Town of Panton Chartered 1761

3176 Jersey Street • Panton, VT 05491-9331
Ph: 802.475.2333 • Fax: 802.475.2785

PLANNING COMMISSION AND DEVELOPMENT REVIEW BOARD
Meeting Minutes July 13, 2023

In attendance: DRB/PC Chair Mary Rudd, DRB/PC Vice-Chair Bob Hartenstein, DRB/PC Member Annie Hopper, Brian Blacklock, Logan Blacklock, Town Clerk & Treasurer Maggie McCormick

Via Zoom: DRB/PC Member Catharine Hays, Zoning Administrator (ZA) David Martini

Development Review Board Meeting

1) Mary called the meeting to order at 6:00 p.m.

2) Approve minutes from June meeting.
   a) Annie moved to approve the minutes. Bob seconded. All in favor; the motion passed.

3) Public comment: None

4) Monthly Report from the Zoning Administrator and any updates on permit activity.
   a) Nothing to report.
   b) Bob asked about the property across from Town Garage (Saltus) that has a sign for auto glass and a rack of windshields in the yard. The ZA will contact the property owner about proper permits.

5) Blacklock conditional use permit review
   a) Brian Blacklock stated:
      i) The addition will be an extension of the existing garage
      ii) His business in not expanding, he just wants more storage for his equipment.
      iii) The addition will not bring additional traffic to his business.
      iv) The addition will not increase noise from his business.
      v) Original Home Occupation permit allowed for one screened dumpster. He now has a second dumpster for recycling, which is screened by a berm.
      vi) There is still only one light on the building.
      vii) The proposed addition will not be visible from the road.

6) Bob moved that the addition falls within the purview of the Zoning Administrator to grant the zoning permit. Annie seconded. All in favor; the motion passed. Cannot be seen from road,

7) Other Business- old or new: None.

8) ADJOURN
   a) Bob moved to adjourn. Annie seconded. All in favor the meeting was adjourned at 6:08 p.m.

Planning Commission Meeting

Mary convened the meeting at 6:08 p.m.

1) Approve minutes from June meeting.
   a) Bob moved to approve the minutes. Annie seconded. All in favor; the motion passed

2) Public comment: None.

3) New Business - South Basin runoff grants, VLCT training
   a) Catharine and Mary met with Katie Raycroft-Meyer of Addison County Regional Planning Commission (ACRPC) and Barbara Noyes-Pulling of Rutland Regional Planning Commission (RRPC) to discuss planning grant funds available through a clean water initiative.
      i) The clean water initiative seeks to reduce phosphorous runoff into Lake Champlain by 30%. The metrics for determining actual phosphorous reduction were not discussed.
      ii) Although the scope of the project at Arnold Bay is small, the location is a good candidate for planning funds because Arnold Bay hosts the Middlebury College sailing team and is an historic dive site.
      iii) The planning grant and project completion would include hardscaping, landscaping, a step system from the upper parking area to the beach, retaining walls, and parking area improvements all designed to mitigate runoff impacts to the Vergennes-Panton Water District water intake and treatment facility at Arnold Bay, which supplies drinking water to hundreds of local households.
      iv) ACRPC will write the grant request and handle grant fulfillment and reporting in conjunction with RRPC, who has jurisdiction over the South Lake Champlain Basin.
   b) Mary participated in the first half of VLCT training. The second part covered short term housing. She will revisit the training materials to capture all the content.
   c) Bob asked the group to consider if the DRB/PC could change the meeting frequency to every other month due to the lack of business on the monthly agenda.
      i) Maintain an option to call a meeting outside of every other month as needed to provide timely response to residents whose requests require a hearing.
      ii) Discussed possibility of reducing the DRB/PC membership to five considering the difficulty of drawing a quorum with the current roster of seven members.
      iii) The VLCT Municipal Officers' Handbook contains no requirement on meeting schedules and permits a board with as few as five members.
      iv) The town clerk will add reduction of board roster and meeting schedule adjustment to the July 24, 2023 Selectboard meeting agenda for their consideration.

Bob moved to change the DRB/PC meeting schedule to every other month and as-needed pending Selectboard approval. Catharine seconded. All in favor; the motion passed.

4) Old Business: None.

5) ADJOURN
   a) Annie moved to adjourn. Catharine seconded. All in favor; the meeting was adjourned at 6:21 p.m.