

# Town of Chelsea, Vermont

## Planning Commission

### 2025 January 27 Meeting Minutes **DRAFT**

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#### Meeting Information

Planning Commission Members: Bob Brannan, Chair  
Gregg Herrin, Secretary  
Absent - Ed Kuban  
Justin Sauerwein  
Absent - Neil Kennedy  
Shenia Lyford  
Absent - Susan Hardin

Selectboard Members: (Gregg Herrin)

Other Town Personnel: None

TRORC Representatives: Bryan Kovalick  
Kyle Hansen

Community Members: None

**Call to Order:** The meeting was called to order on 2025 January 27 (Monday) at approximately 6:30pm, at the Chelsea Town Hall.

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#### Preliminary Business

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##### Introduction of Kyle Hansen from TRORC

Kyle Hansen from TRORC introduced himself as a new member of the TRORC staff.

Once approved by the Selectboard, he will be temporarily taking on some of the Town's Zoning Administrator duties who recently resigned.

Kyle will also be involved in creating the Future Land Use Map, considering factors such as: possibly redrawing where the mixed use area is; enlarging the village area; allowing for state forest block and wildlife connectors. He indicated that just because a new map will be available that does not obligate the Town to update the Town Plan immediately, but there may be motivating reasons to do so (for example, for Act 250 expediency).

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## Old Business

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### Continued Review of Proposed Edits for Zoning Bylaws

Bryan Kovalick led a discussion related to the Town's Zoning Bylaws. The majority of the review was about minor changes or statements to bring the Town's Bylaws into alignment with current State rules and wording, covering content through Chapter 4, "Specific Regulations".

During discussion, a question was raised about how new buildings receive permission to connect to the Town's water and/or sewer systems.

- Gregg Herrin** to investigate how permission is granted for new connections to the water and sewer systems.

Discussion also included debate about how the possible impact of changes to things like lot sizes, setbacks, and so on. The agreed general desire of the Planning Commission's present members is not to be unduly restrictive, with the intent that more flexibility will increase the likelihood of additional development in the village area as well as not changing expectations for landowners in other areas.

Review of proposed edits will continue at future meetings.

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### Timeline for Town Plan and Zoning Bylaws Approval

Bryan Kovalick will present the Town Plan to the TRORC board in February, and is expecting approval (based on the fact that TRORC has been facilitating the editing process from the beginning, to ensure compliance and alignment).

The Zoning Bylaws expire at the end of the 2025 calendar year, so that leaves plenty of time for a few more meetings to refine the document and then have a public hearing. That would be following by any additional revisions prior to moving on to the Selectboard for approval.

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## New Business

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### Change of Secretary

Gregg Herrin indicated that he would like to remain on the Planning Commission but resign as Secretary. Justin Sauerwein offered to take on Secretary duties, starting at the next meeting.

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## Adjournment

The meeting was adjourned at 8:05pm.