

**PLANNING COMMISSION**

**PRELIMINARY MINUTES**

**August 16, 2022**

**6:00 PM  
Zoom Meeting**

Ludlow Planning Commission  
June 21, 2022 06:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/87387936899?pwd=eG5DTUFENjd3Tyt0T2ZPdWc3bW9zQT09>

Meeting ID: 873 8793 6899

Passcode: 583569

Dial by your location

Find your local number: <https://us02web.zoom.us/u/kxN8HhoKf>

**MEMBERS PRESENT:**

Terry Carter

Andrea Goldman

Judy Pullinen

Ryan Silvestri

**MEMBERS ABSENT:**

Ted Stryhas

**OTHERS PRESENT:**

Eric Alden

Andrea Sanford

Jean Strong

Lisha Klaiber, Recorder

Okemo Valley TV

**I. CALL TO ORDER – ELECTRONIC MEETING GUIDELINES**

1. Terry Carter called the meeting to order at 6:01 p.m. She advised that the Electronic Meeting Guidelines are still in effect. She asked if everyone had received the Zoning Regulation updates that were sent out by Allie Hopkins from Regional.
2. Judy Pullinen and Andrea Goldman both had not received them. Terry Carter forwarded the email to them.

**II. ROLL CALL**

1. All members are present, except Ted Stryhas.

**III. CONSIDERATION OF ANY CHANGES, ADDITIONS OR REMOVALS TO THE AGENDA**

1. No changes are needed.

IV. **APPROVE MINUTES**

1. Terry Carter advised that the minutes to be approved are from the meetings of February 15, 2022, the Re-Organization Meeting of June 21, 2022 and the regular meeting of June 21, 2022.
2. There were no comments on the minutes from the Re-Organization meeting on June 21, 2022.
3. Minutes from the regular meeting on June 21, 2022
  - a. page 3, item VI, 9 should read "...it is more work, but not insurmountable."
  - b. page 3, item VI, 16 should read "...Terry Carter asked if Springfield and Windsor have Downtown designations.
  - c. page 3, new item should be added after 16, "Jason Rasmussen said yes."
4. MOTION by Judy Pullinen and seconded by Andrea Goldman to approve the minutes from the June 21 – Re-Organization as presented and the June 21<sup>st</sup> Regular meeting as corrected. Motion passed unanimously.
5. Terry Carter advised that since only 2 of the board members who were present at the meeting on February 15, 2022, they do not have a quorum for a vote. They will need to put this on the agenda for their next meeting.

V. **COMMENTS FROM CITIZENS**

1. There were none.

VI. **BYLAW MODERNIZATION GRANT**

**NOTE: Terry Carter made changes discussed at this meeting onto the draft sent by Regional.**

- **REVIEW LUDLOW PRESERVATION DISTRICT** – Terry Carter suggested they go through the updates

1. Andrea Goldman said it is difficult to figure out, from the map, the area covered by the Preservation District.
2. Terry Carter said it goes from the High School to the Walker Bridge and includes the Baptist Church. She said that Rose Goings had talked about siding. She said that Two-Unit Dwelling was taken out of Conditional Uses.
3. Ryan Silvestri said it was moved to Permitted Uses.
4. Additional District Standards
  - a. Installation of Solar Panels
    - i) Terry Carter said that Rose Goings has discussed this also
    - ii) Judy Pullinen said that they should be allowed. She said that alternate energy is important and we should think about ways it can be done.
    - iii) Terry Carter said it is an additional district standard
    - iv) Andrea Goldman said we should encourage people to be energy efficient.
    - v) Terry Carter read through the DRB Approval Required Items.
    - vi) Ryan Silvestri said that some of the items listed could be cleaned up as part of common maintenance.
    - vii) Judy Pullinen said item A, should stay because if allowed, it could change the entire look of the house.
    - viii) Ryan Silvestri said adding a wood deck, within the setbacks, would still require DRB approval. He said he is unsure why the Preservation District was created and why it was put in place. He said it is a little restrictive.

- ix) Andrea Goldman asked what is the overview.
- x) Terry Carter said to maintain the look of the town. Also, as a result of the huge ski shop.
- xi) Judy Pullinen said that changes to the exterior of a building could change the character of the neighborhood.
- xii) Ryan Silvestri said that there are changes happening on Pleasant and High Streets. What about the changes there.
- xiii) Terry Carter suggested that we should talk to the people on Pleasant and High Streets.
- xiv) Andrea Goldman asked if they could preserve the character without all of these regulations. They are quite onerous. She said that things can't always stay the same. We can get the gist of the area without all of these regulations.
- xv) Judy Pullinen asked about square footage and sheds.
- xvi) Ryan Silvestri said they are included and could encroach on the setbacks. He added that they should look at changes to the entryways and bulkheads. He agrees about maximum density and many of the properties are already maxed out. He said that he agrees about the change of use. Decks should be allowed as long as they meet setbacks.
- xvii) Terry Carter asked for suggestions for re-wording.
- xviii) Ryan Silvestri suggested: Any changes to the footprint or use that increase living space.
- xix) Andrea Goldman asked about changing the outside if it is brick.
- xx) Ryan Silvestri gave the example of a foundation wall that is falling apart by the wood framing behind it. They can't say a person can't fix it, but they would have to go to the DRB to save the house.
- xxi) Andrea Goldman noted that there is an exemption there – item B.
- xxii) Judy Pullinen said the point of the Preservation District is so it won't change.
- xxiii) Ryan Silvestri asked how many buildings are included. He said that historic buildings already have regulations.
- xxiv) Terry Carter said there are brick buildings there; the library and there is one right by the river bank.
- xxv) Andrea Goldman suggested that they may want to consider adding, "Subject to exemptions" to item A.
- xxvi) They discussed Item C and boarding up, closing or enclosing any portion of an existing window, door space, porch or breezeway.
- xxvii) Andrea Goldman said people can't put in smaller, more energy efficient windows without going to the DRB?
- xxviii) Judy Pullinen said people do fill in windows and it doesn't look good. These standards don't mean a person can't do it, just that they would have to go to the DRB.
- xxix) Terry Carter noted that there are companion exemptions.
- xxx) Ryan Silvestri said some of the houses already have vinyl siding. He asked, does that mean they can only replace it with vinyl siding. They have to go through hoops. Why does the DRB have to decide if you want to replace vinyl siding with wood?
- xxxi) Andrea Goldman said it should be less detailed, possibly treatment consistent with the age of the building or preserves the look of the building.
- xxxii) Judy Pullinen suggested that the exemptions possibly should go first. It should say, "Guidelines to Changes in buildings". It shouldn't start with what you can't do.
- xxxiii) Terry Carter said there are things that we should keep.

- xxxiv) Andrea Goldman suggested they put in, “Subject to the Exemptions in Section B – below.”
- xxxv) Judy Pullinen suggested switching the order Section A and Section B. Then you could remove subject to the exemptions below.
- xxxvi) Andrea Goldman said that if they did that, it may have a conflict as opposed to general rules with exemptions.
- xxxvii) Andrea Goldman asked why they can’t change rooflines.
- xxxviii) Ryan Silvestri said that could include dormers and that would add living space. He said it would make the house look boxier. Are we trying to add more living space or keep the look of the area the same?
- xxxix) Andrea Goldman suggested adding dormers consistent with the balance of the architectural features.
  - xl) Ryan Silvestri asked if they were talking about full length dormers or doghouses.
  - xli) Judy Pullinen said that changing the roof would be a significant change to the look of the house and that should go to the DRB. That should stay as it is.
  - xl ii) There was general consensus that items E, F, G and H should stay.
  - xl iii) Eric Alden said that Vermont Statutes prohibit laws against installation of solar panels. You can dictate where they are placed.
  - xl iv) Judy Pullinen said that goes under Exemptions.
  - xl v) Ryan Silvestri agreed with Eric Alden. He said that solar arrays can go on the ground; they don’t just have to go on roofs.
  - xl vi) Ryan Silvestri said that under Section B – Exemptions, changes of use should go to the DRB.
  - xl vii) Terry Carter said that under Exemption C, the last line says “is encouraged.” She suggested removing it.
  - xl viii) Andrea Goldman said that it should stay, if we do something else that needs the DRB.
  - xl ix) Terry Carter asked about the Exemption for roofs.
    - l) There was board consensus to keep it.
    - li) Terry Carter asked for comments about accessory buildings.
    - lii) Ryan Silvestri said can it be finished or unfinished. People could put up 12’ x 12’ cabins. It should specify unfinished.
    - liii) Judy Pullinen said non-living space.
    - li v) Board decided to remove H regarding fences and landscaping walls.
    - li v) Terry Carter noted the time and tabled this discussion until their next meeting.
    - li vi) Jean Strong said that she thought the Preservation District went up High Street to the Black River Academy.
    - li vii) Ryan Silvestri said it goes to 9 High Street and the Black River Academy.

- **REVIEW EXPANSION OF THE VILLAGE RC DISTRICT**

1. To be discussed at the next Meeting

- **REVIEW OF ANDOVER STREET ZONING**

1. Terry Carter said that Andover Street is in the Village RC District and mentioned the possibility of changing it to Village Residential. She said that Pleasant Street Extension was Industrial up to the door company and was changed to Residential. She said that Andover Street is evolving that way.
2. Andrea Goldman asked if she should recuse herself as she lives on Andover Street.
3. Judy Pullinen said no, only if you would get monetary benefits from this.
4. Andrea Goldman said the area has changed and agreed that it should be changed to Residential.
5. Judy Pullinen noted that Tony's is there.
6. Terry Carter said it could go up to the Village/Town line. She said there was a flower shop there. She said that the Trustees would have to approve the change; we can only propose the change.
7. Ryan Silvestri said that there are a lot of conditional uses in Village Residential.
8. Andrea Goldman asked about the definition of Tourist Home. She then asked about the differences between Inns, B&Bs and Motels. She said if we change the area to Residential, we will be getting rid of Retail, Restaurants/Bars, Funeral homes, veterinary clinics, motels and outdoor/indoor recreation.
9. Terry Carter said, if we do change it, how far it will go. We will need to change the Zoning Map.
10. Andrea Goldman said there has been a lot of talk about the character of the neighborhood.
11. Terry Carter added also about the safety of the bridge.
12. Andrea Sanford said that much of it was mainly about the size of the building and traffic. Only recently did a car smash into a rock by her house. She said that they had fought to get rid of the mill; there were rats and toxic fumes. She was concerned about her quality of life. The character of the area is families trying to live. We are dealing with the traffic. The hotel was monstrous and would impact the residents and traffic. we need to preserve the peacefulness. The hotel would not have fit in the neighborhood. She would ask that they change the area to Residential, to limit the size, footprint and impact to traffic flow.
13. Jean Strong said that she echoes the comments from Andrea Sanford. She added that Parker Avenue is a short, narrow dead-end street with 3 homes. The hotel would have drastically impacted the people who live there. She added that there is a parcel on Parker Avenue that had the potential to be developed into same large project.
14. Ryan Silvestri suggested including Parker Avenue in the Village Residential District
15. Terry Carter suggested changing the area from the RC District to the Village Residential.
16. Ryan Silvestri said it goes to Hemingway Hill to the Village where the Village ends at Jewell Brook.
17. Terry Carter suggested bringing it to two houses past the bridge.
18. Ryan Silvestri said it is less than ¼ mile and the cleanest way to do it –starting at the southern-most area of the Village RC on Andover Street.
19. Judy Pullinen said to where?
20. Andrea Goldman suggested Shaw's.
21. Ryan Silvestri said they need to be careful.
22. Judy Pullinen suggested to the Bridge to Dorsey.
23. Terry Carter said to include Parker Avenue.
24. Ryan Silvestri said that would include Bridge Street and there is a self-storage down there.
25. Judy Pullinen suggested the corner of Bridge and Andover, ending at the end of the Village.
26. **MOTION by Ryan Silvestri and seconded by Andrea Goldman to change the Village Residential Commercial area, beginning at the southern-most corner at Bridge and Andover Streets heading south to the RC District end, including Parker Avenue. Motion passed unanimously.**

27. Terry Carter explained that this board will have to warn and hold a Public Hearing for this change. Once that happens, we will present it to the Village Trustees. They will also have to warn and hold a public hearing. It can take a few months. She said that once our hearing is held, the changes are in effect until voted on by the Trustees.
28. Andrea Goldman asked if it would take into account size.
29. Terry Carter said it would eliminate motels.
30. Andrea Goldman said that Section 420 allows motels.
31. Terry Carter said that page 39 tells what are permitted uses and conditional uses.
32. Andrea Goldman asked what is the difference between the definitions of Inn and motel?
33. Terry Carter said this board needs to clean up the definitions.
34. Andrea Goldman read the definitions and said that it seems to her that an Inn is a Motel. She said an Inn may offer meal services.
35. Terry Carter said we will look at the definitions at the next meeting.

## VII. OTHER BUSINESS

1. Surveys
  - a. Terry Carter said that this board is in the middle of changes in the Village zoning. She said that in the past, we came out with a questionnaire, but had not gotten Select Board approval first. She said that she is on the board of the Regional Planning Commission and they will help us with a survey. It is a long process. They will pay for it.
  - b. Andrea Goldman offered to help. She suggested this be tabled for now.
  - c. Terry Carter said the Planning Commission had also invited people to a pizza and soda party, before COVID. She said that was before COVID. She said that now, Regional will do the survey, collect the data and pay the costs.
  - d. Andrea Goldman suggested they discuss this at their next meeting.
  - e. Terry Carter said that she will talk to Rose Goings about a public informational meeting and will let the board know the results. She said that this board did not get through what was planned for this meeting.
2. Planning Commission Packets
  - a. Andrea Goldman asked if it is possible to get packets similar to what the Select Board receives for meetings – a week before the meetings. She said that she prefers to have one mailing rather than pieces coming in separately.
  - b. Terry Carter said that she will put an electronic version together when she and Rose Goings set the agenda.
  - c. Lisha Klaiber asked Andrea Goldman if she would like to be taken off the Minutes email list.
  - d. Andrea Goldman said yes.
  - e. Terry Carter said she will send a list before the meetings.
  - f. Eric Alden suggested that the board include discussion of a housing need assessment for their next meeting.
  - g. Terry Carter said that Jason Rasmussen has information about that and she will talk to Rose Goings about it.
3. Next Meeting
  - a. September 20, 2022.

VIII. **ADJOURN**

1. **MOTION by Judy Pullinen and seconded by Terry Carter to adjourn this meeting.  
Motion passed unanimously.**
2. Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Lisha Klaiber

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Terry Carter, Chairman

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Ryan Silvestri

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Andi Goldman

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Ted Stryhas

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Judy Pullinen