

**Town of Wallingford, VT  
Planning Commission (P.C.)  
Meeting Minutes  
10 March 2021  
Via ZOOM meeting**

- I. **Members Participating:** Erika Berner (chair), Jill Burkett, Tony Masuck (late joining meeting), Kevin Mullin
  - Meeting Called to Order at 7:05PM.
- II. **Review of Agenda:**
  - E. Berner requested approval of the draft Meeting Agenda.
- III. **Review of Minutes:**
  - E. Berner asked for review and approval of February Minutes. K. Mullin motioned that February minutes be approved. J. Burkett seconded.: Motion passed with one abstention (B. Brooks, who did not attend February meeting)
- IV. **Vote to appoint Chair and Vice-Chair (yearly voting):**
  - E. Berner reminded the Commission that a vote to Chair and Vice-Chair was needed as required by Statues, at the first Commission meeting after Town Elections. B. Brooks nominated E. Berner to continue as Chair, K. Mullin seconded.. Discussion followed for Vice-Chair. J. Burkett nonmined T. Masuck for Vice-Chair, B. Brooks seconded. E. Berner called for motion. B. Brooks motioned E. Berner for Chair and T. Masuck for Vice-Chair. Motion passed.
- V. **Zoning Administrator's Report:**
  - Reported two permits issued so far in March:
  - 1 - the Day Care Center on South Main Street
  - 1 - for proposed Coffee Roastery and Bakery by Michelle Kinney to be located at 15 S. Main St. (the Block). E. Berner reported that this application has been referred to the Development Review Board which is scheduled to meet the following week.
  - E. Berner reported that she is receiving numerous phone calls asking about porch/deck additions to homes in Wallingford.
- VI. **Proposed Zoning Regulations:**
  - Discussion of the chart to be added in Article V of proposed Zoning Regulations. Commission agreed to leave blank spaces in districts where proposed activities are not permitted.
  - E. Berner proposed leaving narrative of permitted and Conditional use in various sub-sections (Article V) be left in each sub-section.
  - Energy suggestions to be table to until April. E. Berner discussed that a checklist would be easier for the Zoning Administrator and applicant to know what to do.

**VII. Open meeting input from Public (time limited):**

Lucy Thayer expressed support for the virtual meetings. Advocated for a continued virtual presence.

Asked about Zoning set-back tables, specifically the front rear and sides in the Forest and Recreational District. Discussion followed K. Mullin explained that in some cases it is necessary to change the setbacks because the problems of septic systems being implemented.

L. Thayer asked about the alternate position in the Planning Commission.

B. Brooks referenced the set-backs and explained that with the former set-backs the property owner would have little buildable land. Discussion followed. B. Brooks also referenced the proposed changes in the ARR district. Further discussion followed.

Asked about having surveyors required to sign-off on plats before being submitted for building approval. E. Berner explained some of the history as to why not all plats are not surveyed. L. Thayer suggested for any subdivisions should be surveyed.

**Other Business:**

None

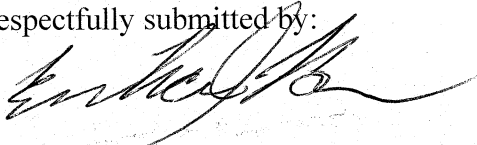
**Schedule next Meeting date:**

E. Berner asked that the 14 April meeting is postponed for a week until 21 April due to a personal conflict of two of the Planning Commission members.

**Adjourn:**

K. Mullin motioned to adjourned, T. Musack seconded. Motion passed. Meeting adjourned at 7:59PM.

Respectfully submitted by:



Erika J. Berner