

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
JUNE 9, 2003**

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

OTHERS PRESENT: Karen Winchell, CVCLT; Cory Hatch, Valley Reporter; Gwyn Balch, Chicken Farmer; Marci Robinson, Balch neighbor; Jeff Schoellkopf, municipal expansion architect; Patricia Floyd; Strategic Planner; Shannon M. Hill, DRB/PC Assistant.

- AGENDA:
- 1) 7:30 p.m. Call to Order & Approve Minutes from May 12
 - 2) 7:35 p.m. Karen Winchell – Update on Behn Road affordable housing site.
 - 3) 8:05 p.m. Municipal Expansion – Review Municipal Expansion FAQ and Plan for Public Meetings on June 16th & June 25th
 - 4) 8:35 p.m. Gwen Balch Chicken Farm – Ms. Balch is seeking a signature on a loan application indicating that her chicken farm project complies with the Town Plan.
 - 5) Other Business:
 - a) Review Letters of Interest for Conservation Committee
 - b) Distribute Updated Sidewalk Design & Verbal explanation of changes.

I. CALL TO ORDER

Mr. Cormier called the meeting to order at 7:35p.m.

II. APPROVE MINUTES

Motion by Mr. Sanford, seconded by Mr. LaHaye, to approve the minutes of May 12, 2003 and May 19, 2003. VOTE: unanimous; motion carried.

III. KAREN WINCHELL – AFFORDABLE HOUSING

Ms. Winchell reported progress that the Central Vermont Community Land Trust has made progress on the Behn Road Affordable Housing Site. The engineer for the project is currently working toward designing a septic system for the site. The architect has provided three preliminary schematic designs to indicate how the units could be arranged on the site. The placement of structures and septic are constrained by the steep slopes and Brook Road corridor. The board gave Ms. Winchell feedback on the preliminary designs.

IV. MUNICIPAL EXPANSION

Mr. Schoellkopf presented an updated Municipal Expansion cost estimate. The Planning Commission requested Jeff reduce the money allocated in the budget for the elevator and the furniture to meet the \$750,000 budget.

The following items need to be discussed with the Selectboard:

- Permission to hold public meetings at the School during construction.
- Use of 20' out from the building during construction.
- Use of town road crew for excavation around basement and to run new utilities from the Fire Station
- Appoint a person of contact who can make decisions. The PC recommends Mac Rood.

V. GWYN BALCH CHICKEN FARM

Ms. Balch presented her plan for an organic Chicken Farm on Wildflower Lane in East Warren. She requested a signature of a Municipal Official on A Central Vermont Revolving Loan Fund Application indicating her project complies with the Town Plan. She would like to raise up to 1,000 organic free-range hens and sell eggs to local businesses. The chickens will be housed in a 30' * 50' greenhouse like structure.

The Planning Commission discussed how to accommodate Ms. Balch's needs, since they are not in a position to endorse projects. They decided to issue the following statement:

The PC has reviewed the Plan and feels that since agriculture is a permitted use in the Rural Residential district that the project is not inconsistent with the Town Plan. The PC also feels that the zoning administrator is the appropriate municipal officer to sign the form.

The PC clarified that they are not endorsing the business plan or the project. They are stating that the project is not inconsistent with the Town Plan.

Ms. Hill will talk to Mr. Malbouf, the Zoning Administrator, to determine if he is willing to sign the form.

VI. OTHER BUSINESS

a) Review Letters of Interest for Conservation Committee.

The PC reviewed the six Letters of Interest from Conservation Committee candidates. The board decided that since they know Mr. Sargent, Ms. Wade and Ms. Hamilton that they do not need to be interviewed. The three remaining interested persons will be asked to meet with the board at the next scheduled meeting.

b) Distribute Updated Sidewalk Design and verbal Explanation.

Ms. Hill distributed the update sidewalk design as well as the verbal explanation of the changes. The board members will review the changes and discuss how to proceed at the next scheduled meeting.

Items for the next PC meeting:

Affordable Housing
Review Sidewalk Design Updates
Interview Conservation Committee Candidates

V. ADJOURNMENT

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

VOTE: unanimous; motion carried.

The meeting adjourned at 9:20 p.m.

Respectfully submitted,
Shannon M. Hill
DRB/PC Assistant

PLANNING COMMISSION

Clayton Cormier, Chair (date)

John Goss (date)

Donald La Haye (date)

Lisa Miserendino (date)

Jim Sanford (date)