



TOWN OF Concord
PLANNING AND ZONING BOARD
AUGUST 18, 2020 MEETING MINUTES

Members Present: Cynthia Stuart, Chair, Meagan Johnson, Jim Gochie, Steven Bean

Members Absent: Judy Kurtz, John Christman

Board Secretary Present: Meagan Johnson

Other Officials Present: Alan Smith, Zoning Administrator

Citizens Present: Brian LePage (via phone)

Cynthia brought the hearing to order at 6:00 p.m.

Cynthia Stuart read the notice for the Mooselook Diner and LePage hearings.

I. Mooselook Diner Hearing

Cynthia Stuart asked members of the board if they had any conflicts of interest. Members indicated they did not. Owner Kevin Fotecha did not attend or send a representative to the hearing. Cynthia asked members of the board if they had any conflicts of interest, and no conflicts were indicated. Board members were invited to discuss any concerns about the new business, hearing none, the hearing closed at 6:06.

II. LePage hearing

Cynthia asked members of the board if they had any conflicts of interest. Members indicated they did not. Cynthia explained the process of the hearing and swore in Brian LePage. Mr. LePage explained that he would like to build a small 12X12 cabin that he and his family can come to on weekends. He explained that they would only bring in what they need and take out what is brought in and not used. Zoning Administrator Alan Smith indicated that the building met all set back requirements. The board members were invited to ask questions, and none were posed. Cynthia explained to Mr. LePage that the board would review the application and make a decision within 45 days. The hearing closed at 6:15.

III. Approval of August 18, 2020 agenda

Cynthia asked to add discussion about looking at updating the bylaws and adding a timeframe. Jim asking to clarify the definition of "primitive" camps. Steve made the motion to accept the August 18, 2020 agenda with additions. Meagan seconded the motion. The motion passed unanimously (4-0).

IV. Approval of July 21, 2020 minutes

Meagan made the motion to approve the July 21, 2020 minutes. Steve seconded the motion. The motion passed unanimously (4-0).

V. Citizens' concerns

None.

VI. Zoning Administrator Report

Alan reported there have been a few little projects going on. There will be a few permits for houses soon. The Selectboard asked Alan to contact a new attorney to discuss proceeding with the Bunnell Property on Main Street in Concord that is out of compliance with clean-up from a burned property.

Alan explained that the term and definition of a “primitive” camp is a State of Vermont term for a property that is used on a limited basis and does not have approved septic and water systems. The state limits the annual number of days of occupancy for primitive camps.

VII. Zoning Board Info. Provided to the Selectboard (as follows)

At the July Planning & Zoning Board meeting, the PZB discussed a few timely issues and the PZB would like to share our conversation and thoughts about the following:

- **BURNED PROPERTIES REQUIRING CLEANUP -**

o **Shirley Bunnell Property** - The PZB encourages the Selectboard to act quickly to bring legal action forward regarding the Main Street property owned by Shirley Bunnell that is out of compliance with clean-up timeframe requirements. We also believe a fine for the burden her non-compliance has caused should be assessed.

o **South Street Property** - We anticipate the burned property on South Street will not comply with the cleanup requirements within the required timeframe. Outreach to this property owner may assist with encouraging compliance.

- **ORDINANCE & ZONING UPDATES**

o The PZB believes the zoning bylaws and junk ordinance need to be updated. In addition, the PZB encourages the town to research and consider a noise ordinance. The deadline for a municipal planning grant to could support hiring a consultant to assist with updating the town's bylaws and ordinances is due October 1st. NVDA, along with local consultants, are available to assist with writing and administering a municipal planning grant. We encourage the Selectboard to apply for a municipal planning grant, and to focus on updating the bylaws and ordinances.

VIII. Review/Ideas of Town Plan

Cynthia discussed briefly all the items that have been completed in the current Town of Concord Vermont Municipal Plan. The board discussed that it would be worth looking into cleaning up the beach at Miles Pond and bringing in more sand. The board briefly discussed the following short term (12 month) goals:

- Completion of a new Miles Pond Pavilion
- Clean -up and improvement of the Miles Pond beach
- Update the zoning By-Laws

PZB planning goals will discuss more at the next meeting.

IX. Deliberative Session to discuss the Mooselook Diner and LePage Hearings

The board entered deliberative session at 6:35 PM. The board came out of deliberative session at 6:36 PM. Steve made the motion to grant the conditional use permit for Mooselook Diner without additional conditions. Jim seconded it. The motion passed unanimously (4-0).

Jim made the motion to grant Mr. LePage the conditional use permit without additional conditions. Meagan seconded it. The motion passed unanimously (4-0).

X. Executive Session if Warranted

The board did not meet in executive session.

XI. Offsite Trip to Miles Pond Pavilion to Review Size Option

Steve, Meagan, Cynthia and Alan attended the offsite trip to the Miles Pond Pavilion. The size of the pavilion now is 36` by 48`. Discussion was around the advantages of keeping the pavilion the same size. Alan indicated he is interested in assisting with drawings of a pavilion as he has a background in timber frame construction. He will let the board know his level of interested in the near future. Further conversations occurred about not having a wood wall on the side possible, but using sliding doors or a roll-down tarp so that it can be all open if wanted. Also discussed pavilion location as there is ample room in that area.

Cynthia made the motion to adjourn the meeting at 7:30 p.m. Meagan seconded the motion. The motion passed unanimously (4-0).

Next Meeting: September 15, 2020 @ 6:00 PM

Respectfully Submitted,

Meagan Johnson
Secretary

Cynthia Stuart, Chair

John Christman

Jim Gochie

Meagan Johnson

Judy Kurtz

Steve Bean