

TOWN OF PLYMOUTH
PLANNING COMMISSION AND
ZONING BOARD OF ADJUSTMENT
JUNE 2, 2026 MINUTES

The June 2, 2026 meeting of the Plymouth Planning Commission and Zoning Board of Adjustment was called to order at 6:00 PM.

Board members in attendance were Bruce Pauley, Frank Vetere, Mike Scmillio, Jeff Sailer, and Anne Brown. Jay Kullman and Keith Cappellini attended via Zoom.

Audience members in attendance via Zoom were Rafal Wrotniak, Marta Wojcik, and Janne Pedemonti.

Bruce Pauley asked if there were any additions or changes to the Agenda. There were none.

Next, he asked if there were any corrections to the May 5, 2026 minutes. There was one correction in the first sentence, to change the date from May 6, 2026 to May 5, 2026. Anne Brown made a motion to approve the minutes with the correction, stating for the record they were well done.

Jeff Sailer seconded the motion. All were in favor.

Next on the agenda was the Continuation of the Conditional Use hearing for Rafal Wrotniak and Marta Wojcik, of 1275 Route 100, for a Change of Use from a garage storage to a two - bedroom living space. The hearing was tabled at the May 5, 2026 Planning Commission meeting, as the board needed additional evidence showing the number of bedrooms in the house and garage. The board also requested a statement from the Regional Office of the Department of Environmental Conservation regarding the adequacy of the existing waste water system.

Bruce stated that all Interested Parties who attended the last hearing were still under oath.

Bruce and Assistant Assessor, Debbie Pelkey met with Rafal Wrotniak on May 14, 2026 at his property at 1275 Route 100. They were shown the interior of both the house, with two bedrooms, and the garage with two bedrooms, confirming the number of bedrooms in both structures.

Rafal Wrotniak and Marta Wojcik contacted Terry Shearer, Southern District Supervisor and Regional Engineer of the Drinking Water & Groundwater Protection Division of the Agency of Natural Resources. He emailed the following statement, including a link to the Wastewater System & Potable Water Supply Rules:

https://dec.vermont.gov/sites/dec/files/dwggwp/orules/pdf/Wastewater%20Systems%20abd%20Potable%20Water%20Supply%20Rules_11-06-2023%20with%202024%20corrections.pdf

“Specifically in the noted rules in §1-301 and §1-806, unless there was a permit trigger in either one of those sections, keeping the design flow for a single-family residence with 4 bedrooms (2 in the original building and 2 over a garage), would not in and of itself, require a permit from my program.”

Bruce then spoke to the storm water run-off effecting the Pedemonti property located at 1235 Route 100, directly below the Wrotniak property. Keith Cappellini stated there was discussion at the last hearing regarding rain water run-off from the upper property onto the property below at 1235 Route 100, and asked if there is anything in our Zoning Ordinance to address the issue. Bruce stated in this instance, there is nothing in our Zoning Ordinance addressing storm water run-off. The Shoreland Protection Act, effective July 1, 2014, regulates activities within 250 feet of the mean water level of lakes

greater than 10 acres in size. Because of the location of the properties on the non-lake side of a municipal or state road, they do not have to comply with the Shoreland Protection Act Standards. Jeff Sailer commented that land was disturbed with no efforts for remediation to correct the run-off.

Janne Pedemonti stated they have exchanged phone numbers with Rafal and Marta and will work with them to resolve the rain water run-off issue. Rafal Wrotniak also stated they will work to resolve the drainage issue with the Pedemonti property owners. Both thanked the board for their work.

Frank Vetere stated with regards to our Zoning Ordinance, he would like to discuss the drainage issue after the hearing is closed.

Frank then made a motion to close the hearing. Anne Brown seconded the motion. All were in favor.

Next on the agenda was a discussion regarding revising the Zoning Permit. The board reviewed each item in the Project Description Section. Those items discussed were:

Exterior Renovation: addressed in Section 1.9.2 of Zoning Ordinance: Exempt if superficial changes to the exterior of a structure, unless regulated under an existing permit or the structure is in the Coolidge Historic Overlay, and is outside the Flood Hazard Overlay District.

Land Clearing: addressed in Section 1.10 of Zoning Ordinance as land clearing incidental to development. The board discussed whether Land clearing and Exterior Renovations should show up in those overlay districts, listed on page 2, in which they are not exempt.

Roads: addressed in Section 3.17 of Zoning Ordinance: After discussion the board decided it should read 'New Road'.

Subdivisions: Section 3.2 of Zoning Ordinance: will require its own page of general and conditional use standard requirements to be met.

Walkway: This project relates to impervious structures within the Shoreland and Flood Hazard Overlays. Jay pointed out the Shoreland Protection Act addresses impervious surfaces. That standard states 'total impervious surfaces must be less the 20% of the parcel area, located within 250 feet of the mean water level.' This project should also show up in the overlay districts.

Battery Storage Systems: are not regulated in our Zoning Ordinance. The board discussed how to address the need for the Fire Department to know if a battery to power a structure is in place when they respond to a fire. They suggested a page to be included with all Zoning Applications requiring / requesting home battery information for the Fire Department. Also, they can provide signs designed to alert the Fire Department of battery storage, to be displayed with the 911 sign.

Moving to page 2 of the Zoning Permit application, the Overlay Districts with Conditional Use Standards are listed. In this area, additional required supporting documents from state agencies should be listed, such as the Vermont Dept. of Environmental Conservation, and the Federal Insurance Administrator.

Regarding Zoning applications within the Flood Hazard Overlay, the Zoning Administrator should make that determination and submit the application to the Agency of Natural Resources for a 30 day review period before the hearing can be scheduled. The application can be submitted by email.

Our Zoning Ordinance states "For applications requiring a hearing, the hearing shall not be scheduled prior to the 30 day comment period in order for any Agency comments to be available at the hearing."

Bruce suggested on page one under Describe Project (Include all Dimensions & Heights), it be restated to read “a site plan must be included, showing elevation, height, footprint, and size.” Height shall not exceed 35’ above average ground level.

The board discussed the addition of a third page to be attached to permit applications, not as a requirement, but as an additional document to provide information to property owners. This page should be the Clerk’s Check List to include Things to Consider, such as 911 numbers, Home Battery Back up System notification for the Fire Department, Energy Code Handbook for the Vermont Residential Building Energy Standards, and Dog License. The board is open to other suggestions to be added to this list.

Lastly, Jay spoke to the board about the importance of producing a Survey for town property owners to ask them what they would like to see from the town, what they are interested in, what services they would like the town to budget for in coming years, such as emergency services like ambulance and police coverage, and / or a community health care provider, to bridge the gap between hospital care, VNA services and home, and if a junk ordinance would be appropriate.

Mike Scomillio stated he read the 2009 survey. One question on that survey asked the respondent to check up to 3 of the following areas that you feel are important to protect or preserve:

- | | |
|---|--|
| <input type="checkbox"/> Open Fields and Pastures | <input type="checkbox"/> Historic trails and paths |
| <input type="checkbox"/> Historic structures & adjacent lands | <input type="checkbox"/> Ancient and Class 4 roads |
| <input type="checkbox"/> Trails | |
| <input type="checkbox"/> Other _____ | |

In addition to that question, he would like to ask “How do you feel about individual property land owner rights when considering the importance of environmental preferences?” The reply could be rated on a scale of what is most important.

The 2009 survey will be emailed to all board members. They are asked to send survey ideas and questions to the secretary to be compiled and discussed at our next meeting.

Deliberations for the Rafal Wrotniak and Marta Wojcik Conditional Use application for a Change of Use began at 7:40 PM. Frank stated the issue of the septic system was resolved with the statement from Terry Shearer.

Bruce asked if there were any further concerns or questions. Hearing none, Anne Brown made a motion to approve the application. Mike Scomillio seconded the motion.

Frank Vetere stated that while storm water drainage is not in the Planning Commissions purview, he feels strongly that the boards first priority should be that any development should not negatively impact an abutting property. He urged the board to revisit our Zoning Regulations regarding the impact of a development on neighboring properties, particularly with regard to rain water run-off.

All board members were in favor of approving the Change of Use application, without Conditions.

Anne Brown made a motion to adjourn the meeting at 8:00 PM. Frank Vetere seconded the motion.

All were in favor.

Respectfully submitted, as draft,
Elaine Pauley
Secretary, Plymouth Planning Commission

