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**Town of New Haven
PLANNING COMMISSION
New Haven Town Office
Monday, June 13, 2022
Meeting Minutes**

[June 13, 2022 minutes approved unanimously at July 11, 2022 PC meeting.]

Planning Commission Members present in person and via remote:

Co-chair Rob Litch, Bev Landon, Megan Ooms, Maggie Eaton, Betsy Taylor

Absent: Benj Putnam, Kathy Cahill

Visitors:

John Van Hoesen, Addison County Regional Planning Senior Planner

Staff Present:

Peggy Connor, Zoning Administrator & Minutes

I. Call to Order:

Co-chair Rob Litch called the meeting to order at 7:05 p.m.

1. Adjustments to Agenda

None.

2. Visitors' Business

None.

II. ZA Update/Grant Opportunities - Peggy

Peggy reported that the DRB met last week to continue its review of the Deer View Project on Ethan Allen Highway located between the Sunoco station and police barracks; specifically, the conditional use application for Lot 6 where Vermont Tree Goods owner John Monks plans to operate a woodworking operation and showroom. The hearing will be continued to June 20th when the applicant will provide the DRB with an overlay map showing new lot lines. A site review for a minor subdivision submitted by Steve and Marcia Dupoise will also be on the DRB's agenda for June 20th.

The Addison County Solid Waste Management District's conditional use application for a proposed residential transfer station on a 9-lot subdivision off Campground Road will be warned for a DRB meeting on July 18th.

No recent grant opportunities to report, but the Vermont Community Development Association spring conference will address the State's housing challenge on June 28th at the Barre Elks Lodge. There will be panels and peer-to-peer discussions that will cover 1) how towns can use ARPA funds to support housing; 2) investing in rehabilitation to bring units back online in regions with an older vacant housing stock; 3) practices from municipalities implementing Zoning Bylaw Modernization to promote housing development; and 4) making sense of untapped resources to kickstart housing projects. Any PC members who would like to attend should contact Town Treasurer Danielle Hubbell this week for registration information.

III. Energy Committee Update – Maggie Eaton

Maggie had planned to share the transportation survey with Selectboard members at their meeting on June 7th; however, due to technical difficulties she was unable to join the meeting remotely. Maggie's report will be on the Selectboard's next agenda, and if there are no objections from the board, she will proceed with gathering input from the community to determine what kind of transportation New Haven residents typically use and their thoughts on more sustainable transportation.

55 **IV. Continued Business: Draft Unified Bylaws**

56 **1. Review of Zoning Districts Map with ACRPC Senior Planner John Van Hoesen**

57 PC members reviewed with ACRPC Senior Planner John Van Hoesen the changes discussed at their
58 May 9th meeting:

- 59
- 60 ➤ delete all distant measurements (i.e., “2000 ft” measuring Munger Street to Forest District).
- 61 ➤ correct spelling of “Helena,” a private road off Main Street (currently reads “Helana”)
- 62 ➤ add road names to upper-right inset
- 63 ➤ adjust colors so that each color is distinct and eliminate overlapping colors on inset
- 64 ➤ ensure RA-2 and RA-5 zoning districts match those on old map (dated 2/2016)
- 65 ➤ delete NC overlay with no color in inset
- 66 ➤ eliminate overlays (i.e., every zoning district should be designated by its own color with no
67 overlays with the exception of the flood zone)
- 68 ➤ add railroad (RR) to map legend
- 69 ➤ southwest and southeast corner of Route 7 and River Road currently depicted in white
70 should be designated as HC zoning district
- 71 ➤ “untraveled roads” should be defined in legend

72 John suggested that a road class map be designed in addition to the zoning district map that will show
73 all roads with their designated classification. PC members unanimously supported the idea and asked
74 that the zoning districts map legend include a note reading, “Refer to Road Map.”

75
76 John shared that he will be leaving ACRPC this month to take another position; however, he will make
77 the changes to the zoning districts map, and design a road class map to send to Peggy for distribution
78 by Friday, June 17th.

79
80 **2. Review Section by Section**

81 PC members began their review of each section of the Reformatted Unified Bylaws Draft as of May
82 2022 (available on the Town website), beginning with Section 100-537:

- 83 ➤ Section 110, 2nd sentence: change “sewerage” to “sewage”
- 84 ➤ Section 200, 1st sentence: delete quotes around “zoning map”
- 85 ➤ Section 310: “Issued” should be lower case (“issued”)
- 86 ➤ Section 326: add after “possible” in 1st sentence: “except as noted below”
- 87 ➤ Section 327: include specifics regarding penalties and enforcement
- 88 ➤ Section 326: end of 1st paragraph: change “#2” to read “#3”
- 89 ➤ Section 335: #2 and #4: change “maximum” to “maintain” and add at end of sentence: “Refer
90 to state standards.”

91
92 **Next Steps**

- 93 ➤ Rob Litch: continue review of Sections 100-537 (beginning on page 14, Article IV)
- 94 ➤ Kathy Cahill: Sections 538-810
- 95 ➤ Bev Landon: Sections 900-933
- 96 ➤ Benj Putnam: Sections 1000-1006-A
- 97 ➤ Megan Ooms: Sections 1100-1322
- 98 ➤ Maggie Eaton: Sections 1323-1326 + Article XIV Definitions
- 99 ➤ Betsy to research specifics/citations to guide applicants regarding “protection of
100 renewable resources” re: Section 335: #7

101
102 **Remaining Issues to be Decided:**

- 103 ➤ define “events”
- 104 ➤ define “kennels”
- 105 ➤ further define “airstrips and helipads” (refer to State Board of Transportation letter
106 dated 2-10-2021)

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- 107 ➤ review “split lots” (refer to Town attorney Cindy Hill’s memo dated 9-23-2019)
- 108 ➤ review “Maintenance/Performance Bonds” (see Jay Best’s email dated 9-27-2021)
- 109 ➤ Should words/phrases not contained within the document be included in Definitions
- 110 (Article XIV)?
- 111 ➤ If mobile homes are to be treated the same as conventional homes, should “Mobile
- 112 Homes” appear as conditional uses in HC and IN districts? Also “mobile home
- 113 subdivisions” appears in Article IX Flood Hazard Area regs, Section 928(16) Delete?
- 114 ➤ Clarify Section 1310 Streets E: “must be paved access?”
- 115 ➤ Clarify “Municipal Highway Plan” cited in Section 1310 Streets (2nd paragraph) and
- 116 1310(J) Define? Where is plan located?
- 117 ➤ Should applicants be required to provide up to “6 copies?” (Sections 926 [triplicate],
- 118 1223, 1224, 1300)?
- 119

120 **V. Approval of PC Meeting Minutes for May 9, 2022**

121 Bev Landon moved to approve meeting minutes for May 9, 2022; Maggie Eaton seconded. **MOTION**
122 **PASSED UNANIMOUSLY BY VOICE VOTE 4-0 (R. Litch, M. Eaton, B. Landon, M. Ooms) (B.**
123 **Taylor abstained) Meeting minutes for May 9, 2022, approved as presented.**
124

125 **VI. Adjournment**

126 Meeting adjourned at 8:35 p.m.

127
128 The Planning Commission’s next regular meeting is scheduled for Monday, July 11, 2022, at 7:00
129 p.m.

130
131 Respectfully submitted,
132 Peggy Connor
133