



Town of Panton Chartered 1761

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PANTON DEVELOPMENT REVIEW BOARD & PLANNING COMMISSION MEETING MINUTES

Thursday, November 11, 2021

In Attendance:

DRB/PC Members: Chair David Raphael, Vice-Chair Mary Rudd, Kirsten De La Cruz, Annie Hopper, Minutes Taker Paula Moore

Via Zoom: Brad Dewey, Bethanie Brady Farrell, Bob Hartenstein, Zoning Administrator David Martini

1. Call to order: David called the meeting to order at 5:41p.m. The board observed a moment of silence in honor of Veterans Day.
2. Approval of the minutes of the October 14, 2021 DRB meeting
 - a. Mary moved to approve the minutes as written. Annie seconded. All in favor; the motion passed.
3. Zoning Administrator (ZA) Monthly Report
 - a. A resident lodged concerns to the ZA regarding an adjoining parcel including an encroachment in the setback adjacent to the resident's parcel and also stated that a non-conforming structure had been rebuilt. The Zoning Administrator will follow up and request the neighbor come before the Development Review Board (DRB) to present and discuss these concerns. The resident with the concern will come to the December meeting.
 - b. A Panton Road property owner has been advised that a person can stay only 30 days in the camper on the property. The Zoning Administrator was directed to send a letter to the person, documenting this communication. Board members noted that the 30 days could occur once a year on this undeveloped parcel of land. Another DRB member noted that the property was sold with the restriction that a residence could not be built there because the parcel was mostly wetlands and could not receive a state permit for a wastewater system. A person cannot reside on a property without a wastewater system. Mary cited Section 523 of the zoning regulations about the use of campers. The Zoning Administrator will draft a letter to be reviewed by David and Mary.

4. Other Business – Old and New – None
5. Adjournment
 - a. Mary moved to adjourn the meeting. Annie seconded. All in favor; the motion passed. The meeting adjourned at 6:06 p.m.

Planning Commission Meeting

1. The Planning Commission meeting convened at 6:06 p.m.
2. Approval of the minutes of the October 14, 2021 Planning Commission meeting.
 - a. Kirsten moved to approve the minutes. Mary seconded. All in favor; the motion passed.
3. Final review and adoption of “DRB Policy and Practice for Permitting.”
 - a. David has incorporated all the comments and revisions from the previous meeting and indicated the document was now ready for adoption.
 - b. There were no further comments.
 - c. Mary moved to adopt the document “DRB Policy and Practice for Permitting” as presented. Kirsten seconded. All in favor; the motion passed.
 - d. David noted that this policy can be made available to applicants who need information on required permits, as well as provide a reference for both the ZA and DRB as needed.
4. New Business – There was no new business.
5. Old Business
 - a. Update on the Panton Solar Project
 - i. David reported that a site visit took place after the October meeting and provided some additional notes regarding the project status.
 - ii. Another 40 – 50 trees will be planted on the site next spring. The new plantings are doing well. GMP’s landscape architect will provide a report on the proposed plantings for 2022.
 - iii. The plantings installed this year are doing well under the care of a new landscape contractor hired by GMP at the town’s request.
 - iv. After the completion of the plantings in 2022, and a final site visit to sign off on the plantings, GMP will provide a management and maintenance plan to ensure that the plantings are cared for of and fulfill their intended purpose to effectively screen the solar site from Panton Road.
 - b. Arnold Bay Project
 - i. A survey team will survey the site next week.
 - ii. Student teams have been working on design proposals and have been invited to share their ideas at the December meeting.
 - iii. In the new year, a committee will review the designs.
 - iv. Annie suggested the design proposals include better signage about the cyanobacteria problem in Lake Champlain and a real-time alert system.
 - c. Technology Interface –

- i. Due to the technical problems with sound during this meeting, Annie asked if members could meet in person. There was a question about the current requirements regarding Covid and the Open Meeting Act. She asked if there was another way to provide remote participation. Is video chat required?
- ii. David asked the group to meet in person for the December meeting to hear the student presentations but wondered if they could revert to Zoom in the new year.
- iii. The issue was referred to the town clerk to resolve and provide guidance.

6. Adjournment

- a. Annie moved to adjourn the meeting. Mary seconded. All in favor; the motion passed. The meeting adjourned at 6:22 p.m.

Respectfully submitted,
Paula Moore
Minutes Taker

DRAFT