

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
MAY 12, 2003**

MEMBERS PRESENT: Clayton Cormier, Chair; John Donaldson, John Goss, Donald La Haye, Lisa Miserendino, Matt Sargent, Jim Sanford.

OTHERS PRESENT: Pat Pinkston from MRV Housing Coalition; David Raphael from LandWorks; Shannon M. Hill, DRB/PC Assistant.

AGENDA:

- 1) 7:30 p.m. Call to Order
- 2) Approve and Sign Minutes from April 28th.
- 3) Affordable Housing
- 4) Updated Sidewalk Design
- 5) Municipal Expansion
- 6) Other Business:
 - a) Open Hearth Community Center
 - b) Preliminary Bond Vote Schedule
 - c) Gwyn Balch Chicken Farm
 - d) Approval of Workshop for Ms. Hill
 - e) Conservation Committee Discussion

I. CALL TO ORDER

Mr. Cormier called the meeting to order at 7:36 p.m.

II. Approve and Sign Minutes

Motion by Mr. Cormier, Seconded by Mr. LaHaye, to approve the minutes from April 28th as amended. VOTE: unanimous; motion carried.

III. AFFORDABLE HOUSING

Ms. Winchell, representative from the Central Vermont Community Land Trust, was unable to attend the meeting due to unforeseen circumstances. She reported telephonically that she is waiting for a report from the engineer to determine the septic capacity of the Behn Road proposed affordable housing site. The board requested that Ms. Winchell report to the board by e-mail with any updated information.

Ms. Pinkston came before the board to notify them of a affordable housing conference scheduled for May 21st at the Sugarbush Conference Center from 12-2:30 p.m.

IV. UPDATED SIDEWALK DESIGN

Mr. Raphael, of LandWorks, presented modifications to the village sidewalk design. The board requested the following additional changes:

- Reduce the width of all sidewalks to 4' or less
- Move the sidewalk from the Pitcher Inn side of the road to the West side of the road. This sidewalk will need to be flush with the grade of the pavement to not obstruct traffic.
- Include only one pedestrian crossing sign per sidewalk.

- Include only three crosswalks in the plan to be located North & South of the village & and at the corner of Brook & Flat Iron Road.
- Remove the path leading from Brook Road up to the school from the maps since it is on private property.

In order to obtain state funding for the implementation of the plan, the PC would need to complete a “Conceptual Alignment Analysis”. The two grants available from the State of Vermont are the Enhancement Grant and the Bike and Pedestrian Grant. These grants have a 10-20% match of local funds, but can be covered by in kind services or goods.

The PC asked Mr. Raphael to determine the rough cost estimate for the project.

The steps the PC must follow at this time are as follows:

- Present the preliminary designs to the Selectboard to obtain approval to complete the Study.
- Complete the “Conceptual Alignment Analysis” including a public hearing to gage local perception and input.
- Public Hearing to present the completed “Conceptual Alignment Analysis”.
- Apply for funding from the State of Vermont to implement the plan.

The PC also discussed traffic calming, lighting and traffic signs.

V. MUNICIPAL EXPANSION

Mr. Schoellkopf was unable to attend the meeting due to a death in the family. The board had requested that Mr. Schoellkopf fine-tune the design and the cost estimate before they present the plan to the Selectboard on May 20th.

Since Mr. Schoellkopf could not be at the meeting tonight, the schedule would need to be pushed back at least a month. To avoid postponing the presentation to the Selectboard on May 20th the PC decided to have a “special meeting” on Monday May 19th. The purpose of this meeting is to review the revisions Mr. Schoellkopf has made to the design and the cost estimate before presenting it to the Selectboard.

VI. OTHER BUSINESS

a) Open Hearth Community Center

Motion by Mr. Sargent, seconded by Mr. Donaldson, to “conceptually endorse” the Open Hearth Community Center as presented by Burgi VonTrapp & Brian Degan at the April 28th, 2003 Planning Commission meeting.

b) Preliminary Bond Vote Schedule

The board reviewed the preliminary bond vote schedule.

c) Gwyn Balch Chicken Farm

Gwyn Balch has requested a signature on a Central VT Revolving Loan application indicating her project complies with the Town Plan. The PC feels they need more information in order to make that determination. They requested a copy of Ms. Belch’s

business plan and asked that she come before the board at the next scheduled meeting to discuss the issue.

d) Approval of Workshop for Ms. Hill

Ms. Hill requested approval to attend the following trainings:

- 1) Planning & Zoning Series workshop June 11, 2003
- 2) VT Community Block Grant Workshop June 26, 2003

The PC approved the trainings.

e) Conservation Committee Discussion

Ms. Hill requested clarification as to whether the members of the Blueberry Lake Conservation Committee need to re-apply to be on the Town Conservation Committee. The board stated that they would like all interested people, including former members of the BLCC, to submit a letter of interest and go through the interview process.

VII. ADJOURNMENT

MOTION by Mr. Cormier, seconded by Mr. Sargent, to adjourn the meeting.

VOTE: unanimous; motion carried.

The meeting adjourned at 9:32 p.m.

Respectfully submitted,
Shannon M. Hill
DRB/PC Assistant

PLANNING COMMISSION

Clayton Cormier, Chair (date)

John Donaldson (date)

John Goss (date)

Donald La Haye (date)

Lisa Miserendino (date)

Matt Sargent (date)

Jim Sanford (date)