



## Town of Burlington

### PLANNING AND ZONING COMMISSION MINUTES OF REGULAR MEETING MARCH 28, 2019 BURLINGTON TOWN HALL

**PRESENT:** Richard Miller-Chair, Rob Wilson, JP Parente, Rudy Franciamore, Eric Lindboe.  
John Hebert arrived at 7:02pm  
Absent was Lynn Buthe, Sonia Higley, Rich Miller and Barbara Dahle.  
Jerry Burn, Zoning Enforcement Officer.  
Allison Tharau, Recording Secretary.

#### 1. **CALL TO ORDER:**

##### A. **Attendance and Designation of Alternates**

Chairman Miller was present for meeting and called the meeting to order at 7:00pm.  
Regular members present were seated for the meeting. Alternate Eric Lindboe was seated for Lynn Buthe.

##### B. **Approval of Minutes**

MOTION Parente, seconded Wilson to approve the minutes from the February 14, 2019 regular meeting as submitted; unanimously approved.

##### C. **Communications:**

A. Letter dated March 25, 2019 from WMC, Town Engineer, regarding App # 2145.

#### 2. **NEW APPLICATIONS/NEW BUSINESS:**

A. None

#### 3. **PENDING APPLICATIONS:**

A. None

#### 4. **PUBLIC HEARING(S):**

A. **Application #2145** – Whispering Winds, LLC – Subdivision – 4 lots – South Main St. #71  
(Submitted February 7, 2019) (Public Hearing February 28, 2019) (Continued to March 28, 2019)

MOTION Wilson, seconded Parente to close the regular meeting and open the public hearing at 7:03pm; unanimously approved.

Rob Hiltbrand, applicant, was present and addressed the Commission.  
He stated the project consisted of 7 ½ acres with 4 building lots. No wetlands on site. The gravel project has been completed and restored. A landscape buffer has been built on Wotton Lane (western side of the property).



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BBHD approval dated March 21, 2019. Commission received a letter dated March 25, 2019 from the Town Engineer which was read into the record.

**Citizen Comment:**

Ray Griswold-70 South Main St-Questioned where the driveway frontages would be located. Hiltbrand showed him the driveway frontages on the map.

MOTION Wilson, seconded Parente to close the public hearing and open the regular meeting at 7:15pm, unanimously approved

MOTION Wilson, seconded Parente to approve Application #2145 – Whispering Winds, LLC – Subdivision – 4 lots-South Main St #71 with conditions stated in WMC letter dated March 25, 2019.

IN FAVOR: Miller, Wilson, Parente, Hebert, Franciamore, Lindboe.

OPPOSED, none. ABSTAINED, none.

Subdivision approved.

**B. Application #2147-Bouffard-Special Use-Home Occupation-Therapist-Covey Road #210**  
(Submitted February 27, 2019) Public Hearing March 28, 2019)

MOTION Wilson, seconded Parente to close the regular meeting and open the public hearing at 7:16pm; unanimously approved.

Renee Bouffard, applicant, was present and addressed the Commission. She is a licensed Therapist & Certified Equine Specialist where she will be providing animal (horse) assisted mental health services to children with disabilities over the age of 5. She will board 4 to 5 horses in the barn on the property. She will be living (renting) on the property. Hours of business will be Monday – Friday 9 -5pm. No weekends. One part-time employee. Primarily individual therapy with 5 to 6 per day. On occasion possibly a group of 5. Parking would be within the property.

**Citizen Comment:**

William Kendig-214 Covey Road- Has concern with traffic/noise as dirt driveway runs along his property. Submitted map of property and driveway easement from the neighbor that allows access to 210 Covey Road.

David Bouffard-3 North Ridge-Fully supports application. Great addition to Town.

Jennifer Davis-42 Arch St-Fully supports application. Feel like she will be providing a valuable service to these kids and this Town would benefit from such a service.

Dave McConnell-213 Covey Road-Concerned with added traffic on Covey Road

Heather Taylor-203 Covey Road-has home based business. Stated that road is quiet all day with the exception of buses. Property is very remote from street. Suggested if owner could possibly pave a section of dirt driveway to keep noise to a minimum. Feels business will bring vitality to the property.



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MOTION Wilson, seconded Parente to close public hearing and open regular meeting at 7:50pm; unanimously approved.

Burns will ask Town Attorney to review driveway easement and comment for next meeting.

Application will continue to next regular meeting.

5. **OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION:**

A. None

6. **CITIZEN COMMENT:**

A. None

7. **ZONING OFFICER REPORT:**

- A. Discussion about Refuse and Zoning Regulations. Burns stated that the word “refuse” is used in several sections of the PZC regulations and is not defined with no context. He stated PZC should come up with definition in order to enforce our regulations effectively. Commission members to look into definitions and bring to next meeting. Burns will reach out to Northwest Regional Planning for input.
- B. Plot plan requirements-Burns asked Commission how he should proceed on a zoning permit concerning a plot plan requirement and how he interprets Section X.B.1.a and X.B.1.c of the regulations. He stated that per our regulations a plot plan would be required which he feels is not necessary for addition of the porch with footing tubes and that a sketch would suffice. The Commission agreed that a plot plan would not be necessary and appreciates his commonsense approach to our zoning regulations.
- C. Burns discussed the map filings for Stoneridge Crossing subdivision. He explained to the Commission per our regulations no lots may be sold until final approval is given by PZC. He is working with Developer, Robert King to have the maps refiled based on four Phases of development. Feels this is best solution overall. Burns to draft conditions and submit to Commission. King to come before Commission to final maps in phases.
- D. Glen Chaulder has requested May 9<sup>th</sup> meeting to discuss POCD.

8. **STAFF/COMMISSION COMMENTS:**

- A. Chairman Miller stated that he submitted a letter in support of a portion of land in Burlington become part of the Barnes Nature Center expansion project funded by DEEP.
- B. Miller discussed a possible moratorium on massage therapy establishments in town based upon recent allegations/activities that are associated with these establishments. The Commission discussed and agreed that a moratorium is not necessary.

9. **ADJOURN:**

MOTION Wilson, seconded Franciamore to adjourn the meeting at 8:50pm; unanimously approved.



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Respectfully submitted,  
Allison Tharau  
Planning and Zoning Clerk