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**TOWN OF CHARLOTTE
PLANNING COMMISSION
JUNE 2, 2016**

APPROVED

Minutes are subject to correction by the Charlotte Planning Commission. Changes, if any, will be recorded in the minutes of the next Planning Commission meeting.

MEMBERS PRESENT: Jeff McDonald, Chair; Peter Joslin, Gerald Bouchard, Charles Pughe, David Kenyon. Puspita Luitel. **ABSENT:** Marty Illick.

ADMINISTRATION: Daryl Benoit, Town Planner.

OTHERS: Lane Morrison, Dean Bloch, Karen Frost.

AGENDA ITEMS:

- Amendment to the Land Use Regulations regarding two-family dwellings on single-family density requirements
- East & West Charlotte Village Centers Boundary Designation (Karen Frost)
- Discussion of the Application of Peck Electric for a Certificate of public good and appointment of a Planning Commission representative to the Public Service Board of the project

CALL TO ORDER

Mr. McDonald, Chair, called the meeting to order at 7:00 p.m., and welcomed a new Planning Commission member, Puspita Luitel.

APPROVAL OF REGULAR AGENDA/CONSENT AGENDA

Regular agenda approved as presented.

Consent Agenda: none.

PUBLIC COMMENT

None.

AMENDMENT TO THE LAND USE REGULATIONS REGARDING TWO-FAMILY DWELLINGS ON SINGLE-FAMILY DENSITY REQUIREMENTS

Mr. Benoit briefly reviewed proposed amendments to the Land Use Regulations regarding 2-family dwellings for single-family density requirements.

Mr. Bloch, Town Administrator, noted that Liam Murphy's edits to the draft were minor edits. The Selectboard held two hearings regarding the five Town Meeting articles, two of which were tabled at the second hearing and removed from the Town Meeting Warning. The amendments applied to existing buildings as an adaptive re-use. There is a five-acre density requirement for single-family dwellings as a Permitted Use in the Village/Commercial districts and as a Conditional Use in the Rural District, said Mr. Bloch.

Concerns identified:

- 48 • allowing duplexes in the rural areas
- 49 • limited wastewater and water resources
- 50 • Clarify if one unit should be owner occupied, or not
- 51 • Potential for renting to college students in the Village
- 52 • Noise/parties
- 53 • The Charlotte regulations were silent regarding co-housing

54

55 *Advantages identified:*

- 56 • Potential to increase the number of affordable housing
- 57 • Creates more density without increasing new structures
- 58 • Required for family related units only

59

60 There was discussion regarding two-family dwellings; accessory dwelling in a single-
 61 family occupied dwelling versus a duplex, which doesn't need to be owner occupied; and
 62 a proposed change that "Charlotte requires an accessory or duplex be owner occupied to
 63 minimize noise" as a definition.

64

65 *NEXT STEPS:*

- 66 • The Selectboard would schedule two public hearings in preparation of the 2017
 67 Town Meeting
- 68 • Staff to review required steps for warning a hearing
- 69 • Identify the number of two-family homes, single-family with accessory dwellings
 70 in the village(s) utilizing parcel searches or Listers' records
- 71 • Research information from surrounding towns
- 72 • Schedule public hearing(s) to solicit information
- 73 • Table for further discussion at the next Planning Commission meeting

74

75 **EAST & WEST CHARLOTTE VILLAGE CENTERS BOUNDARY**
 76 **DESIGNATION (KAREN FROST)**

77 Karen Frost reviewed proposed boundaries for the East and West Charlotte Village
 78 Centers as follows:

- 79 • The East Village Center at the top of Jacksonville Road, westerly to the former
 80 Baptist church and Grange, southerly to the Catholic Church, Hancock House,
 81 and northerly to include Steve Denton's parcel (does not include the Halverson
 82 house)
- 83 • The West Village Center starting from the westerly intersections of Greenbush
 84 Road and Ferry Road that included the four corners, easterly down both sides of
 85 Ferry Road to Route 7, across Route 7 to the creamery. The village designation
 86 did not include the light commercial/industrial district at the rail road tracks off
 87 Ferry Road or the Old Lantern

88

89 Ms. Frost explained that a village designation was related to a historic walk-able core
 90 settlement that did not include farms. It was about revitalizing existing buildings, said
 91 Ms. Frost.

92

93 There was discussion regarding the Tenney antique shop and mobile home park;
94 designation advantages that included tax credits and a priority status for grant programs,
95 such as funding for affordable energy efficient mobile homes (Ver-mod, for example);
96 and adding the old tavern building on the corner in the East Village Center.

97

98 *NEXT STEPS:*

- 99 • Add the old tavern building on the corner in the East Village Center.
- 100 • Ms. Frost and Mr. Benoit would review the identified village boundary
101 designations with the state, draft an application for the designation, take
102 photographs of the proposed village centers, and notate the boundaries on a site
103 map
- 104 • Meet with the Selectboard before proceeding

105

106 The Planning Commission members thanked Ms. Frost for her update.

107

108 **DISCUSSION OF THE APPLICATION OF PECK ELECTRIC FOR A**
109 **CERTIFICATE OF PUBLIC GOOD AND APPOINTMENT OF A PLANNING**
110 **COMMISSION REPRESENTATIVE TO THE PUBLIC SERVICE BOARD OF**
111 **THE PROJECT**

112 Mr. Benoit briefly reviewed an application by Peck Electric for a Certificate of Public
113 Good to the Public Service Board (PSB). A Planning Commission member should be
114 appointed to represent the Town to appear before the PSB, said Mr. Benoit.

115

116 Mr. Bloch said that the Selectboard had provided opinions on the project. The schedule to
117 submit written testimony prior to the PSB hearing is tight with a June 13th deadline.

118

119 **MOTION by Mr. Bouchard, seconded by Mr. Joslin, to appoint Charles Pughe,**
120 **Charlotte Planning Commission member, as the Town of Charlotte representative**
121 **regarding the Public Service Board hearing of the Peck Electric application.**

122 **DISCUSSION:**

123 **Mr. Pughe noted two issues that involved screening the solar panels from Route 7**
124 **with plantings there were less than 5', and impacts to the viewscapes from the top of**
125 **Mt. Philo looking southwesterly. The easterly boundary of the proposed solar**
126 **installation included mostly dead vegetation in a hedge row along a wet field. There**
127 **would be no screening from the east side once the hedgerow was cut down, reported**
128 **Mr. Pughe.**

129

130 **Mr. Morrison said that a major concern was the view from the railing on the Mt.**
131 **Philo heights. The view is south of East Thompson's Point Road and to Lake**
132 **Champlain. Clark Hinsdale III has said that 1,000 acres has been conserved in this**
133 **view corridor. Putting a solar installation in this area would detract from years of**
134 **conservation work and investment. A question was if there was any way to stop the**
135 **project, said Mr. Morrison.**

136

137 **Mr. Joslin stated that the view from Mt. Philo was more critical than from Route 7.**
138 **There was no way to grow a tree tall enough to screen the view from the east side,**
139 **said Mr. Joslin.**

140

141 **Mr. McDonald suggested that an official rendering of the Mt. Philo view should be a**
142 **requirement as part of the testimony. Plantings on the east installation boundary**
143 **might cut the glare from the solar panels, suggested Mr. McDonald.**

144

145 **Mr. Pughe said that another issue was a wetland buffer regarding the wet field. The**
146 **ANR might require a permit, said Mr. Pughe. Mr. Bloch reported that a State Park**
147 **representative was at the May 23rd site visit and it appeared that the State Park**
148 **agency had concerns. Pre-filed testimony was due by June 13th for the July 11th PSB**
149 **hearing, said Mr. Bloch.**

150

151 **Mr. Pughe noted that the Charlotte Solar Farm, LLC, project on Hinesburg Road**
152 **was toured by the Public Service Department two weeks ago. The applicant did not**
153 **follow the approved landscaping plan as per the plan drawings. The installation**
154 **access road ran outside the west side of the fence versus inside the fence, 16 percent**
155 **more panels were installed than approved on the drawings, and the 2.2 Megawatt**
156 **project has a drop-off point limited by inverters so they can overdrive the system of**
157 **output, explained Mr. Pughe.**

158

159 **Mr. Bloch said that the Town Attorney has been involved regarding the landscaping**
160 **plan. The PSB issued an order for replanting trees and there may be a penalty, said**
161 **Mr. Bloch. Mr. Pughe said that the Town has requested re-imburement for the**
162 **Town Attorney fees.**

163

164 **Mr. Morrison said that the Selectboard was opposed to the Peck Electric project.**
165 **The Charlotte Solar Farm, LLC, was replanting trees now, said Mr. Morrison.**

166

167 **Mr. Pughe said that Town opposition regarding the view from Mt. Philo would not**
168 **go far, but the ANR opposition might have a better chance.**

169 **VOTE: 6 ayes, 1 absent (Ms. Illick); motion carried.**

170

171 **NEXT STEPS:**

- 172 • The Selectboard would add a discussion regarding the Peck Electric project to the
- 173 next meeting agenda
- 174 • Create a rendering of the view from State Park/Mt. Philo looking south and west,
- 175 identifying conserved land
- 176 • Engage/encourage the ANR regarding a wetland permit prior to the PSB
- 177 application hearing
- 178 • Mr. Pughe to review testimony with the Planning Commission prior to the June
- 179 13th PSB hearing related to the Town investment of time and money in conserving
- 180 land around Mt. Philo

181

182 **MINUTES: Selectboard/PC Joint Meeting May 5, 2016**

183 **MOTION by Mr. Bouchard, seconded by Mr. Pughe, to approve the joint Charlotte**
184 **Selectboard/Planning Commission minutes of May 5, 2016, as written.**

185 **VOTE: 6 ayes, 1 absent (Ms. Illick); motion carried.**

186

187 **OTHER BUSINESS**

188 **UPCOMING AGENDA:**

189 • Site Visit: Dan Morris residence, 700 Mt Philo Road, June 23, 2016, at 6:10 p.m.
190 Sketch Plan update/open space proposal.

191 • Town Plan: "Charlotte Today" review, ACT 46 Clean Water Act, mapping, Land
192 Use draft (due by June 9, 2016)

193

194 **OTHER BUSINESS:**

195 • Town Plan Appendix due June 16 for PC meeting on June 23, 2016

196 • Prepare for potential Town Plan Update First Hearing in September, 2016

197 • Staff to contact Jeannine McCrumb regarding time schedule milestones related to
198 the Town Plan update

199

200 **ADJOURNMENT**

201 **MOTION by Mr. Bouchard, seconded by Mr. Joslin, to adjourn the meeting.**

202 **VOTE: 6 ayes, 1 absent (Ms. Illick); motion carried.**

203

204 The meeting was adjourned at 8:20 p.m.

205

206 Minutes respectfully submitted, Kathlyn L. Furr, Recording Secretary.

207