

**Planning Commission Town of Sunderland, Vermont, June 26, 2019**

A meeting of the Planning Commission (Commission) of the Town of Sunderland was called on Wednesday, June 26, 2019 at the Sunderland Town Offices pursuant to the Warning fixing the time and place of the meeting.

The members present in person were: Tucker Kimball, Lewis Hebert and Rob Zeif. Chairperson, Ed Bove appeared by telephone. The Commissioners present constituted a quorum of the Commission. Also present at the meeting was Missy Bell-Johnson, Zoning Administrator.

Introductions were made and Mr. Zief was welcomed to the Commission. President Bove provided a brief overview of the Planning Commission responsibilities.

Mr. Kimball motioned to approve the agenda as written. Mr. Hebert seconded the motion and all voted in favor.

Mr. Hebert motioned to approved the minutes from the August, 2018 and November, 2018 meetings. Mr. Kimball seconded the motion and a quorum of commissioners present at both meetings voted in favor of approval as motioned.

Mr. Bove provided an update on the Bylaws. He will resend a final copy to the Planning Commission by email so that Mr. Zeif can review the Bylaws and all can make final comments before the Bylaws go to hearing for public comment.

Ms. Bell-Johnson explained the request from Peter Haggerty/Hideaway Land Subdivision. According to state law the final plat for the subdivision needed to be recorded within 180 days. Due to state delays in a steam diversion permit, the final plat was not recorded within the 180-day timeline. Again, state law provides the Planning Commission with the ability to allow an additional 90 days to file the plat if necessary. Mr. Hebert motioned to approve the extension of time to record. Mr. Kimball seconded the motion and all voted in favor.

Ms. Bell-Johnson provided the zoning administrator's update.

Mr. Bove asked Ms. Bell-Johnson to touch base with the architect for Moo Canoe to determine his schedule as he expressed interest in renewing the permit for Moo Canoe. It was discussed that the Battenkill Inn was nearing the end of construction. The next meeting of the Planning Commission was tentatively set for Wednesday, July 24, 2019; however, if there is no business before the commission, the next meeting will be held on Wednesday, August 28<sup>th</sup> at 6:00 pm.

There being no further business, Mr. Hebert motioned to end the meeting and Mr. Zeif seconded the motion and all voted in favor. The meeting ended at 7:04 pm.

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