

PLANNING COMMISSION MEETING MINUTES  
DECEMBER 17, 2024

In Person: Anne Budrewicz, Jeanne Gervais, Bill Hawkins, Mark Vaillencourt, Beth Rodondi  
Virtual: Joel Cope, Mike Strait, Bruce Webster, Unnamed Individual

Call Meeting to Order: Anne Budrewicz called the meeting to order at 5:30pm.

Updates to the Agenda: None

Public Comment: Bruce Webster requested that Joel Cope email him the draft version of updates to the Town's zoning bylaws.

Town Plan: Joel Cope has contacted NVDA, saying they typically work with the town and send a certified planner to assist with the Town Plan. The Town can apply for a grant to pay for that consultant, and the application is due in January 2025.

Zoning Administrator Report: Beth Rodondi spoke about a permit request that came through the DRB. A business wants to put a premade shed on their property. She questions why if they met setbacks and other requirements, why would they have to go through the DRB. Joel noted that this was a good question and would be addressed in the updated zoning bylaws. Another permit was sent to the DRB for a potential food/beverage business on the corner of Route 105 and Route 114. This is a DRB matter. Beth also brought up the issue of freight containers; permits are required, according to Joel Cope. The cost is \$150. If it does not add to the value of the property, it is not considered in appraisal.

Beth also discussed a property on Meadow Street, which has conditional approval as a commercial site. She says that little progress has been made and will follow up with the property owner via email. If the owner does not respond to Beth's satisfaction, she will send a Notice of Violation. Another property owner is also out of compliance concerning sheds/structures on his property which do not meet setbacks. His permit request was denied; Joel Cope advised Beth that this was a matter for the Town's counsel as a Notice of Violation had already been issued and the owner refuses to allow Beth onto the property.

Beth also updated the Planning Commission on the apartment building on Railroad Street; she has received numerous complaints regarding the state of disrepair, garbage, fire safety issues, etc. She is working with the Division of Fire Safety and pursuing other avenues to address these issues.

Other Business:

Approve Minutes of Previous Meeting: Jeanne Gervais moved to approve the minutes of the previous meeting. Seconded by Mark Vaillencourt. All in favor; motion carried.

Adjourn: Jeanne Gervais made a motion to adjourn at 6:40pm. Seconded by Mark Vaillencourt.  
All in favor; motion carried.