October 15th, 2025

Members Present: Richard Heilemann (Chair), Nick Parks, Anthony MacLaurin, Donna Cauley

Others Present: Curan VanDerWielen (Village Manager), Terry Findeisen (Zoning Administrator) Keld Alstrup (public), Claudia Burns (public), Eric Salat (public), Nick Zaiac (BCRC) Sarah Page (BCRC)

Call to Order: 11:04 AM by Heilemann.

Approval of the Regular Meeting Agenda

Motion: To approve of the regular meeting agenda.

Motion made by Parks. Motion seconded by MacLaurin.

Motion approved unanimously.

Approval of the Meeting Minutes

Motion: To tentatively approve of the draft regular meeting minutes.

Motion made by Parks. Motion seconded by MacLaurin.

Motion approved unanimously.

Proposed Tier 1B area presentation; Nick Zaiac & Sarah Page BCRC

Zaiac and Page presented the updated current land use map and update on Act 181 following with Tier 1B is an Opt-in option and if Tier 1B is applied for in 2025, it would be active Mid-2026. The floor was opened for discussion-

Parks, on clarifying the Opt-in option, said the benefit of the Planning Commission adopting Tier 1B designation would eliminate the administrative step of the Act 250 approval but not allow for anything less restrictive or denser than what the new Land Use Regulations put forth.

Zaic replied that if the Village were to have a project with a significant impact on the economic viability of 6-10 units, it would be dependent on what the Village Land Use Regulations state.

Caley asked if it doesn't apply to what we have already, what would be the benefit.

Zaiac replied that in the case where the Village Land Use Regulations might allow for slightly higher density an applicant submitting for a planned unit development, the Tier 1B provision gives the applicant a density bonus; for example, a 6 unit plus a unit.

Heilemann asked if Zaiac could provide an area within the Village where Tier 1B might apply.

Zaiac cited the Maple Street School as an example. As a landowner that has large undeveloped areas, they might want to build a 6 to 8 unit building.

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Heilemann asked if the Tier 1B designation could be applied to areas such open fields and meadows that have aging infrastructure and redesigning how the property is repurposed, Zaiac acknowledged as much.

The Village has a fairly low risk of projects coming up that would take advantage of Tier 1B. If the Village decided to Opt-in two years from now, how long would the approval process take?

Zaiac responded that the process would take one to two months.

Parks added that in the absence of any projects that would pave the way towards a Tier 1B designation, his instinct is to not act until there is more clarity on what the benefits might from adopting it.

Zaiac followed by saying relative to the Town of Manchester's transition areas; there is indication that they may want to extend utilities and suggested that certain infrastructure grant programs may be extended into the transition zones.

The Planning Commission made the decision to not Opt-in to Tier 1B designation.

Review of Draft PUC Rebuttal letter

Heilemann opened the discussion by saying the draft Parks authored covered the items discussed during the September 24th, 2025, meeting. Adding that letters of objection from the public should include the case number.

Alstrup offered other locations such as the Court House dome or a Church spire would serve as good alternate locations for telecommunication facilities and that the telecommunication companies would pay rent.

MacLaurin stated that the meeting is intended to be an Open meeting for the purpose of reviewing the draft letter.

Heilemann added to make edits and approve the document to submit the letter within the 60-day time frame.

Parks suggested that the letter be sent to the Board of Trustees for their review at their next meeting so that the Trustees could send a sperate letter of endorsement of the Planning Commissions conclusions along with additional input received from the Village Public; adding additional support.

Review of priority list and status

Parks cited the top two are building maintenance and aircraft ordinance

MacLaurin confirmed that "open" flag ordinance had been "put to bed".

Findeisen noted that all the items on the priority list had been developed to the same draft level and continued to be revised. Further to say that the building maintenance and aircraft ordinance remain the top of her list to fully develop first.

VanDerWielen updated the Planning Commission on the state of the Local Hazard Mitigation saying that funding has opened up and the Vermont Energy Management Department had applied for State allocation the week before.

In the next month or so the federal government will make it known whether funds will be allocated to Vermont or not. Adding that he strongly recommended the Planning Commission act on it as soon as possible given the current Local Hazard Mitigation Plan is out of date and how critical risk management is. It is possible that the Planning Commission might be looking at updating the Local Hazard Mitigation Plan by the end of this year or early next year.

New Business

No new business was brought before the Commission.

Heileman asked if there any other items; no other items were raised.

Motion: To adjourn.

Motion made by MacLaurin. Motion seconded by Parks.

Motion unanimously approved at 12:26 am.

The next regular meeting of the Planning Commission will be held at 11:00am on November 19th, 2025.

Respectfully submitted,

Terry Findeisen,
Zoning Administrative Officer

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