

**Town of Warren
Planning Commission
Minutes of Meeting
Monday February 8, 2016**

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

Others Present: Kevin Camara, Miron Malboeuf and Ruth Robbins.

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

- 1) Opportunity for Public Comment 7:30 7:45
- 2) Kevin J. Camara, LPM, Green Mountain Engineering, INC
Warren Main St. Improvement Project.
March 5th, Downtown Charrette
- 3) Chapter 3. - Warren Town Plan, revised language
- 4) Discussion of zero clearance fireplaces Propose language
- 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.(see attachments from CVRPC)
- 6) Town Garage, Alternative Sites
- 7) Review & sign minutes JANUARY 25th, 2016 draft
- 8) Other & New business:

Scheduled meetings: February 22nd, March 14th, March 28th, April 11th, April 25th

The meeting was called to order at 7:33 pm.

There was no public comment so the PC began with a conversation with the newly hired Project Manager for the Warren Main Street Improvement Project, Kevin Camara of Green Mountain Engineering. The PC members told Mr. Camara that they wanted this project to be more “home grown” and that though a design had been done by the VDAT consultants they wanted to have a charrette where they could gather input from the public and come up with their own design. They continued to say that too often in the past designs for one project of another had been done by an outside group and not moved forward due to public push back. This time the PC hoped they could come up with some ideas that would be supported by a majority of the townspeople. The members also reviewed a notice to go in the Valley Reporter officially warning the charrette. Mr. Camara said he was available and would attend and the PC also talked about making sure that town employees are invited.

The Commission then moved on to discuss the ongoing changes and modifications to Chapter 3 of the Town Plan. They briefly discussed two sections that have been proposed by the Conservation Commission, the

paragraph on Land Use & Development Regulations and one about Forest Fragmentation. The discussion was mostly about the latter and the term 'parcelization' and the PC decided to continue the discussion until all members were present. They also made note that references to maps needed to be made so that people reading the Town Plan would know where they could find the additional information.

Further discussion then took place on the draft language being worked on for a possible ordinance regarding wood burning appliances, more specifically zero-clearance fireplaces. Most of the conversation revolved around the results of a level 2 inspection and who should be notified, and how, of the results. In a multi-unit building the members thought that it would be important for neighbors to know the results and what was being done if any deficiencies were found. Mr. Raddock who is working on the language said he would draft a notification requirement for the members to review. The PC thought that they could look at hopefully having a Public Hearing on a proposed ordinance by the end of March.

The members briefly touched on the status of the Town Garage which either needs costly renovations done where it is or a new site the latter of which is the recommendation of the Planning Commission. They noted that possible new sites were being looked into. The minutes of the previous meeting, January 25th, were reviewed and signed. In new/other business Ms. Duckworth told the members that MRV Moves was holding a Public Open House and Workshop scheduled for Thursday February 11th to get input and suggestions from the public. Mr. Sanford reported that he had spoken with the Warren Public Works Director about the Town Green plans and how it would be folded in over the next two years to other projects planned around the municipal complex. Ms. Duckworth noted that she would not be able to make the February 22nd meeting.

The meeting was adjourned at 9:10 pm.

Respectfully Submitted,
Ruth V. Robbins
DRB/PC Assistant

Planning Commission

Mike Ketchel date

Jim Sanford date

Alison Duckworth date

Camilla Behn date

Dan Raddock date

