

**MINUTES**

**APPROVED ON: October 19,2022**

**TOWN OF FERRISBURGH  
PLANNING COMMISSION  
MINUTES  
WEDNESDAY September 21, 2022  
At Town Offices and on Zoom**

**Members Present:** Walter Reed (Vice Chair); Gail Blasius; Anne Cohn; Mike Quinn; Bessie Sessions; Jean Richardson; Bonnie Barnes

**Members Absent:** Arabella Holzapfel; Bob Beach

**Minute Taker:** Jean Richardson

**Town staff present:** Steven True, ZA.

**Applicants present:** Peter and Liz Markowski; Henry Prange; Roger Parker; Diane Shortsleeve.

**Others present:** Aubrey Choquette; Kenneth Villeneuve; Cory Foote; Mike Quigly; John DeVos; Sue DeVos; Audrey White; Todd Hardie; Jason Warner; David Pierson.

1. Meeting was called to order at 7:00 pm by Wally, and Quorum determined
2. Motion to amend the agenda to add an item under New Business made by Jean, seconded by Anne. All in Favor
3. Minutes of August 17, were approved on **MOTION** of Bessie, seconded by Anne. All in Favor.
4. **Application #22-049 Final Plat Review for a three (3) lot subdivision; 462 Monkton Road: Applicants: Liz and peter Markowski; Rural Agricultural (RA-5) district; Parcel ID 15/02/12. (7: 05PM)**

STAFF REPORT: Steve provided a Checklist of documents and finds the application is complete.

Applicants were present and provided a final Mylar Plat. Mylar was reviewed by the PC. Applicants state that they have not heard yet of a hearing date for their Act 250 permit but they will let Steve know.

**MOTION** to close the Hearing was made by Wally, seconded by Gail. All in favor.

**MOTION** was made by Anne, seconded by Gail: To approve the Final Plat with the following conditions:

1. That the "existing barn" on Lot 1 is a non-conforming use that is grandfathered in, and
2. That any building expansion must maintain the set back from the adjacent Wetland indicated on the Plat, and
3. That the gravel road indicated on the Plat along the northern edge of Lot 3, immediately south of the Dollar General store, is a farm road, only for current agricultural use, and
4. That this Subdivision is pending Act 250 Approval.

**VOTE:** All in Favor

Wally signed and dated the Plat for recording.

5. **Discussion:** Planning Commission discussed the pros and cons of listing specific times for the start of each Application and there was general consensus that we should just list them in sequence, 1,2,3, without specific times.

6. **Application #22-063 for Boundary Adjustment; Applicant Janet S. Seaburg and David and Kiesh Richardson.** This application had been approved on July 20, 2022. Steve presented final Mylar ready for signature. PC reviewed the mylar. Wally, who chaired the July 20 meeting, signed and dated the mylar ready for recording.
7. **Application 22-045, Preliminary Plat Review, for a four (4) Lot Subdivision and Boundary Adjustment with Anna Charlebois; Tuppers crossing, Vacant land. Applicants: Roger Parker Jr.; Industrial District; Parcel ID #15/01/64 (7:20 pm).**

STAFF REPORT: Steve states that the application is complete, except for a Boundary Adjustment Application co-signed by Anna Charlebois. No land development is proposed.

**DISCUSSION:**

Applicant was present and confirmed that no development is proposed with is application. PC members would like to see Wetlands and buffers on Final Plat. Discussion of Access roads. John and Sue DeVos, neighbors, provided a short letter of support but also requested careful review of all entrances and exits, not only of Applicant Parker, but also the DeVos development immediately adjacent. Steve was asked to review the DeVos application and compare the access locations and Town Permits with the Parker application. Neighbor David Pierson voiced support for the Subdivision, but will have some suggested conditions when this development moves to the ZBA. Aubrey Choquette, neighbor, also voiced support and similar neighborhood potential conditions when this moves to the ZBA .

**MOTION** to close the Hearing was made by Gail, seconded by Anne. All in Favor.

**MOTION** was made by Jean, seconded by Bessie: To approve the Preliminary Plat with the following conditions:

- 1) That Wetlands and 50 foot buffers be shown on the final Mylar.
- 2) That contours are on the final mylar.
- 3) That Applicant Parker submit an application for a Boundary Adjustment co-signed with Anna Charlebois.
- 4) That the entrances and exits for both the Parker Application and the DeVos application be carefully reviewed to make sure that both will work as intended.

**VOTE:** All in Favor.

8. **Application 22-102 for Sketch Plan Review of a two (2) lot Subdivision; 523 Fuller Mountain Road; Applicants: Henry Prange and Julien Martindale; Rural Agricultural (RA 5) Parcel ID # 11/10/32.1 (7: 45pm)**

STAFF REPORT: Steve states that this is not a complete application but that the applicant would like to discuss how best to subdivide his 10 acre parcel into two 5 acre parcels.

Applicant Henry Prange was present and requested PC guidance. PC points out that road frontage in RA 5 must be 400 feet, thus a different configuration than the one presented tonight must be developed. Wetlands screening must also be done.

**MOTION** by Gail seconded by Anne to continue this Sketch Plan Review to a later date.

**VOTE:** All in Favor

9. **Application 22-105 for Sketch Plan Review of a two (2) Lot Subdivision; 14 Old Hollow Road; Applicant Mark Franceschetti; Highway Mixed Use (HMU); Parcel ID #18/20/71. (7:50 pm).**

STAFF REPORT: Steve states that the application requires discussion of number of uses and units. Proposed hand drawn sketch plat is presented for review. The application is for a simple two lot subdivision of the 8 acre parcel, with no development proposed.

**DISCUSSION:**

Mark was present on zoom. PC and Applicant discussed the complexity of the parcel and the number of uses and units presently on the 8 acres.

PC notes the long history of incremental development on this parcel which was formerly several parcels which were combined into one parcel a few years ago.

Mike Hinsdale, neighbor suggested that a precedent might be set by granting the 2 lot Subdivision given the number of units and uses on the 8 acres.

PC discussed the Town Plan and desire for increased density North Ferrisburgh.

PC requests the ZA to review and circulate all the relevant ZBA decisions on this parcel so that further review and discussion can take place prior to any final decision being made.

Applicant would like indication of whether or not the PC will consider a Subdivision so that he can work on generating a more accurate plat because this is only a Sketch Plan concept.

- This is a Minor Subdivision requiring only one Hearing for Final Plat, within 180 days.

**MOTION** by Jean seconded by Bessie to Approve the Sketch Plan with the following Condition:  
1). Conditional on further analysis of number of uses and units.

**VOTE:** 5 in Favor; 0 opposed; 2 abstentions.

10. **Application 22-108 for Sketch Plan Review of a two (2) Lot Subdivision and a Boundary Adjustment; 771 Robinson Road (Farmland); Applicant: Diane Shortsleeve; Rural Agricultural (RA 5) District; Parcel ID#05/02/53. (8:20pm)**

Anne disclosed that she is a neighbor and asked if there are any objections to her participation. There were no objections.

STAFF REPORT:

**DISCUSSION:** Applicant was present. PC reviewed the rough Sketch of the proposed subdivision and boundary adjustment, and indicated that they cannot approve a non-conforming Lot and thus the lot boundaries shown need to be reconfigured. Changes were hand drawn onto Applicant's rough Sketch Plan.

- The home parcel is a pre-existing non-conforming lot.
- Applicant agreed to the suggested boundary adjustment changes to the home lot.
- This is a Minor Subdivision requiring only one Hearing for Final Plat, within 180 days

**MOTION** by Jean seconded by Mike to approve Sketch Plan with the following conditions:

- 1) That the boundaries of the home lot be adjusted so that no land locked or non-conforming parcel is created.

**VOTE:** All in Favor.

11. **New Business:** Jean states that she has received requests from Applicants about the Act 250 application requirements in the Checklist for Preliminary and Final Plats. Checklists which we have used for a long time would benefit from being brought up to date with reference to the updated Land Use Regulations. There was consensus that item 15 on the Checklist be simplified immediately so that Applicants do not have to provide Act 250 documents as part of the Final Plat Application.

Todd Hardie, who has an application presently in Preliminary Plat stage, was present and expressed his appreciation for the modification of the Act 250 requirement.

- Jean, Steve and Bonnie will work on updating all our Checklists.

12. **Discussion:** The PC members and Steve discussed development density in North Ferrisburgh as it relates to the Town Plan. Could a property such as Mark Franceschetti's, located in the Highway Mixed Use District, be developed as a commercial PUD rather than a simple 2 Lot Subdivision?. It was noted that this 8 acre parcel had previously been several lots. Steve will further discuss this with Mark, and review all the ZBA Decisions on this parcel.

13. **Meeting Adjourned at 9:00 pm:** on MOTION of Gail, seconded by Anne. All in Favor.

14. **Next Meeting:** October 19 at 7:00pm.