

**Brandon Planning Commission Meeting - Draft
December 6, 2021**

Board Members Present: Ralph Ethier, Todd Nielsen, Lowell Rasmussen, Bob Foley

Others Present: Jeff Biasuzzi

1. Call to order

The meeting was called to order at 6:00PM by consensus.

2. Agenda Approval

A motion was made by Bob Foley and seconded by Todd Nielsen to approve the agenda. **The motion passed unanimously.**

3. Approve Meeting Minutes – November 1, 2021

A motion was made by Lowell Rasmussen and seconded by Bob Foley to approve the Planning Commission minutes of November 1, 2021. **The motion passed unanimously.**

4. Zoning Administrator Report

Jeff Biasuzzi reported there have been two permit applications submitted since the last meeting. One is permit for the addition of a shop and another permit application was for a carport. Traditionally permit activity is slow during the holidays and there are no real events to report. The DBA had a public hearing on a five-lot subdivision application by Bernard and Louie Quesnel in Forestdale. The owners are working on renovating an existing building, but the current application is for the five-lot subdivision. They will get the subdivision first and are investigating whether to extend the municipal sewer. This could cause an economic analysis. Except for the commercial building, the others are single family residential. Mr. Biasuzzi advised his end-of-year report for the Town's Annual Report will be completed by the end of the month and he will forward a copy to the Planning Commission. Allie Walters, as Committee Chair, will do the report for the Planning Commission. It was noted that the deadline for the report is the end of the month and Tim Guiles is the coordinator for the Town's Annual Report.

5. Energy Committee Update

Lowell Rasmussen provided an Energy Committee update. Mr. Rasmussen reported the Energy Committee is assisting the Town with an EV festival that will be the first Davenport Festival after the inventor of the first electric motor. The festival will be July 9th at Estabrook Park and will be all things electric. Jack Schneider will be looking for volunteers to assist with the event. The Energy Committee is also developing a survey to get input on residential greenhouse gas emissions. They are also working on greenhouse gases relating to the municipality. Jeff Biasuzzi suggested a good audience for surveys is at Town Meeting and also a lot of towns employ SurveyMonkey that is not a major cost. Mr. Biasuzzi suggested there could be a mass mailing for both the Planning Commission's survey on signage and also the Energy Committee's survey. Mr. Rasmussen noted the Energy Committee discussed the idea of SurveyMonkey but it is not known how many residents have emails. The Committee is also looking at doing a paper survey but it was determined it would not be a good option for inclusion in the Annual Report. Mr. Rasmussen asked if the Planning Commission had any questions they would like added in dealing with greenhouse gases and noted one question deals with residential thinking about how to facilitate more pedestrian or bike traffic. Mr. Biasuzzi stated there are no zoning issues at this point but suggested going back to the Town Plan to see the guidance on that. Mr. Rasmussen advised the State mandates are out 10, 20 and 30 years. Bob Foley suggested using Front Porch Forum with a link to the

survey and also have paper copies available at different locations. Mr. Rasmussen stated the Committee will determine the process, but they are also looking for content with regard to questions that various groups are interested in obtaining information on. Mr. Rasmussen stated it is an objective of the survey to obtain a baseline for Brandon on this subject and asked Planning Commission members to think about content for the survey and provide their input by the end of December.

6. Sign Review

Jeff Biasuzzi provided a draft survey relating to the Town Sign Rules (Section 407 of the BLUO) that had been discussed at the last meeting. Mr. Biasuzzi advised he took the suggested revisions from the last meeting and added them to the current ordinance and included spaces for comments to be submitted. Mr. Biasuzzi noted the most effective way would be to do a town-wide mailing to all residents and businesses in Town. Bob Foley noted Allie Walter had suggested it could be distributed by the Brandon Chamber to all business members in Town. Mr. Biasuzzi suggested he could tweak the BLUO draft survey to outline the problem areas.

Mr. Biasuzzi reported he had a conversation with Select Board Chair Seth Hopkins who advised soft banners allowance during the Segment 6 project has ended and there is also a concern of businesses posting signs on public property. Dave Atherton has provided a proposal to clarify the use of posting signs on public property and the Select Board gave permission to post signs on public property but the enforcement by the Zoning Administrator was not clarified. Mr. Biasuzzi noted the only things that he can enforce are what is in the BLUO. It was suggested this subject could be a survey item as well. Lowell Rasmussen requested Mr. Biasuzzi bring the documentation discussed by the Select Board to the next meeting so that the Planning Commission can interpret it. Mr. Biasuzzi noted the Select Board wants to get the word out on this subject. Mr. Biasuzzi advised temporary signs in the BLUO indicate signs can be up for 21 days for two occasions per year and suggested this is an area of the BLUO that needs clarification. Bob Foley suggested the businesses could be asked in the survey what is desired. Mr. Biasuzzi stated he can work with the existing rules and there is no urgency on this item. Mr. Biasuzzi noted a change to the Noise ordinance will likely surface again during the summer months. Mr. Rasmussen requested Mr. Biasuzzi asked for Jeff bring the draft survey with the suggested changes to the next meeting for discussion.

7. BLUO Review

This item was postponed to a subsequent meeting.

8. Old/New Business

There was no old or new business discussed.

9. Date of Next Meeting

Monday, January 3, 2021, at 6:00PM

10. Adjournment

A motion was made by Bob Foley and seconded by Ralph Ethier to adjourn the meeting at 6:43PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant
Recording Secretary

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