

Planning Commission Town of Sunderland, Vermont, July 1, 2020

A meeting of the Planning Commission (Commission) of the Town of Sunderland was called on Wednesday, July 1, 2020, via Zoom pursuant to the Warning/Agenda fixing the time of the meeting. The log-in information was warned and was part of the agenda for this meeting.

Present: Planning Commission Chair, Ed Bove and Commissioners: Rob Zeif and Tucker Kimball; Zoning Administrator, Missy Johnson; Gary Townsend, Lynn Townsend, Phyllis Warren, David Mooney.

Commissioner Bove opened the meeting at 6:08 pm. Introductions were made.

Commissioner Bove spoke about the Townsends' Conditional Use Permit and the letter of explanation regarding their home-based business that was submitted to the Commission by email prior to this meeting. He explained there was no basis for a Conditional Use Review and their appearance before the Commission would be for Site Plan review for the replacement and expansion of their current garage.

Site Plan review for the plan submitted in the Village Residential District followed. It was determined that the use as a personal garage was an accepted use in this district and did not increase the non-conformity of the property. The size of the garage was confirmed to be 20 x 40'. The Zoning Administrator was authorized to grant the Zoning Permit.

The hearing for Site Plan Review for property located at 6342 Route 7A was then discussed after it was confirmed that the Commissioners had received a copy of the site plan. Mr. Mooney proceeded by explaining that due to an Act 25 mandated archeological dig, the parking area at the Riverhouse (previously The Battenkill Inn) was not allowed as previously determined. The lack of parking necessitated a reduction in the number of rooms at the Inn. The proposed plan shows 4 bedrooms, an owner's apartment and a caretaker's apartment. They have also decided not to renovate the front of the building. It was determined that the proper format for review was by Site Plan Review Adjustment and Change of Use. Mr. Mooney confirmed that the property is not in a 100-year floodplain and that this determination would be less important with the new plan.

Discussion then moved on to Site Plan review for the Hill Farm Inn. As the site plan had not been forwarded to the Commissioners it was brought up in Zoom and enlarged for viewing. Mr. Mooney presented the changes to the site plan, which included the elimination of the free-standing restaurant building and the addition of a two-story addition to the event barn to be used as a restaurant. Lot coverage percentage was questioned. Mr. Mooney indicated that the actual lot coverage would likely go down with this change. He also confirmed there were no Act 250 amendments necessary for this change. The Commissioners unanimously approved the proposed changes. Mr. Mooney indicated a site plan showing the approved changes would be filed with the ZA.

Mr. Bove then moved for approval of the minutes from the April 22, 2020 Planning Commission Meeting. As Commissioner Zeif was not present at that meeting a quorum for a vote did not exist and the approval of these minutes was tabled until the next Planning Commission meeting.

Commissioner Kimball then motioned to approve the minutes from the May 27, 2020 meeting of the Planning Commission. Commissioner Zeif seconded the motion and all voted in favor.

Ms. Johnson provided the Zoning Report.

Commissioner Bove provided a brief update on the status of the submitted Bylaws.

It was determined that due to timing for at least one site plan review, the next Planning Commission meeting would be held on July 29, 2020.

As there were no public comments and no further business before Commission the meeting ended.

Respectfully Submitted,

Missy Johnson, Zoning Administrator