

1 **POLICY/PROJECT REVIEW COMMITTEE MEETING NOTES**

2
3 **WEDNESDAY, October 11, 2017**

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5 The meeting of the Policy/Project Review Committee was held at the VEC Solar Facility in Alburgh, VT
6 and the Alburgh Town Office in Alburgh, VT. At 5:35 PM, W. Irwin opened the meeting.

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8 **ATTENDANCE:**

9 Commission: Garrett, Harold ; Howrigan, Patrick ; Speer, Neal ; Steen, Colleen ; Charron,
10 Claude ; Irwin, William ; Jensen, Sylvia ; Voegele, Albin ; Lavoie, Ross ; Larocque, Alisha
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13 Staff: T. Newton.

14 Guest: Andrea Cohen – VEC, Chad Nichols – Encore Redevelopment.

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16 **Changes to Additions to the Agenda:**

17 None.

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19 **Site Visit – VEC Solar Facility (VT 78 and Dump Road)**

20 A. Cohen and C. Nichols provided an overview of the VEC community solar project located in Alburgh.
21 The overview contained information regarding generation capacity, permitting, and how electricity
22 generated at the facility is sold. The Committee also discussed the use of crops on site that could be
23 used in honey production. The Committee entered the facility and asked additional questions about
24 panel installation, panel operating efficiency, decommissioning and decommissioning funding, and the
25 future of the solar industry.

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27 ***The meeting moved to Alburgh Town Office at approximately 6:20 PM and reopened at***
28 ***approximately 6:35 PM.***

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30 **Public Comment**

31 None.

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33 **Minutes**

34 *H. Garrett motioned to accept August minutes as written. C. Steen seconded. All in favor.*

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36 **Project Reviews**

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38 **Barry Callebaut USA, LLC – 400 Industrial Park Road – Town of St. Albans**

39 *Project Details: Minor application. 30,000 square foot addition and associated infrastructure.*

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41 T. Newton provided an overview of the project. He cited the proposal of the applicant and Franklin
42 County Industrial Development Corporation (FCIDC) to install a sidewalk in the industrial park that will
43 connect existing and permitted sidewalks. This sidewalk would not necessarily be along the frontage of
44 the Barry Callebaut facility. The Committee discussed the proposal and agreed that it meets the intent

1 of the Regional Plan. H. Garrett and A. Larocque urged for the additional installation of a crosswalk
2 and associated signage in the vicinity of Barry Callebaut to allow pedestrians to cross Industrial Park
3 Road. The Committee agreed. The Committee also found that the applicant should provide a map
4 showing the existing and permitted sidewalks in the industrial park to provide greater clarity about
5 where future sidewalks can be installed within the park. W. Irwin noted that it would be helpful to
6 have someone from FCIDC come to PPR to discuss the long-term plans for the industrial park. T.
7 Newton said he would invite Tim Smith from FCIDC to a future meeting. The Committee then discussed
8 concerns about traffic at the intersection of Industrial Park Road and US Route 7. The Committee
9 decided that greater clarity is needed to understand when this intersection should undergo
10 improvements, but this should be addressed in the future. H. Garrett stated that the proposal was in
11 compliance with the Regional Plan and did not have a substantial regional impact.

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13 *H. Garrett motioned to require that the applicant provide the above cited information to the District*
14 *Commission, that the project is in conformance with the Regional Plan, and that the project does not*
15 *have a substantial regional impact. S. Jensen seconded. All in favor.*

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17 **Bannister Roofing – Morse Drive – Town of Georgia**

18 *Project Details: Minor application. 6,000 square foot contractor’s shop on Lot #3.*

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20 T. Newton noted that the deadline for commenting on this project had passed. The Committee
21 discussed the merits of requiring sidewalks in the vicinity of the project location in the future. The
22 Committee also discussed the need to update the regional proposed land use map.

23
24 **Camp Ta-Kum-Ta – Sunset View – Town of South Hero**

25 *Project Details: Minor application. Event pavilion, parking, and building addition.*

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27 T. Newton provided an overview the proposal. S. Jenson provided an historical account of the
28 development of the camp and information about its location within South Hero. C. Steen asked for
29 clarification on the parking location and details. W. Irwin asked for clarification on stormwater
30 management at the facility.

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32 *C. Steen motioned to find that the project is in conformance with the Regional Plan and does not have a*
33 *substantial regional impact. A. Larocque seconded. All in favor.*

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35 **Our Lady of Meadows – 1 Pinnacle Drive – Town of Richford**

36 *Project Details: Pre-application request for comments. Addition to existing facility.*

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38 C. Charron provided background on the need for the facility’s expansion. A. Larocque noted the
39 possible installation of a retaining wall and the need for additional details. T. Newton noted that there
40 would be a new main entrance for the facility, but that there seemed to be a lack of sidewalk access
41 from the parking lot to the new main entrance. W. Irwin also expressed the need for additional details
42 on stormwater management and parking lot construction. The Committee decided to have staff
43 address these issues directly with the applicant. The Committee did not make a determination
44 regarding conformance with the Regional Plan and substantial regional impact.

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Updates

W. Irwin stated that he had talked with C. Dimitruk and C. Charron about having C. Charron take leave of absence while he is in Florida for the winter to ensure that the Committee can continue to get quorum for meetings. The Committee asked T. Newton for further clarification about how this would work and how quorum would be calculated.

The Committee decided to order sandwiches and fruit from Hannaford in the future instead of pizza.

Adjourn

H. Garrett motioned to adjourn. C. Charron seconded. All in favor. The Committee adjourned at approximately 7:59 PM.

DRAFT