

**Town of Warren
Planning Commission
Minutes of Meeting
Monday May 24, 2021**

Members Present: Camilla Behn, Mike Bridgewater, Jenny Faillace, Randy Graves, Mike Ketchel (Chair), Dan Raddock.

Others Present: Ruth Robbins (ZA), Rod Francis (PlaceSense), Brandy Saxton (PlaceSense), Margo Wade (Sugarbush) and Carol Chamberlin (Recording Secretary).

Agenda:

1. Conversation with Margo Wade of Sugarbush Mtn. Resort re: proposed LUDRs
2. PlaceSense – Brandy & Rod - continued preparation for LUDR outreach
3. New/Other business

The meeting came to order at 7:33 pm.

Conversation with Margo Wade

Margo had provided a list of questions/comments about the proposed LUDRs. Mike K. explained that the PC has been addressing lists of questions such as these through a process where Brandy and Rod of PlaceSense review the input and provide feedback, after which the PC discusses the issues raised.

Mike noted that Margo's list has both high-level and specific questions; he suggested that some of the high-level topics could be discussed at the meeting, while responses to the more specific items could be provided after the PC's having an opportunity to review.

There was some feedback provided to the question of what is included as part of Sugarbush Resort and regulated as part of the same zoning district. It was explained that the Master Plan required from Sugarbush would include defining what properties are part of the Plan, although each property is subject to the regulations for the zoning district in which it is located. These could include properties that are managed by, but not owned by, Sugarbush. The Plan would need to make it clear why the properties are part of the plan and what the current/future use(s) will be. The federal lands are outside the scope of the Warren regulation, and are zoned as Forest Recreation. Margo pointed out that some sections of National Forest land had not been designated as Forest Recreation; she will provide details to the PC and PlaceSense.

Margo asked about the need for creation of a new Master Plan, noting that the Resort is currently working under, and updating, the one already on file with the Town. She clarified that this Plan serves as the governing document for the federal government, although is also available for use by Act 250 and the towns. Altera is working to update the plan, and Margo is hoping that the update will provide a basis for the Town's Master Plan requirement. Brandy explained that the length between previous development approvals and project completions under the current plan, the current approval of which was many years ago, indicates that it would be beneficial to have a new Master Plan as a fresh starting base which would include expectations of what will be implemented moving forward. She referred Margo to a memo she had sent on April 1, 2020 which more thoroughly explained the reasons behind requiring a new plan.

Margo mentioned that there are two plans possibly being confused. She explained that a master plan for the Forest Service outlining the Lincoln Peak Base Area redevelopment plan began under ASC and was updated by

Summit Ventures shortly after that transition. Under Summit's ownership, another plan was approved; six of eight phases outlined in this most recent plan are complete. Margo questioned why a new plan is needed at this point, when there are only two or three phases of the current plan left to complete.

Randy explained that during the PC discussions about these plans, there was reliance upon institutional PC/Zoning memory and that it is unknown whether the Resort is in 100% compliance with everything completed as part of the Plan to date. Because of this, the PC took advice from PlaceSense, agreeing with Brandy and Rod that it is prudent to ask for a more recent plan, as the current one is over 15 years old. He noted that it does not seem onerous to ask for a new plan, and that it would be best for a newer plan to be in place, and subsequently more attention paid to the details as development occurs to ensure that everything is in compliance.

Brandy added that a review of the permits/decisions which have been issued indicated that there is a lack of clarity regarding what has been approved and what the mutual obligations of the Resort and the Town are; there is quite a bit of inconsistency. She noted that a new base plan would be to everyone's benefit. It was also noted that, with both new ownership and the new LUDRs in place, it will a good time to get everything in order.

There was some discussion of specific LUDR requirements that would potentially impact any new plan that is written. Margo had some questions about the section related to employee housing requirements. It was explained that these are for jobs created after the date of LUDR adoption. Upon review of some of the language, it was determined that there are sections which need to be clarified. Margo brought up some specifics, such as Sugarbush operating on more of a seasonal basis, indicating that numbers used should not be based on a calendar year. Determining increases in the number of FTEs was also discussed, as the number can vary from year to year.

Margo asked about developments not owned by Sugarbush and how they are affected by the Master Plan. It was explained that the zoning district requirements for each location will apply, and the owner is still responsible for following the LUDRs, but that properties may be included in the Master Plan, along with any intended use changes that might apply to them.

Over the next week, Margo will work to get a more complete set of comments ready for Brandy and Rod to review. Brandy and Rod will also work to clarify sections that were noted to be confusing. Margo will make note of any map discrepancies she sees, as well as point out any parcels which she believes should be included in an alternate zoning district. Rod and Brandy will provide feedback for issues brought up by Sugarbush, as they did with other special interest groups during the ongoing LUDR review.

Planning for LUDR Outreach

The group discussed meeting logistics and related Zoom considerations. It was noted that it might need to be emphasized that these meetings are informational and not the required public hearings.

Rod and Brandy previewed the presentation they had developed which will be used in both meetings, and received some feedback and suggestions of additional information to include from the PC members.

It was decided to set a deadline of June 21 for comments to be submitted; this will provide the time needed to Brandy and Rod to review and respond before the June 28 PC meeting.

New/Other Business

Approval of minutes for the May 10, 2021 meeting. A motion was made by Camilla to approve the minutes, seconded by Mike B., all voted in favor.

The meeting adjourned at 9:31 pm.

Respectfully Submitted,
Carol Chamberlin, Recording Secretary

Planning Commission

Camilla Behn date

Mike Bridgewater date

Jennifer Faillace date

Randy Graves date

Mike Ketchel date

Dan Raddock date

Jim Sanford date