

Minutes of a meeting  
of the Sutton Planning Commission  
11/17/17, 11:00 A.M.  
Sutton Town Offices

In attendance: Paul Brouha (chair), Hank Parker, Lucien Belanger, Chip Devenger, Joe Witt, Zoning Administrator (via phone), Misty Sinsigalli, USDA Rural Development Specialist (via phone)

The meeting was called to order at 10:56 A.M.

The proposed agenda was modified to defer consideration of the draft Energy Subcommittee Charter because neither Byron or Rich was available to participate and three items were added at the end of the meeting as noted below.

Paul presented the minutes of the PC meeting on 10-31-17 with corrections in Track Changes. The minutes were accepted with those changes.

A conference call with Misty Sinsigalli and Joe Witt was initiated at 11 A.M. to consider how to apply for funding to move the Sutton Grange Hall. We confirmed that Sutton would be eligible to apply for a maximum of \$50,000 of the projected cost and that if we kept the total project cost under \$150,000 Joe Witt could function as General Contractor and we could get quotes for the subcontracts instead of preparing documents and advertising for bids for the whole project. Misty confirmed that December 8, 2017 is the deadline for Sutton to apply for "state allocation funds." She also stated that April 13, 2018 is the deadline for "national office funds." If we get our application in for the first deadline Sutton would automatically be considered for the second deadline. Misty encouraged us to get started and said we would need to provide the past five years of Sutton's financials as well as the town's projected budget. She encouraged us to apply for other grants concurrently. She suggested the town apply for a grant/loan to cover the potential use of the USDA Loan Fund should that prove advantageous after the town checked on interest rates with local banks. She confirmed such a strategy was recently employed by the town for updating the municipal water system. We explained the Selectboard had indicated they would seek bonding authority at the 2018 Town Meeting and Misty noted that that timeline would work well as we could expect approval of the grant application in March or April. Joe noted the pricing quoted assumed a summer 2018 project and costs might be higher if delays occurred. Misty indicated she would have the site/structure drawings reviewed by her staff architect. A follow-up meeting was tentatively scheduled for December 1<sup>st</sup> at 11 A.M. with an alternative of December 8<sup>th</sup> at 11 A.M.

A review of the recently-approved building permit for a wood drying kiln at Neal Faulkner's Evergreen Forest Products sawmill was initiated with Joe. It was noted that the permit was for a commercial structure in a residential zone which, as a conditional use, (see Bylaws Table 205.03) should have been referred to the Development Review Board for a hearing prior to approval. Further, the fact that it was a commercial structure (see Bylaws Section 206: Permitted Uses) was a separate reason to refer the application to the DRB. Finally, in addition to these issues, a letter to the Selectboard from Darlene Ahrens and Gwen Kinney stated the notification and posting process for permits was not adequately followed (posting in an area visible from a public right-of-way is the applicant's responsibility and the posting could not be seen when approaching from the south). Despite the application stating it was for commercial construction, in approving it Joe stated he had considered the application was for agricultural use (agricultural structures are exempt). He was cautioned to apply the Bylaws literally (as provided for in V.S.A. Title 24, Chapter 117, Section 4448).

The draft Nuisance Ordinance as corrected was then reviewed to ensure all corrections had been made. Chip moved to approve it and submit it to the Selectboard. Lucien seconded the motion. Approval was unanimous.

Chip raised the issue that the building permit approval process in the Bylaws, with its dependence on the applicant to post the notice in timely fashion after the permit is approved is not working well. He stated he felt abutters should be notified in writing by the applicant as part of the permit consideration process (as it is for the

subdivision application) and that the Zoning Administrator should have to have proof of such notice before approval as is the case with the DRB. He suggested he and Darlene might work on a proposed Bylaws revision and was encouraged by the other members to do so since other Bylaws revisions are being considered.

Lucien mentioned four cars have recently been parked in the lot adjacent to Jarosak's old house (on the left across from the barn going south out of the village on Calendar Brook Road). He felt the owner should be contacted prior to a nuisance situation developing.

Chip raised a final item: That an outreach campaign with townspeople and neighbors of the Grange Hall should be conducted. Hank agreed to help him flesh out a plan for it. Questions to be addressed include: What will become of the trees on the site? What will be done to reclaim the original site? How can the intersection next to the Grange Hall be made safer? What will the moved/renovated building be used for? Does the new site to which the building will be moved belong to the town or to the new school district? What is the inside going to look like? How will neighbors be kept abreast of developments? Will the school be able to use the building and for what functions?

Hank moved to adjourn. Lucien seconded and the meeting adjourned at 12:30 P.M.

These minutes prepared by Paul Brouha