

**Brandon Planning Commission Meeting  
October 2, 2017**

**Board Members Present:** Stephanie Jerome, Ethan Nelson

**Board Members Absent:** Bill Mills, Lisa Rovi

**Also in Attendance:** Anna Scheck – Zoning Administrator

**1. Call to order**

Stephanie Jerome, Commission Chair, called the meeting to order at 6:06PM.

**2. Agenda Approval**

A motion was made by Ethan Nelson to approve the agenda as presented.

**3. Consent Agenda**

***a. Approve Planning Commission Minutes – September 5, 2017***

A motion was made by Ethan Nelson to approve the Planning Commission minutes of September 5, 2017.

**4. Zoning Administrator's Report**

Anna Scheck provided copies of the permits received. She noted one permit requires additional information. She was working on one for Newton Road, but the resident is looking into the buyout. There are several people on Newton Road that are applying for a buyout. With regard to violations, another Newton Road property is working on the issue and by the end of the fall, they will be mostly cleaned up. They are also looking into a buyout. The Maple Street property has been taken back by the bank and the bank will be working on that issue. Ms. Scheck suggested the Town could create an abandoned property ordinance to deal with these types of issues, as some towns have adopted this type of an ordinance. There was a complaint relating to a legal junk yard. She has had a conversation with the owner and they will fix the fence. There were a couple of junk vehicles on Basin Road and Ms. Scheck has sent a letter to that property owner. With regard to the car issue on Route 73, Ms. Scheck advised there are only four vehicles on the property and two of the vehicles are for sale. This issue was discussed at the last Select Board meeting and Ms. Scheck confirmed that the resident does own the vehicles. Ms. Scheck has spoken with two members of the Select Board regarding a conflict of interest and that there should be an Assistant Zoning Administrator to deal with these issues.

Anna Scheck provided the Planning Commission information regarding the proposed solar projects in Town that include a change to the Davenport solar project and the Norris Brothers project. It was noted the Norris Brothers solar project had already been reviewed and the Planning Commission was in agreement with the project. Ms. Scheck stated the information regarding future solar projects will be coming before the Planning Commission rather than through the Select Board.

Anna Scheck provided the Planning Commission Chair a survey from the Vermont Department of Health to complete. The survey relates to input on State's tobacco, alcohol and marijuana policies.

Ms. Scheck reported the Rutland Regional Planning Commission's website has been updated and is very informative. The site provides information on each town's ordinances and other data. The Regional Planning Commission is looking for suggestions from the local planning commissions on items they would like added to the website.

Ms. Scheck reported that she had attended a webinar regarding structural evaluations for flood hazard. She will also be attending additional conferences this fall.

A copy of the proposed Pittsford Town Plan was provided to the Planning Commission Chair for review.

Ms. Scheck also provided a marked-up copy of the Brandon Town Plan that was received from the Rutland Regional Planning Commission after their review of the Plan. Stephanie Jerome stated the Regional Planning Commission was requested to do a review of the Town's Plan, as it was thought that the Plan met the bare minimum, however, the RRPC advised that the Plan has all the right pieces. They provided some suggested changes; there are no walkable neighborhoods noted and there is no reference to sprawl. There are some consistency checks that need to be done. Anna Scheck reported the Town Plan has to be renewed every eight years. Ms. Scheck noted the important change made during the last approval was the information on solar projects.

Stephanie Jerome questioned if the Planning Commission needed to take action concerning the change submitted for the Davenport Solar project. Anna Scheck will contact Ed Bove at the Regional Planning Commission to determine what actions need to be taken, if any.

## **5. Discussion of Sign Changes – BLUO 2017**

Ethan Nelson distributed a proposed change to Section 407. Stephanie Jerome suggested the proposed change be distributed to Barbara Noyes of the Regional Planning Commission, Brandon's Economic Development Officer and Town Manager, and the Brandon Chamber for review and comments. It was recommended that specific information be included in the ordinance relative to external lighting. With regard to banners, Anna Scheck advised that special advent banners are permitted up to 14 days and they must then be removed. It was also suggested to review the motion made by the previous Planning Commission with regard to signage due to the Route 7 construction. Ms. Scheck noted that a primary sign would be considered in accordance with the current ordinance, but there could be additional signage due to the Route 7 construction. This item will be reviewed at the next Planning Commission meeting.

## **6. Review Revised Land Use Application Form**

Anna Scheck advised there have been several iterations of the Land Use application. Ms. Scheck provided the Planning Commission a proposed change to the Application for Land Use Permit-

Sign. The Planning Commission will take action on the application at a subsequent meeting due to a lack of a quorum.

## **7. Other/New Business**

Stephanie Jerome advised that Liz Murray submitted a letter of resignation from the Planning Commission.

Ms. Jerome will review the Davenport Solar project and the Pittsford Town Plan prior to the next meeting.

Anna Scheck will distribute the proposed changes to the Sign ordinance to all Planning Commission members.

Ms. Jerome reported the Brandon Chamber of Commerce will be hosting seminars on business education throughout the fall.

Actions from this meeting will be ratified at the next Planning Commission meeting due to lack of a quorum.

## **8. Date for Next Meeting**

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

## **7. Adjournment**

A motion was made by Ethan Nelson to adjourn the meeting at 7:24PM.

Respectfully submitted,

Charlene Bryant  
Recording Secretary