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**Town of New Haven  
PLANNING COMMISSION  
New Haven Town Hall  
Monday, November 8, 2021  
Meeting Minutes**

**Planning Commission Members Present:**

Benj Putnam, Kathy Cahill, Pat Palmer (7:30 p.m. arrival), Bev Landon (remote), Maggie Eaton (remote)

ABSENT: Rob Litch

**Staff Present:**

Peggy Connor, Zoning Administrator & Minute-Taker

**Visitors Present:**

Amanda Bodell, DRB member Kathy Barrett, John Mazzuchi (remote)

**I. Call to Order:**

Planning Commission co-chair Benj Putnam called the meeting to order at 7:12 p.m.

**1. Adjustments to Agenda:**

- Add: **III.a.** SunCommon's Application for a Major Amendment to NM02660 for solar array at 137 Twitchell Hill Road

**2. Visitors' Business:**

None

**II. ZA Update**

Newly appointed Zoning Administrator Peggy Connor reported that she spent her first week, learning the lay of the land, with the gracious help from colleagues Pam and Danielle, getting organized, addressing a backlog of applications and emails, and becoming better familiar with forms and procedures.

**III. Energy Committee Update**

Maggie Eaton reported that the window insert project has just been completed, having built and installed some 193 window inserts for homes in New Haven, Bristol, and Lincoln, including 23 at Beeman Academy.

A joint meeting of the Addison County Regional Planning Commission's (ACRPC) Energy Committee and New Haven Planning Commission will be held Monday, December 13<sup>th</sup> at 7:00 p.m. in the Town Offices to review the Town's Enhanced Energy Plan.

**III.a. SunCommon's Application for a Major Amendment to NM02660 for solar array at 137 Twitchell Hill Road**

Maggie advised it is not anticipated that the proposed ground-mounted solar array on Twitchell Hill Road will be a negative impact on the Town's interest, and that it may be best to leave the analysis up to the Agency of Natural Resources. Maggie recommended that the Planning Commission either 1) offer no comment; or 2) provide a statement to the effect that the Planning Commission has no objection. PC members agreed that substantial deference will be given to the recommendations of the Vermont Agency of Natural Resources.

**IV. Regional Planning Commission Activities**

Maggie Eaton reported that ACRPC Executive Director Adam Lougee advised there is grant money available through Regional Planning for towns to revisit plans and zoning; specifically, to address affordable housing. He suggested that the Planning Commission consider applying for

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Bylaw Modernization Grants:  
<https://accd.vermont.gov/content/bylaw-modernization-grants>

Because the deadline for submission is November 15<sup>th</sup>, it was decided to forego application for a Bylaw Modernization Grant; however, it was agreed that the Zoning Administrator liaison with the ACRPC to track upcoming grant opportunities, particularly in light of recent passage of the federal Infrastructure Bill.

#### V. Discussion: Act 250 Application 9A0332-1 Multy Buildings, LLC

Background: Multy Buildings, LLC is proposing to amend the Act 250 permit #9A0332 for Deer View Park, a 6-lot commercial/industrial subdivision on a 66-acre parcel located on the east side of U.S. Route 7 in New Haven, just south of the state police barracks. Since the project was approved in 2008, the Vermont Wetland Rules were amended, and the class 3 wetlands on the project site were reclassified as class 2. Since no construction had commenced on the project, the new wetland rules require a new delineation of the class 2 wetlands and inclusion of a 50-foot buffer around them. Lot 1 contains one building site plus all the infrastructure and required open space; Lots 2-6 contain one building site. The use of Lot 1 has also been determined to include Chamber of Commerce visitor center offices, and an attached business center. Multy Buildings, LLC will seek Town approval for the use of Lot 1 after the Act 250 permit has been approved.

Noting there appears to be an opportunity for solar at the site, Maggie Eaton moved to request Town Attorney Cindy Hill to advise the developer on behalf of the New Haven Planning Commission that the commission would welcome the addition of solar panels either on rooftops or adjacent to the buildings; Kathy Cahill seconded. **MOTION PASSED BY UNANIMOUS VOICE VOTE 5-0** (M. Eaton, K. Cahill, B. Putnam, B. Landon, P. Palmer) Maggie agreed to draft language incorporating the motion for Atty. Hill.

#### VI. Continued Business: Review of Public Comments Related to Draft Unified Bylaws

PC members reviewed comments submitted by Anthony Stout (February 2020), and Amanda Bodell and Jeffry Glassberg (January 2020) regarding density zoning changes as cited on page 100 of the 2017 Town Plan. They stressed the need to utilize the PUD process to increase the opportunity for development on 2-acre lots and recommended merging RA-2 and RA-5 zoning districts with larger and deeper conventional lots, and PUD review as an option for smaller, more carefully planned lots. Benj Putnam agreed that the language needs to be further clarified and the numbers are subject to ongoing discussion.

Jay Best submitted his recommendations via email on September 27, 2020:

- Section 313, p. 13: Delete words “and” and “and/or” at the end of items #1, #2, and #3. PC members agreed.
- Section 521, p. 23: Change the words “storage of flammables” to “storage of hazardous material.” PC members agreed that further research is required to clearly define “hazardous materials.”
- Section 535, p. 25: Re: requirement that the owner of the campground provide a Performance bond for the work to be done and for continued maintenance of the property. A Performance bond ends when the completed construction work has been done and the owner signs off. A Maintenance bond is the type of surety bond which will insure the future, property maintenance of the property. PC members to check with the State to determine if all commercial projects are required to secure a Maintenance bond.

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- Section 1005, item B: Item 11 should be corrected to delete “AAP’s” -- correction had been previously made.

Benj Putnam noted that addressing public comments on the Unified Bylaws Draft will continue to be a standing agenda item, with specific work to be done on language related to Split Lots and Affordable Housing.

**VII. Approval of PC Meeting Minutes for July 12, August 9, September 13, and October 21**

Kathy Cahill moved to approve meeting minutes for July 12, 2021; Pat Palmer seconded. **MOTION PASSED BY UNANIMOUS VOICE VOTE 4-0 and 1 abstention** (M. Eaton, K. Cahill, B. Landon, P. Palmer in favor; Benj Putnam abstained) Minutes approved as presented.

Bev Landon moved to approve meeting minutes for August 9, 2021; Kathy Cahill seconded. **MOTION PASSED BY UNANIMOUS VOICE VOTE 5-0** (M. Eaton, K. Cahill, B. Putnam, B. Landon, P. Palmer) Minutes approved as presented.

Lacking a quorum of those present at the September 13<sup>th</sup> meeting, approval of meeting minutes for September 13, 2021 was **DEFERRED**.

Kathy Cahill moved to approve meeting minutes for the PC Executive Session held October 21, 2012; Bev Landon seconded. Correction: line 29 should read “Landon.” **MOTION PASSED BY UNANIMOUS VOICE VOTE 5-0** (M. Eaton, K. Cahill, B. Putnam, B. Landon, P. Palmer) Minutes approved as amended.

**Adjournment**

Kathy Cahill moved to adjourn; Bev Landon seconded. **MOTION PASSED BY UNANIMOUS VOICE VOTE 5-0** (M. Eaton, K. Cahill, B. Putnam, B. Landon, P. Palmer) Meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Peggy Connor

Benj Putnam	Beverly Landon
Pat Palmer	Kathy Cahill
Maggie Eaton	