

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
OCTOBER 8, 2001**

**MEMBERS PRESENT:** Susan Compton, Chair; Clayton Cormier, Tara Hamilton, Vice Chair; Donald La Haye, Lisa Miserendino, Matt Sargent, Claudia Woods.

**OTHERS PRESENT:** Karen Winchell, CVCLT; Ellen Strauss, Kinny Connell; Margo Wade, DRB/PC Assistant.

**AGENDA:**

- 1) 7:30 p.m. Call to Order
- 2) Affordable Housing
  - discussion with Karen Winchell to identify potential affordable housing project(s) in Warren and the Valley
  - update of Plan & Needs Assessment Update
- 3) Brook Road Side Walk
  - planning discussion with Ellen Strauss
  - funding possibilities
- 4) Brook Road Bridge #7
  - update & discussion
- 5) Scenic Roads – update & reschedule second work shop
- 6) Other Business:
  - a) Signing of minutes

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**I. CALL TO ORDER**

Ms. Compton called the meeting to order at 7:30 p.m.

**II. AFFORDABLE HOUSING**

- discussion with Karen Winchell, from Central Vermont Community Land Trust, to identify potential affordable housing project(s) in Warren and the Valley

Ms. Winchell presented a proposal for Central Vermont Community Land Trust (CVCLT) to explore and pursue the creation of new units of affordable housing in the Mad River Valley. CVCLT would include consideration of multi-family rental, single-family ownership units, or a combination thereof. CVCLT requests that the Commission consider working with CVCLT to form a small Steering Committee of Warren residents to assist CVCLT in identifying potential development sites in Warren. The Steering Committee should include at least one member of the Planning Commission. CVCLT suggests that other Steering Committee members might include residents with development related backgrounds such as an architect, landscape planner, attorney, etc. CVCLT proposes to work with the Planning Commission to identify Committee members who can best serve our mutual interests. CVCLT staff is prepared to begin meeting with the Steering Committee as soon as possible to begin exploring possible sites in Warren. In addition, we would like to work with the Steering Committee to develop a strategy to expand the search to include additional sites in the other Valley Towns covered by the Warren planning grant. The plan for an expanded search would be presented to the Warren Planning Commission for its review and approval.

The identification of a developable site would be a second phase of the affordable housing study update, therefore remaining grant monies could be used for site suitability (septic capacity, water, permitting, etc).

The PC agreed to work with CVCLT and recommended that Sugarbush also be included on the Steering Committee. Mr. Sargent, Ms. Woods, Ms. Straus volunteered for the committee. Ms. Wade will contact Sugarbush to discuss the project and their participation. Ms. Wade and Ms. Winchell will be in contact shortly to schedule meetings.

- update of Plan & Needs Assessment Update

Ms. Wade reported that the consultants were in the final stages of updating the 1991 Affordable Housing Study and Needs Assessment. A tentative date has been set to present the findings at the October 25<sup>th</sup> Steering Committee meeting. Mr. Cormier suggested that the consultants present a draft report to the PC first, which would allow the PC to provide feedback and the consultants time to incorporate feedback before a final presentation to the Steering Committee.

**MOTION by Mr. Cormier, seconded by Ms. Miserendino that the Center for Rural Studies presents their report to the Warren PC first and the MRVPD Steering Committee second. This will allow time to incorporate comments from the PC. VOTE: unanimous; motion carried.**

### **III. BROOK ROAD SIDE WALK**

- planning discussion with Ellen Strauss

Ms. Strauss briefly discussed the 1996 Warren Village Improvement Plan, which made recommendations for continuing the sidewalk along the northern portion of Main Street. This recommendation was not implemented. The 96' plan did not consider a sidewalk along Brook Road, but Ms. Strauss agrees should be considered in light of the bridge replacement. Ms. Strauss recommended that the PC develop a request for proposal (RFP) to be sent out to landscape design groups. The PC may want to consider looking at pedestrian pathways in the village as a whole and not just the Brook Road.

Some of the ideas discussed included: street scaping, keeping the project at a 'village scale' and suitability, connection the school/recreation field to the store and the library, and vice versa connecting the village to the school, and getting the Brook Road residents involved in the project.

The PC thanked Ms. Strauss for coming to discuss her ideas for the project. Ms. Wade would be in touch for her feedback on the RFP.

- funding possibilities

Ms. Wade reported that this project would likely qualify for municipal planning grant monies from the VT Dept. of Housing and Community Affairs. The application deadline for the 2002 cycle is October 31<sup>st</sup>. Ms. Wade will begin the application process asap.

**IV. BROOK ROAD BRIDGE #7**

-update & discussion

Ms. Wade and Ms. Miserendino reported on the September 18<sup>th</sup> Selectboard meeting to discuss Bridge #7 replacement. At that meeting construction phasing, width, alignment, and the sidewalk were discussed. The Selectboard asked the PC to prepare a plan for a sidewalk along Brook Road to integrate with the new bridge. Further discussion will take place to determine best width, alignment, phasing and railing choices. The most pertinent decisions are the phasing and width. It seems that the Selectboard, PC and public agree that a sidewalk should be incorporated into the project. Though suitability of the railing is important the decision does not need to be made right away.

The PC should keep in contact with the Selectboard about the width, alignment, railing recommendations, and Brook Road sidewalk plan.

Ms. Wade is still working on getting pictures/drawings for other railing options.

**V. SCENIC ROADS**

update & reschedule second work shop

Mr. Sargent updated the commission on the scenic road project. The subcommittee met on September 13<sup>th</sup> with 14 residents (including 5 PC members, 9 residents). The project was introduced and objectives were outlined. The group discussed the method and strategy outlined in the fieldguide for road evaluation. Seven groups of 2 volunteers were assigned roads to survey. All surveys have been returned but two. Mr. Sargent and Ms. Wade will meet to compile the surveys in the next few weeks. These results will be presented the PC for further review and to discuss scenic designation recommendations.

**VI. OTHER BUSINESS**

a) Rickard/Warren Store permit amendment

Ms. Miserendino briefly discussed the amendment request going before the DRB on October 10<sup>th</sup>. In 1994 the Warren Store added the deck and storage area to the rear of the store. At that time, 5 employee parking spaces were conditioned behind Ms. Lippincott's dwelling south of the store on Main Street. Her children now own the dwelling and wish to remove this condition from the permit. Ms. Miserendino is concerned with the finding the applicant is asking the DRB to make, specifically to "find and conclude the municipal parking facilities and other available private parking adequately provide for visitors to Warren Village, in general, and the Warren Store, in particular" and with parking in the village in general.

The PC discussed application and parking. They acknowledge that this board no longer has jurisdiction over permit. However, would caution the DRB that other businesses have spaces allocated in the municipal lot and that there may not be space to accommodate more allocation for off site parking.

b) Signing of minutes

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**MOTION by Mr. Cormier, seconded by Mr. La Haye to approve the September 10, 2001 meeting minutes. VOTE: unanimous; motion carried.**

Items for the next PC meeting:

- Repeal Hearing Continuation
- Brook Road Bridge #7 & Sidewalk
- Affordable Housing

**IV. ADJOURNMENT**

**MOTION by Mr. Cormier, seconded by Mr. La Haye to adjourn the meeting.  
VOTE: unanimous; motion carried.**

The meeting adjourned at 10:00 p.m.

Respectfully submitted,  
Margo B. Wade  
DRB/PC Assistant

**PLANNING COMMISSION**

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Susan Compton, Chair (date)

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Clayton Cormier (date)

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Tara Hamilton (date)

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Donald La Haye (date)

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Lisa Miserendino (date)

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Matt Sargent (date)

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Claudia Woods (date)