side yard setbacks for house on Lot 4.

140

141 **Lary Martel moved to approve conditions for Leeuw and Camisa applications, as discussed**  
142 **during deliberative session. David Vincent seconded, approved unanimously.**

143  
144 **Other business:**

- 145 • Lary Martel asked that decisions made in deliberative session be more concise & general, as  
146 reported in the meeting minutes. If we are too specific in reporting proposed conditions that  
147 later get changed when we issue the final decision, applicants can challenge the difference  
148 between the two versions. Lary gave a couple examples of how to be less specific, but still  
149 be compliant with requirements of Open Meeting Law. Other members agreed. Larry said  
150 he would keep this in mind for drafts of future meeting minutes.
- 151 • Suzanna Brown noted Town Administrator asked if PC approves posting our approved  
152 decisions on the town website. Members approved this change in practice.

153  
154 **Motion made to adjourn the meeting at 8:40 p.m. made by George Bilodeau, seconded by**  
155 **David Vincent. The ayes were unanimous, the motion carried.**

156  
157 **Selectboard Concerns:** (see 2<sup>nd</sup> bullet under ‘Other Business,’ above)

158  
159 **Next meeting date:** December 10, 2019

160  
161 Respectfully submitted,  
162 Larry Lewack, Planning Coordinator