

Mendon Planning Commission Minutes (Draft)
July 2, 2018

Present: Justin Lindholm, Phil Douglas, Neil Langer and Teri Corsones were present. Zoning Administrator Steve Cosgrove was also present for the noticed portion of the meeting. The draft June 5, 2018 minutes were approved, with one correction.

Good Shepherd Littlest Lambs Site Plan Review Application: Susan Grenier was present regarding an application for site plan approval and change of use for the commercial property located at 1635 U.S. Route 4 in Mendon. Timothy Clark was also present. Ms. Grenier is the director of "Good Shepherd's Little Lambs Early Learning Center", and plans to lease the subject property for infant and toddler childcare, under the name "Good Shepherd Littlest Lambs". Nayla, LLC owns the property. A notice of public hearing was published in the Rutland Herald on June 15, 2018, and posted in three public places in Mendon. Ms. Grenier provided a written listing of the adjoining landowners whom she had notified of the hearing via U.S. mail. The adjoining landowners include: Mendon Meadows, LLC; Marsha F. Bruce; Vermont Quarries Corp.; Paquette Property Management; Jonathan Charles; and, the Eloise M. Suker Estate. None of the mail was returned to Ms. Grenier. No adjoining landowners appeared at the hearing, although Mr. Paquette called Ms. Grenier to acknowledge receipt of the notice.

The property is located in the Village District. Family childcare facilities are a permitted use in the Village District. Section 605 of the Zoning Regulations require any family childcare home serving more than six full-time children to be located only in the Village or Commercial districts. Ms. Grenier indicated that the childcare center will accommodate 15 infants and toddlers (six weeks to 18 months old), and that there will be 5 full-time staff members. It will operate from 7:00 a.m. to 5:30 p.m., year-round.

Ms. Grenier provided a copy of a Division of Fire Safety Report dated June 5, 2018. It permits occupancy of 27 people, provided that certain corrections be made prior to occupancy. Ms. Grenier is in the process of making the corrections. Occupancy is anticipated at the end of August, 2018.

Ms. Grenier also provided a copy of an e-mail from Rick Oberkirch dated June 29, 2018 that references Wastewater Permit #WW-1-0222-6., dated April 20, 2012. Mr. Oberkirch confirmed that no additional permit from the Drinking Water and Groundwater Protection Division would be required at this time, unless occupancy exceeds 24 (children and staff combined). The property is connected to the Alpine Pipeline, and there is an existing on-site drilled well.

Ms. Grenier provided a hand-drawn sketch of the building and parking area, without dimensions or distances. She was given a copy of the Section 503(d) requirements for site plan contents, and will endeavor to submit a site plan with the required elements so that the Planning Commission can review the Site Plan Review criteria set forth in Sections

501-503 of the Mendon Zoning Regulations including parking, vehicular and pedestrian circulation, landscaping and screening, and impacts on adjacent properties from noise, light, odor, water runoff, or excess refuse. In particular, the site plan should also include the dimensions of the parking area, location of the anticipated parking spaces (9' by 18' each) and the proposed traffic flow/circulation pattern for vehicles and pedestrians

A motion was made to continue the noticed hearing until Monday, July 9 at 5:30 p.m., in anticipation of the submission of a complete site plan. The motion was seconded and approved.

Municipal Planning Grant: Elysa Smigielski from the Rutland Regional Planning Commission was present to report on the outcome of the survey responses gathered at the Mendon Potluck Picnic on June 9. She provided the attached list of responses to the six questions that were posed, and a composite with several of the photos from the gathering. She will e-mail recommended updates to the Mendon Town Plan before the July 9 continued hearing, and will attend the August MPC meeting in order to discuss the proposed recommendations in more detail.

The next meeting of the Mendon Planning Commission is scheduled for Monday, July 9, 2018 at 5:15 p.m. at the Mendon Town Office (this is a continuation of the July 2 meeting, for the reasons described above.)

Respectfully submitted,

Teri Corsones