

**Members Present: David Roy (Chair); Don Bedard (Vice Chair); Michele Gammal; Joan Falcao; Brooke Scott.**

Others Present: Martha Taylor-Varney (ZA)

6:00PM – **D. Roy** called the meeting to order.

**Changes to the Agenda**

Moved agenda item 3 to item 4C.

**Public Comment**

There was none.

**Old Business**

- A. **Additional discussion – Future South Hero Land Use Maps with NRPC (continued from February 5):** **J. Falcao** suggested putting the Power Point presentation on Act 181 from the February 5<sup>th</sup> PC meeting onto Front Porch Forum to gather public response and comment. [This was attached to the minutes of the PC’s Feb.5 meeting on the Town website]. Joan will put it on FPF. There was additional discussion about what 10-acre parcels exist within a quarter mile of the designated village centers in Keeler Bay Village and South Hero village, the availability of grants for these areas, the lack of municipal services (septic and water), and whether the Town should participate. The Commission will meet with Catherine Dimitruk at a future date to follow up.
- B. **Discussion of definition of “Average Natural Grade” and “Pre-Construction Elevations”** – Measuring the height of a structure, shown in Figure 2.1 and explained in Sec. 206.B of the development regulations, references the average natural grade as the average of the highest and lowest elevations of the structure (2 points of reference). Should this be measured from 4 or more points equidistant from the structure for more accuracy? **J. Falcao** agreed that it should, and presented a worksheet from Lexington, MA showing what calculations they use to determine average natural grades. Do the Regulations need a graphic of this to replace current Figure 2.1 or would a clearer definition be enough? The Commission members all agreed that 4 or more points would be a more accurate way to measure height. Discussion continued to what is “pre-construction grade”? **D. Roy** felt that this is the elevation before any excavation or site work has been done, including when elevations have been raised to allow construction out of the base flood level of the lake (102 feet above sea level). Should the term “pre-construction grade” be taken out of the definition of “average natural grade” in Article 10? **D. Roy** felt that that would be a good idea. Should the Commission ask the Development Review Board

for comments? There was additional discussion about how much fill can be added (500 cubic yards) before the requirements for a site plan in Sec. 303 came into effect. **D. Roy** will work on a clearer definition of “average natural grade” and present it to the Commission at their next meeting.

- C. **Continue Discussion on South St. Multi-Modal Path** – Guy Maguire of South Hero Land Trust had planned to attend the meeting to take part in this discussion but needed to reschedule. He will attend either the March 5<sup>th</sup> or 19<sup>th</sup> meeting. Discussion tabled until then.

**Approve Minutes from the February 5, 2025 meeting**

**J. Falcao** moved to accept the minutes of February 5, 2025, with corrections; **B. Scott** second. All in favor.

**Administrator’s Report**

ZA Martha Taylor-Varney told the Board that she will be attending a webinar on Thursday morning, Feb. 20, on local emergency management plans related to flooding. The webinar is presented by the Agency of Natural Resources. Selectboard Chair David Carter, South Hero’s emergency manager, will also attend.

**Announcements**

- a. Meeting House – no update
- b. Town Office Committee – the bond vote for the proposed new town office will be an article on the ballot at Town Meeting. Comments from Town residents on Front Porch Forum are both positive and negative.

**Next Meeting**

The Next PC meeting will be March 5, 2025 at 6PM at the Town Office.

**Adjournment**

7:14PM – **J. Falcao** moved to adjourn; **B. Scott** second. All in favor.

Respectfully submitted,  
Marha Taylor-Varney, ZA

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
For the Planning Commission

*These minutes are unofficial until approved at the next regularly scheduled meeting. All motions were unanimous unless otherwise indicated.*