

Bridport Planning Commission Meeting Minutes

Date: February 13, 2024

Location: Bridport Town Office

Public Hearing

Attendance:

Members: Renée Brodeur, Adam Broughton (Chair), Steve DeCarlo, Sharron Macklin, Andrew Manning, Drexel Wheeler

General Public: John Cannon, Catherine Manegold, Hope Martin

Call to Order: Chair Adam Broughton called the meeting to order at 6:15 p.m.

Subdivision Hearing: Application #23-46 by Mr. John Cannon for a 2-lot subdivision of parcel ID# 04-026 owned by Mr. John Cannon. The property is located at 1526 Forrest Rd., Bridport, VT, 05734. This hearing was warned to inform the abutting neighbors of our error, address any concerns, and review the resubmittal of Subdivision Application #23-46.

Adam explained the history of this application and hearing - John Cannon submitted minor subdivision application #23-46 in 2023 and it was approved at the December 9, 2023 BPC meeting. At that time, the BPC approved a covenant that was included in the BPC approval. We were subsequently advised by ACRPC that doing so was beyond our scope (only a few exceptions are allowed – safety, etc.) and we should remove the covenant from our approval of that subdivision. John then withdrew his application and resubmitted the same application for reconsideration.

A letter was received from Robert and Jeannette Cyr to express their concerns regarding the subdivision – “another house permit and planning on using our property for his drainage field.” The Cyrs were not able to attend the meeting as explained in their letter. Adam read the letter aloud to the BPC and all attendees. The Cyr’s letter is on file at Town Hall.

All concerns from abutting neighbors were discussed. Adam apologized for our error and explained that the BPC only makes decisions based upon our subdivision regulations and this subdivision meets all town subdivision regulations. There were no safety concerns. The ZA is responsible for ensuring that building/structures meet Town Regulations. The State is responsible for permitting of septic/waste water systems. According to John, the subdivided property has a certified plan for a septic/waste water system. If the property is sold, then the new owners will be required to obtain all necessary town and state permits, including waste water, before implementing their plans on the property.

Decision: Sharron made a motion to accept Subdivision Application (#23-46). Steve seconded the motion. All BPC members unanimously approved subdivision application (#23-46) as presented.

Hearing Adjourned: 6:42pm.

Regular Meeting

Attendance:

Members: Renée Brodeur, Adam Broughton (Chair), Steve DeCarlo, Sharron Macklin, Andrew Manning, Ed Payne, Drexel Wheeler

General Public: none

Call to Order: Chair Adam Broughton called the meeting to order at 6:45 p.m.

Secretary’s Report: The minutes of the Jan 9, 2024 meeting and Jan 23, 2024 special meeting were reviewed. The BPC unanimously approved the minutes of both meetings.

New Business:

1. Minutes – Renee reviewed state regulations for posting draft meeting minutes – must be within 5 calendar days after the meeting. The BPC decided to continue our current procedure for our Tuesday night regular meetings – a draft of the meeting minutes will be sent to the Town Clerk before the close of business on Friday (12pm) for posting to the website before Sunday evening. No pre-approval by the BPC is necessary.
2. Renee obtained all necessary information for a BPC member contact list for BPC members.
3. ZA:
 - Adam reported that Mike W. will continue as ZA.
 - Adam will invite Mike to subdivision hearings so he is available for answering questions that are beyond the BPC scope and related to the ZA.
 - The ZA is responsible for posting Public Hearing notices around town.
4. Rt 22A traffic speed - Steve brought forward concerns made by residents living along Rt 22A near the curve next to the Blue Spruce farm. They would like the speed limit to be reduced to reduce the potential for accidents at the curve. Drexel explained that this concern is not within the purview of the BPC and the Select Board is discussing the issue.
5. Adam reported on the celebration of the 75th anniversary of the Bridport Fire Dept. - scheduled for this coming Father's Day weekend with lots of activities, food, and entertainment.

Old Business:

1. Status of Subdivision applications – Adam will review with Mike.
2. VCRD CV update – Renee and Drexel reported that Jenna from VCRD attended the SB meeting on Feb 12. She reviewed the CV program and the unexpected opportunity to participate this year, likely starting in March. The SB agreed that it would be a great opportunity for Bridport and will send a note to Jenna to reconfirm our interest in the CV program and especially the opportunity to begin in March. The VCRD Board will make a final decision next week.
 - It is our hope that the VCRD CV program will show that the town also favors community events such as the FD celebration or the restart of winter community dinners.
 - Adam suggested he could help with identifying residents for the CV steering committee.
 - The BPC encourages younger generations (18-50, especially young families) to participate in the VCRD CV program – a commitment of 3 evening events over 3 months.
3. Zoning/Subdivision Regulations:
 - The subcommittee meeting is rescheduled to Feb 21, 2024.
 - Sharron and Mike reported on discussions to simplify the regulations for the public to more easily find information with a web-based version. It was suggested that they contact Katie from ACRPC since she may have relevant information.
 - Our town website will likely need updating to accommodate a web-based version of our regulations and town plan. Renee reported that the project to update the Middlebury music festival website received bids ranging \$5k - \$20k. Mike will investigate further.
 - Another potential proposal being considered is a new classification for grandfathered properties along the Lake Champlain shoreline, similar to the Village zone. Most of these properties do not meet regulations (small lot sizes) and the owners need a town variance to do almost anything on their properties. This is costly for property owners and time-consuming for the ZA and ZBA. Permits will still be required. The proposed zone classification will need a town vote.
4. Town Plan:
 - Drexel reported that Katie from ACRPC confirmed that MTAP funds may be used for updating certain elements of our Town Plan.
 - Renee will reach out to Katie for our next steps in obtaining MTAP funds and developing a plan to update our Town Plan by January 2025.

Adjourn: The BPC Meeting adjourned at 7:50 p.m.

Respectfully submitted:
Renée Brodeur, Secretary

DRAFT