

**TOWN OF SUTTON
2017 REPORT OF THE PLANNING COMMISSION AND DEVELOPMENT
REVIEW BOARD**

The headline agenda item for the Planning Commission was approval of the new *Unified Development Bylaws* and Zoning District maps at Town Meeting. These bylaws reflect direction in the 2013 *Sutton Town Plan* and perspectives of the Selectboard. Following adoption, administrative procedures and forms were updated and implementation through the Development Review Board, Zoning Administrator Joe Witt, and Assistant Zoning Administrator Brandon Mazur began. NVDA's Senior Planner Alison Low continued to partner with us to prepare technical amendments that were overlooked in the original 73-page draft.

Another agenda item was applying for a grant to complete planning for the town roads erosion inventory mandated by Act 64 (an act related to improving the quality of state waters). NVDA's Transportation Manager, Doug Morton will assist the town in completing that inventory and developing a prioritized project list and capital budget.

As required by Act 174, and at the Selectboard's direction, an Energy Subcommittee, co-chaired by Byron Savoy and Rich Nicol (and including Dana Patoine), has been formed to create an energy plan to be included in the next update of the Town Plan. The Subcommittee will also foster outreach to improve local energy efficiency and rooftop solar installations.

Based on a model provided by the Vermont League of Cities and Towns, the Commission revised Sutton's Nuisance Junk Ordinance for Selectboard (SB) consideration. That draft was submitted to the Board in November.

Finally, the Planning Commission and Zoning Administrator (and construction management specialist) Joe Witt prepared a proposal, budget, and a USDA grant/loan application for moving/repurposing the Grange Hall. Specifically, Joe negotiated with a building mover about jacking up, turning the building, and moving it uphill to the edge of the school parking lot. After tree removal and site excavation, a poured, 8-foot foundation would be constructed to go under the building. Once the building is moved onto the foundation, grading and drainage improvements would be made around the building. The goal is to keep total costs under \$150,000. With a summer 2018 project in mind, Joe received prices from local contractors for all phases of the project. He was quoted \$50,000 to move the building. The excavation, drainage, backfill, removal of the old foundation, and tree removal would be \$30,000. The price of a new concrete foundation would be \$35,000. Joe estimated \$20,000 for new, upgraded electrical wiring and systems, \$20,000 to upgrade or replace the heating system, \$10,000 for miscellaneous, unforeseen expenses, and \$10,000 for clerking and supervision, for a total of \$175,000 (efforts are being made to reduce costs as much as possible). The Commission and Selectboard applied for a \$50,000 USDA grant with the balance to come from a long-

term loan. As the grant/loan processes move forward, outreach has begun to neighbors and townspeople explaining what the project will entail.

During the year the Development Review Board completed action on the following matters: Danielle Simpson's subdivision of 268 acres into two parcels of 4.9 acres and 263 acres off Underpass Road; and Russell and Kristin Lepine's subdivision of 49 acres on Pudding Hill Road into three parcels of 3 acres, 9.7 acres, and 36.7 acres.

Administratively, membership on the Commission/Board remained the same with Byron Savoy and Paul Brouha continuing their service. Budget line item adjustments were made between the stipends for the Zoning Administrator and Assistant Zoning Administrator to better reflect the division of labor (refinements are reflected in the 2018 budget).

Joe and Brandon received stipends for their services.

Planning Commission/Development Review Board Members:

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| Paul Brouha, Chair | Byron Savoy |
| Hank Parker | Darlene Ahrens |
| Chip Devenger | Lucien Belanger (alternate) |
| Brandon Mazur, Clerk/Asst. ZA | Joe Witt, Zoning Administrator |

We continue to look for prospective members so if you are interested contact us!

We thank you for the opportunity to be of service to the town.