

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

2  
3 **WEDNESDAY, July 11, 2018**

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5 The meeting of the Policy/Project Review Committee was held at Northwest Regional Planning  
6 Commission in St. Albans, VT. At 6:18 PM, A. LaRocque opened the meeting.

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8 **ATTENDANCE:**

9 Commission: Garrett, Harold  via phone; Speer, Neal ; Steen, Colleen ; Charron, Claude ;  
10 Irwin, William ; Jensen, Sylvia ; Voegele, Albin ; Lavoie, Ross ; LaRocque, Alisha .

11  
12 Staff: T. Newton.

13 Guests: None.

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15 **Changes to Additions to the Agenda:**

16 T. Newton asked to add updates about the Legislative Committee on Act 250 and the Catamount Solar  
17 project in Fairfield. W. Irwin suggested adding an item to agenda to discuss the appointment of a new  
18 vice chair for the committee.

19  
20 **Public Comment**

21 None.

22  
23 **Minutes**

24 No quorum at June meeting and therefore there was no minutes from the meeting. The Committee  
25 reviewed the minutes from the May meeting.

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27 *W. Irwin moved to accept May minutes as written. A. Voegele seconded. All in favor.*

28  
29 **Co-Chair**

30 *A. Voegele motioned to nominate W. Irwin as Vice Chair of the committee. C. Steen seconded. All in  
31 favor. W. Irwin accepted the position.*

32  
33 **Project Reviews**

34 **Cadillac Properties, LLC – 213 South Main Street, City of St. Albans**

35 *Project Details: Major Act 250 application - Construct 19 new residential units on property with an  
36 existing motel. Convert parts of existing hotel to 8 residential units and 7 extended stay suites. Keep  
37 existing 20 room motel and restaurant*

38  
39 T. Newton provided an overview of the project and noted the additional stormwater infrastructure to  
40 be installed on the property. W. Irwin asked about additional traffic impacts at the intersection of  
41 South Main Street and SASH. C. Steen asked for additional information traffic impacts from this  
42 project. She asked that the applicant clarify that what development is considered in the application  
43 responses under Criteria 5 – Transportation.

1 C. Steen noted that there should be sidewalks to Main Street from the property to ensure safe  
2 pedestrian access. H. Garrett noted that a bus stop should be added on South Main Street since the  
3 project is located on a bus route.

4  
5 *W. Irwin motioned to find that the project has substantial regional impact due to impact on the*  
6 *transportation network and that the project is in conformance with the regional plan provided that*  
7 *issues related to transportation are clarified and do not create an undue adverse impact. Seconded by*  
8 *N. Speer. All in favor.*

9  
10 **2 Franklin Park West, LLC – 2 Franklin Park West, Town of St. Albans**

11 *Project Details: Minor Act 250 application - Expand existing gravel parking area for use by car*  
12 *dealership.*

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14 T. Newton provided an overview of the project and indicated that sidewalks would be installed along  
15 Parah Drive and Franklin Park West. H. Garrett asked if T. Newton could investigate if state  
16 transportation warrants would require for a crosswalk and beacon on Franklin Park West between the  
17 project site and the dealership across the street. The Committee discussed lighting on the property.

18  
19 T. Newton noted that the project is within an impaired watershed (Stevens Brook) and that the  
20 applicant will need state stormwater permits which have not been obtained at this time. H. Garrett  
21 asked about where the proposed stormwater infrastructure would be located on the property. The  
22 Committee noted the lack of landscaping and T. Newton noted that the industrial park's covenants  
23 require landscaped islands in parking lots. The Committee asked T. Newton to note this requirement in  
24 a letter to the District Commission which can enforce the covenants.

25  
26 *A. Voegle motioned to find that the project does not have a substantial regional impact and is in*  
27 *conformance with the regional plan if the property owner addresses concerns in regards to landscaping*  
28 *and stormwater management. N. Speer seconded. All in favor.*

29  
30 **SolarSense VT XXIV – Lower Newton Road, Town of St. Albans**

31 *Project Details: 500 kW net-metered solar facility (complete application filing).*

32  
33 T. Newton stated that the Committee had comments about this project during the review of the 45-  
34 day notice in regards to impacts to prime agricultural soils and stormwater management. T. Newton  
35 noted that the project will stockpile any impacted prime agricultural soils on-site, notably where the  
36 access road is proposed, and would receive a state stormwater permit during construction. The  
37 Committee asked that T. Newton again push the applicant to use a seed mix on site that would support  
38 pollinators.

39  
40 *W. Irwin motioned to find that the project does not have a substantial regional impact and is in*  
41 *conformance with the regional plan. He added that the Committee highly recommend that a*  
42 *pollinator-friendly seed mix be used on-site. C. Steen seconded. All in favor.*

1 **Staff Reviews**

2 T. Newton provided a brief overview of two minor Act 250 projects proposed in Enosburgh and  
3 Georgia.

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5 **Updates**

6 T. Newton provided a summary of the Legislative Committee on Act 250. He noted that the Committee  
7 is having a public forum on Wednesday, September 12<sup>th</sup> at the Elks Club on North Avenue in  
8 Burlington. The forum will start at 6 PM.

9  
10 T. Newton indicated that the Catamount Solar project in Fairfield will be much smaller than originally  
11 proposed (274 kW versus 500 kW) and that a full application would be submitted soon.

12  
13 N. Speer stated that a rubber dam will be installed on the Highgate Dam next week. A. LaRocque  
14 discussed a facility she witnessed on vacation in Virginia where solar panels had been installed over  
15 parking lots. T. Newton noted that he had applied for a volunteer position on the Vermont System  
16 Planning Committee.

17  
18 **Adjourn**

19 *W. Irwin motioned to adjourn. A. Voegele seconded. All in favor. The Committee adjourned at*  
20 *approximately 8:03 PM.*