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## **Town of Barnet Planning Commission & Zoning Board Minutes**

**Meeting Date & Time:** Dec. 14, 2021. 7 PM

**Location:** Barnet Fire Station – 151 Bimson Drive, Barnet, VT. 05821

**Board Members Present:** Board Chair: Ben Adams, Bruce Denio, Trent Roy, Elizabeth Evans, Mark Bowen, Eric Skovsted, Zachary Mangione, Dakota Butterfield. (Not present, Vice Chair: Dennis McLam). Board secretary, Dawn Holtz.

**Also present:** Shirley Warden – Barnet Zoning Administrative Officer.

**Members of the public present:** John Cook and Sarah(Sally) Cook of 828 Somerhill Rd. Barnet, VT.

### **Minutes:**

- **Agenda #1 - Those present:** Chairman Adams called the meeting to order at 7pm with the above listed members of the board and public present. Adams introduced all board members to John & Sarah Cook.
- **Public hearing for application #37-21 received on October 25, 2021 for a 2-lot subdivision (creating a backlot), Section 402 of the Barnet Zoning Bylaws:** Bowen asked for clarity on the orientation of Somerhill Rd. as shown on the application map and Evans also asked for clarification of the driveway location. Sarah Cook explained the orientation of the driveway and road and further explained process of deciding septic location, etc. Bowen initiated use of the findings worksheet for creating a back lot as per Sec. 402 of zoning bylaws. Upon use of worksheet it was determined that the application for the creation of a back lot with a 50-foot deeded right of way meets all required criteria of Section 402 of the Barnet Zoning bylaws and will have no adverse effects on existing/planned communities, character of the affected area, traffic/roads, and utilization of renewable energy resources.  
**Decision:** Bowen motioned to approve application #37-21, Evans seconded the motion, all were in favor. Motion carried, application approved.

### **Regular Meeting:**

- **Agenda #2- Approve October Special Meeting & Nov. regular meeting minutes:** Butterfield reviewed suggested edits she made to November minutes, edits were reviewed and discussed by all board members. **Decision:** Skovsted motioned to approve minutes with suggested edits, Bowen seconded, a unanimous vote followed. Motion carried, November minutes approved with edits. October special meeting minutes were reviewed, Butterfield gave clarity as she took minutes for that meeting, discussion ensued.  
**Decision:** Bowen motioned to approve special meeting minutes as written, Evans

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seconded, Motion carried, October special meeting minutes approved as written. **Note:** Adams, Roy, and Denio were not present at the special meeting and abstained from vote. **Further Discussion:** Discussion ensued about best process for approving meeting minutes going forward. Chairman Adams stated going forward, approval process for meeting minutes will be as follows: any suggested edits should be brought to meetings to be discussed/reviewed and voted on by all board members together.

- **Agenda #3 - New Business:**

- **ZAO Updates:** Warden indicated that a January meeting will be needed for new application(s) she has received. Warden also provided all with a template for writing good zoning decisions that could be used as a guide for upcoming cases that may be a bit difficult to work through. Bowen asked if findings worksheet is enough to help guide board in making good decisions, Warden said yes as long as board is clear when stating reasons for the decision.
- **Updating of docs:** Bowen reminded all of tasks at hand (town plan updates, ROP updates, and zoning bylaws updates) and deadlines for some. Bowen suggested sub-committees be created to work on updates then brought to meetings to present to full board. All agreed.

**Action Taken:** Chairman Adams appointed sub-committees as follows:

**Town Plan updating sub-committee** - Skovsted, Bowen, Butterfield, and Evans.

**ROP updating sub-committee** - Butterfield and Evans.

**Note:** Mangione requested all board members be notified of subcommittee meeting dates/times so that board members may attend if available.

- **Board vs ZAO and Secretary role/activity:** Secretary Holtz asked for clarification of roles of board, ZAO, and secretary and how they all work together. Holtz and Butterfield shared opposing concerns around these roles and proper activities of each. Discussion ensued. **Decision:** Chairman Adams and Warden stated that all communication regarding zoning cases should go to the ZAO first and then be presented to board by ZAO upon an active application to the board. Holtz and board members were instructed by Chairman Adams to follow this procedure. Holtz, as secretary, was further instructed if/when any correspondence is sent, to let the sender know the above process. Holtz agreed. Butterfield voiced some opposing views, all other board members agreed to Adams' instructions.

- **Agenda #4 - Old Business:**

- **Lawton, Keyser Hill, property updates:** Warden stated she has had recent communication with Mr. Lawton and anticipates his application to be submitted very soon.

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- Denio requested Adams share info from the town hall project meeting he attended. Adams gave updates as to the info he was given and what he knew at the time and let all board members know project info can be reviewed on the town website. Discussion ensued.
- **Agenda #6 - Correspondence:** Warden and Holtz stated neither had any additional correspondence to share at this time.
- **Adjournment:** Chairman Adams asked if there was any other business to attend to, all stated no. Motion made to adjourn meeting, approved by a unanimous vote. Meeting adjourned at 8:25pm.

*A true copy.*

*Attest: Dawn Holtz (e-signature)*

*12/14/2021*

*Board Clerk*