

**Town of Warren  
Planning Commission  
Minutes of Meeting  
Monday October 26, 2015**

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Members Present: Mike Ketchel, Mike Bridgewater, Randy Graves, Alison Duckworth, Camilla Behn, Jim Sanford and Dan Raddock.

Others Present: Don Rung, Damon Reed, Miron Malboeuf and Ruth Robbins.

Agenda: Call meeting to order, 7:30 pm.

1. Opportunity for Public Comment 7:30 7:45
2. Town Green; Report of meeting with parking lot professional (10/16/114) regarding the maximum number of spaces possible. Surveyed Eastern Boundary, Warren Municipal Lot
3. Chapter 3 of the Warren Town Plan, Mapping progress, Daniel Currier, GIS Manager CVRPC
4. Discussion of zero clearance fireplaces with an insurance company representative; Don Rung, CPCU, Loss Control Manager
5. List of topics for 2016 Town Plan update, topics listed to date:
  - a. update of maps, Dan Currier
  - b. inclusionary language for green infrastructure
  - c. Update for the housing distribution plan.
6. Review & sign minutes September 28th, 2015 draft
7. Other & New business:

UPCOMING REGULAR MEETING DATES: November 9th, VDAT – update Joshua, Schwartz  
November 23rd, or November 30th, December 14th, January 11th, 2016

Mr. Ketchel called the meeting to order at 7:33 pm.

There was no public comment at the beginning of the meeting.

The PC went through the agenda, but not in the order listed. The first item they considered was item #4 with a discussion with Don Rung who is a property risk control manager for VT Mutual. More specifically, the PC was looking to gain some information and insight into how the insurance industry views zero clearance fireplaces. Mr. Rung told the Commission that VT Mutual insured many multi-unit complexes many of which are in ski areas. He went on to say that a lot of these units were built back between the mid-seventies to the middle eighties and have zero clearance fireplaces. Manufacturers of zero-clearance fireplaces will tell you that the fabrication quality is equal to that of a masonry fireplace while at the same time also stating that they should not be used as a primary source of heat. Mr. Rung said that a common scenario is a condo unit that has electric heat as its primary heat source that is unable to keep up with the demand in really cold winter weather and the occupants will use the

fireplace to attempt to supplement their heat. What many people do not realize though is that the use of the fireplace only pulls out the existing heat in the home. In addition said Mr. Rung, chimney cleaning and fireplace inspections tend to be left to the individual homeowner and despite the frequent use of the fireplace, the inspections never get done.

Mr. Rung referenced the Mountainside condominium fire, an example of an older multi-unit complex with zero clearance fireplaces, and noted that there were two other fires involving zero clearance fireplaces at the Killington Town House and a third that only involved a single unit in a condo complex. There are anywhere between 150 and 200 known buildings in VT, NH and ME that are of the vintage [30 + years old] that utilized zero clearance fireplaces in their construction. Mr. Rung told the Commission that VT Mutual was considering a way to address the potential hazard by including new stipulations on both existing policies and new policies that would require level 2 inspections. This he said would cover both the older units from the seventies and eighties as well any new zero clearance fireplaces installed.

The Town of Warren has been considering some sort of ordinance regarding wood burning appliances and in speaking with Mr. Rung it was apparent that level 2 inspections were critical in helping keep people and property safe. Mr. Rung also noted that not all chimney sweeps may know what they are doing and that they should be licensed and insured. The discussion also noted that the involvement of the condominium boards/property managers should be included along with the town in meeting the objectives of safety for residents and property.

The Planning Commission then addressed item #3 and briefly looked at the draft of Chapter 3 with the suggested language from the VNRC. They also said that in looking at the chapter as a whole that there were other items that needed to be either updated or added such as the addition of the Fluvial Erosion Hazard district, the occurrence of Tropical Storm Irene and the topic of climate change. Mr. Malboeuf told the PC that the maps requested with the updated habitat information and the various layers will hopefully be available by the next meeting.

Mr. Sanford reported on his meeting with the parking lot line guy [item #2]. He shared a proposed revision of the town green plan with the PC and it was suggested that he also go over it with Mr. Weston of the town road crew. Next the members discussed agenda item #5 and Mr. Malboeuf told the PC reported that he had spoken with Mr. Currier at CVRPC about getting the maps for the Town Plan updated which should not be a problem.

In new and other business it was reported that the annual meeting of the three valley towns would be held on Wednesday December 12<sup>th</sup>. Mr. Sanford said that this year's meeting is planned to be a "broad brush" discussion and that two members from each town's Planning Commission were also invited to attend. Staff informed the PC that Mr. Schwartz would be at the November 9<sup>th</sup> meeting with a VDAT update. Mr. Malboeuf also asked the members for a consensus on adding \$1500 to the 2016 budget as Warren's contribution to the scoping study for a pedestrian path along a section of the Access Road. Ms. Duckworth reposted that the Mad River Moves committee has put a survey online for those who were interested in responding to it. The minutes of the previous meeting were reviewed and signed.

The meeting was adjourned at 9:25 pm.

Respectfully Submitted,  
Ruth V. Robbins  
DRB/PC Assistant  
**Planning Commission**

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Mike Ketchel                      date

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Jim Sanford                      date

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Alison Duckworth              date

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Dan Raddock                    date

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Mike Bridgewater              date

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Camilla Behn                    date

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Randy Graves                    date