

Planning Commission Virtual Meeting Minutes
October 14, 2020
7:00 PM

Present: Jon McCann, Nicole Lewis, Jim Seward, Stephen Michel, Renee Sarmiento, Okemo Valley TV

Jim called the meeting to order at 7:02 PM.

The Planning Commission welcomes Stephen Michel, who was appointed by the Select Board to the Planning Commission this week.

The minutes from September 9, 2020 were reviewed and accepted by motion, second and vote (3-0). The minutes from the special working meeting on September 22, 2020 were reviewed and accepted by motion, second and vote (3-0).

Building Construction Registrations:

Burtco Inc. - Syria Road, 20x30 shed: accepted

Yuster - Tarbellville Road, new construction of 26x26 garage and finishing upstairs of existing building: accepted

Barker – Fowler Brook Road, new construction of 24x30 house with mound system: accepted

Michel – Maple Hill Road, new construction of 12x36 shed: accepted

Karle – Stanley Lane, 12x16 shed: accepted

Litwhiler – Hedgehog Hill South, new construction of 18x22 cabin with mound system: accepted

Bolaleck - Route 155, new construction of 25x15 storage shed/cabin with new water source: accepted

Devereux – Tarbellville Road, 12x20 shed with 16' porch: accepted

Other Correspondence:

Jon contacted Downs Rachlin Martin to update the PC email address they have on file in order to keep the PC informed as an interested party regarding any developments with the cell tower.

Jon also updated PC email address to be kept in the loop with any Act 250 developments/updates.

Old Business:

Administrative Officer/Clerk Position Update – Renee has been approved as the PC Clerk. The Select Board did not vote to appoint Renee to the role of Administrative Officer, citing a potential lack of funds in the budget to hire someone in this capacity. The treasurer has confirmed that the funds are available in the budget for this position. PC will seek SB approval of a permit application fee schedule that will ensure proper funding of this position going forward. This will be revisited at next month's SB meeting.

Grant Updates – Digitization Grant has been awarded. Municipal Planning Grant has been submitted. Decision by end of calendar year. Upon award, the Conservation Commission will assume responsibility for execution of grant plan.

Subdivision Fees Outstanding – Can be addressed once a fee schedule has been established.

New Business:

Fee Schedule – Jim will look further into whether there is a previously existing fee schedule, so that a formal recommendation of a fee schedule can be made to the Select Board for potential adoption. Agreed to add to next PC Special Meeting agenda.

Local Hazard Mitigation Plan Review – Reviewed and no suggestions or comments were made.

PC Member Re-appointments/Resignations Update – Nicole and Gabrielle's Planning Commission terms will be ending next month, and both have indicated that they will not be seeking re-appointment.

Tasks for PC Clerk – Gabrielle will be mentoring Renee in the duties.

Public Comments: No one from the public in attendance.

Town Plan Revisions:

Set agenda for working meeting for 10/27/20 at 6:00PM – Continued work on "Vision" and "Land Use" sections.

Link for commenting -

https://docs.google.com/document/d/1oH8hyziMRg7fPSvCBVjfAh1GC5ujiPNemODUkmQ_Joo/edit?usp=sharing

The meeting adjourned at 9:14 PM by motion, second and vote (4-0).

Respectfully Submitted,

Nicole Lewis

Planning Commission Secretary