

**Brandon Planning Commission Meeting
September 5, 2017**

Board Members Present: Stephanie Jerome, Lisa Rovi, Bill Mills, Ethan Nelson & Liz Murray

Also in Attendance: Anna Scheck – Zoning Administrator

1. Call to order

Stephanie Jerome called the meeting to order at 6:05PM.

2. Agenda Approval

A motion was made by Ethan Nelson to approve the agenda as presented. **The motion passed unanimously.**

3. Consent Agenda

a. Approve Planning Commission Minutes – August 7, 2017

A motion was made by Ethan Nelson to approve the Planning Commission minutes of August 7, 2017. **The motion passed unanimously.**

4. Zoning Administrator's Report

As per the report submitted, Anna stated that in the past month six permit applications were submitted. Five of these have or will be issued with one waiting for additional information so that it can be processed. There is a slow down during the months of July and August which is normal for this time of year.

Anna stated that a letter was sent to one of the property owners on Newton Road regarding junk and junk vehicles. The owner of the property was in and showed pictures of the removal of some of the junk items and indicated that the property would be cleaned up almost entirely by the end of fall.

It was noted that Bill Mills and Elizabeth Murray were appointed/reappointed to the Planning Commission at the Select Board meeting of August 14, 2017. Also, Dave Atherton was to send Phyliss Aitchison a note to thank her for her service.

Anna submitted to the Board a copy of the changes approved at the previous meeting to Section 619 of the performance criteria of the BLUO, and the changes for review. It was noted that a few typo's need to be corrected. Anna stated that she would note the changes.

Anna stated that Dave would be working with Elyssa at the RRPC to update the Town's Hazard Mitigation Plan, which is a stand-alone ordinance.

Anna has had contact with Barbara Noyes-Pulling, regarding the River Corridor bylaws for the Town and expect that we will be working together to incorporate the regulations into our Ordinance. This should be happening in early 2018 as our interim status will still be considered current for another year or two.

Anna stated that Stephanie had reviewed the application for the proposed Norris Solar project on Blackberry Lane and that a "Notice of Complete Petition" from the Public Utility Commission

had been received. Stephanie has indicated that the project documents seemed in line with the current regulations and Town Plan.

Stephanie asked if the Board was okay with how this was handled and if they would like to see all of the proposals, (for solar), in the future. After some discussion, it was decided that Stephanie would review the projects and bring any concerns to the Board.

Stephanie Jerome reported that a committee of the Rutland Regional Planning Commission would be reviewing and discussing Brandon's Town Plan for compliance with the Regional Plan and will also be assisting the Town in updating the Energy section of the Town Plan to assure that it is in compliance with the Regional Plan and State Statute.

5. Discussion of Sign Changes – BLUO 2017

Ethan Nelson spent some time reviewing 10 VSA and the historic sign ordinances of the Town to come up with a new, more condensed section of the BLUO regarding signs. He stated that there is a lot of information to be reviewed and submitted a draft to the Board for review and felt that this was a good starting point for discussion.

Stephanie commended Ethan for the time he had spent on the review and the Board felt that he had created a good document to start with.

The Board reviewed and suggested changes to the document in relation to the size of allowable signs, exempt signs and to the section regarding lighting.

Ethan agreed to rework the document and submit it to the Board for review at the next meeting.

6. Date for Next Meeting

October 2, 2017 at 6:00PM – Monday – Brandon Town Hall – Planning Commission Meeting

7. Adjournment

A motion was made by Stephanie Jerome to adjourn the meeting at 8:00PM. **The motion passed unanimously.**

Respectfully submitted,

Anna Scheck
Recording Secretary