

Planning Commission Meeting Minutes

February 23, 2026

Present: Annie Budrewicz, Bill Hawkins, Jeanne Gervais, Joel Cope

Attending Virtually: Mike Strait, James Ozone, Bruce Webster, Alison Low

Annie Budrewicz called the meeting to order at 5:30pm.

Updates to the Agenda: Executive Session re: Downtown Project

Public Comment: None

Town Plan - Alison from NVDA: Alison discussed the need for a future land use map in the Town Plan, as differentiated from the zoning map. It will show densities and potential for partial Act 250 exemption to accommodate housing targets. Land use categories (e.g. Village, Neighborhood, Transitional, Lake, etc.) help establish a logical basis for future changes to the zoning bylaws, Alison said. She told the Planning Commission she will develop a wall-size map to illustrate these concepts for further discussion. Also discussed was seeking Tier IB status (allowing for streamlined Act 250 permitting for housing development) in the designated Village center and surrounding area. This requires implementing subdivision regulations in the zoning bylaws. Discussion is ongoing.

Town Plan - Water/Sewer: Joel Cope asked the Planning Commission to consider how much of remaining water/sewer capacity should be allocated to residential and commercial/industrial consumption, given housing and growth targets. In theory, more users lower the overall rate as it is now divided among users. The Town Plan should address this. It was suggested that current consumption in residential and commercial categories be pulled from the billing system and the percentages utilized as a target going forward. Mike Strait mentioned that some commercial accounts are not coded accurately in the system (i.e. they are listed as "residential"). The rate is the same, however. This will be addressed by the Water/Sewer billing clerk with Mike.

Zoning Administrator Update: ZA Nick Kittredge continues to work on permits (specifically a certificate of occupancy, new construction, and a home-based business and storage). Annie Budrewicz also noted that the sign (a snowmobile trailer acting functionally as a sign) parked on Cedarwood Drive is still there. Nick has sent the owner a letter, advising that this violates zoning bylaws.

Downtown Project: There are two interrelated projects; one is replacing the water main that runs from Mountain Street to Pleasant Street. At over a century old, this is an urgent matter. The Downtown Project encompasses new sidewalks, storm drains, and other facets that necessitate tearing up the street. Rather than do this twice, the Town wishes to combine projects to minimize disruption. A significant issue is the utility poles on Cross Street. They would be

directly in the path of the sidewalks. If a highway reconstruction project, the utility is responsible for all reasonable costs of moving the poles. The Town wants them moved a block away to Alder Street, while the utility, Vermont Electric Cooperative, disputes this as “reasonable.”

Jeanne Gervais moved to enter into Executive Session at 6:30pm on the grounds that premature public knowledge regarding this issue would place the Town at a substantial disadvantage. Seconded by Bill Hawkins.

Jeanne Gervais moved to exit Executive Session at 6:50pm. Seconded by Bill Hawkins. All in favor; motion carried. No action taken.

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

Other Business: The Planning Commission will not hold their regular meeting on March 2 due to Town Meeting. The next meeting will be held March 16.

Adjourn: Jeanne Gervais moved to adjourn at 7:00pm. Seconded by Bill Hawkins. All in favor; meeting adjourned.