

**Mendon Planning Commission Minutes (Draft)**  
**April 4, 2016**

**Present:** Justin Lindholm, Phil Douglas, Neil Langer, Nicole Kesselring and Teri Corsones were present. Zoning Administrator Steve Cosgrove was also present for a portion of the meeting. The March 7, 2016 draft minutes were approved with no changes.

**Schaffer Site Plan Amendment Application:** George Schaffer was present regarding his application to amend the site plan approval previously issued for his commercial property located at 2002 U.S. Route 4, in order to reduce the size of the retail store and to add two one-bedroom apartments. A notice of public hearing was published in the Rutland Herald on March 21, 2016, and posted in three public places in Mendon. Mr. Schaffer submitted a copy of the notice and letter sent to the following adjoining landowners on March 21, 2016: Arnold and Janet Kirbach, Thomas Rock, Excel Enterprises, LLC, and Melanie Hanson. No adjoining landowners appeared at the hearing.

Mr. Schaffer provided a letter from Raymond Page, L.S. dated April 1, 2016, which provided that he has begun the application process to obtain an amended permit from the State of Vermont Department of Environmental Conservation Drinking Water and Groundwater Protection Division. The present permit is PB-1-0434. In the letter, Mr. Page also specifies the design flows for the current use and proposed use of the building, and concludes that there is more than enough "GPD" capacity for the proposed changes.

Mr. Schaffer also provided several drawings produced by Robert Carl Williams Associates, P.C., depicting the Lower Floor Plan, North Elevation Plan, West Elevation Plan and Site Plan for the property. The Lower Floor Plan depicts the layout of each of the two proposed studio apartments, including the proposed entry doors, kitchens, bathrooms and walls to separate the apartments from the retail space. The proposed studio apartment at the north end will comprise approximately 400 square feet, and the studio apartment proposed for the south end will comprise approximately 300 square feet. A new employees' bathroom will also be constructed in the retail space portion of the property.

The West and North Elevation Plans depict the location of the proposed entry doors and downward entry lights. A new entry door for the retail store will also be installed at the north side of the building, where a window in the angled wall is presently located.

The Site Plan depicts the parking spaces available at the property; 24 spaces are needed in total for the proposed changes and 27 spaces are depicted. No adverse impacts are anticipated regarding noise, lights, odors, water run-off or excess refuse. Each tenant will be responsible for the tenant's refuse removal. Construction is expected to be completed within six months' time. The footprint of the building will not change.

Neil Langer made a motion to approve the application to amend the current site plan approval, subject to the applicant obtaining all necessary state permits, including but not limited to an amended wastewater permit and a Labor and Industry Permit. Justin Lindholm seconded the motion and the motion carried.

**McDonough Subdivision Permit Application:** In response to the conditions set forth in the minutes of the March 7, 2016 meeting, Charles McDonough submitted a revised paragraph 5(b) of the "Declaration of Easements, Charles P. McDonough and Amanda Wheeler, Second Amendment", as well as three corrections to the draft narrative description for Lot 1 of the proposed subdivision.

**Rutland Town Resolution:** Mendon Town Administrator Sara Tully sent an e-mail to Teri regarding a Rutland Town Resolution that directs legislators to amend statutes that concern the siting and approval of renewable energy products and Public Service Board procedures, to ensure that Vermont municipalities have "a more meaningful role in the CPG process and to require compliance with appropriately developed municipal siting standards." 110 different towns have apparently signed the resolution to date. Members in attendance indicated their conceptual support for the resolution. The Mendon Selectboard will discuss the resolution at the next Selectboard meeting.

The next meeting of the Mendon Planning Commission is scheduled for Monday, May 2, 2016, at 5:15 p.m. at the Mendon Town Office.

Respectfully submitted,

Teri Corsones