



*Town of Panton Chartered 1761*

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**3176 Jersey Street, Panton VT 05491-9331  
802.475.2333, Fax 802.475.2785**

**Development Review Board & Planning Commission Meeting July 11, 2019**

**Members Present: Bob Hartenstein, Anna Hopper, Kirsten DeLaCruz, Dave Wolniewicz, Bradley Dewey, Mary Rudd, Vice Chair, David Raphael, Chair**

**Others Present: Kris Perlee, Zoning Administrator, Seth Kittredge, Terry Findeisen**

**Development Review Board**

David Raphael called the meeting to order at 7:03pm.

Review of the minutes from the June meeting was tabled, as they were not distributed.

Seth Kittredge was present to represent the request of Tyler Burgess for a two-lot subdivision on Hopkins Road. He went on to explain that the 33 acre lot is to be subdivided so that a 10 acre lot is created on the southeastern side of the present lot. David remarked that the proposed lot does not meet the required road frontage, therefore the board would have to issue a waiver for the frontage requirement in order to approve this subdivision. Kris Perlee noted that the proposed lot would have 175 feet of water frontage and 355 feet of road frontage. Discussion surrounded the possibility of including Otter Creek frontage in order to satisfy this requirement. Seth explained that the owners wish to subdivide the lot in this way so as to utilize existing hedgerows and pasture fences as well as an existing shed. Kris added his support to the proposed subdivision as a good use of existing open lands and good planning that would not break up or disturb natural lay of the land or natural boundaries. David requests the submission of a letter from the applicant requesting a waiver along with the submission of a mylar. Seth notes that his clients have begun the septic approval process, as required by zoning permits. Mary Rudd moves to approve the subdivision with the submission of the letter and mylar; Bob Hartenstein seconds-unanimous approval. Bob moves to close the Burgess hearing and Bradley Dewey seconds-unanimous approval

Kris Perlee and Terry Findeisen presented her upcoming proposal for a boundary adjustment. Discussion ensued about square footage requirements for accessory dwellings, approved curb cuts, and lake frontage. David notes that the Board cannot formally approve this boundary adjustment without a properly-warned hearing. The Board will plan to warn a hearing for its August meeting to alter the boundary and issue a new building site permit together in the PRD application. Terry agrees to update the boundary plat with a building envelope. David adds that any approval would condition upon having a shoreline permit in place before building takes place on the lot in question.

Kris Perlee provides a report of permit applications and fees received by the town since the beginning of the year. He also provided an update on progress regarding the junk ordinance, retail signage, and the process of refiling and storing DRB records based on map IDs.

Mary Rudd moves to close Development Review Board and open Planning Commission Meeting at 7:50pm. Bob Hartenstein second and the vote was unanimous.

### Planning Commission Meeting

Review of the minutes from the June meeting was tabled, as they were not distributed

David gives the Board an update on the revised Town Energy Plan to be approved in the next meeting as well as the town plan adoption process.

Mary presents an update to the class 4 roads and right of way policies going to VLTC for approval. The Select Board is looking for the Planning Commission's endorsement. Bob motions to endorse ROW and highway policy updates and Mary seconds, the Board unanimously approves.

David gives an overview of the proposed bypass around Vergennes and conformance with Pantons town plan.

David presents an application form for a transportation planning study for fiscal year 2020. Brad moves to endorse the application and Kirsten seconds-ananimous approval.

Mary moves to adjourn at 8:50 pm. Bob seconds and the meeting was unanimously adjourned.

Respectfully submitted,

Anna Hopper  
Secretary