

TOWN OF PLYMOUTH
PLANNING COMMISSION AND
ZONING BOARD OF ADJUSTMENT
AUGUST 4, 2026 MINUTES

The August 4, 2026 meeting of the Planning Commission and Zoning Board of Adjustment was called to order at 6:00 PM.

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

Kyle Katz attended as presenter from Two Rivers Ottauquechee Regional Commission and Will as Okemo Valley technician.

Audience members were Willow Bascom, Naomi Moyer, and Debra Pelkey.

Chairman Bruce Pauley added a discussion at the end of our meeting, regarding sending a letter to TRORC to gain 'Standing' relative to their draft regional plan.

Frank Vetere made a motion to approve the minutes of the June 2, 2026 meeting. Mike Scmillio seconded the motion. All were in favor.

Kyle Katz of TRORC stated his agenda for our town plan review this evening. Chapters and Maps for the Utility and Facility Plan and Public Services, and the chapter on Telecommunications Facilities would be presented, followed by scheduling the first of two public forums to introduce the town plan and explain the process. The second Public Hearing would be held to review our draft town plan and invite public comment.

Next he reviewed Chapter 5, titled Utility and Facility Plan. Under Recreational Facilities, board members discussed updating item # 5, Hawk Inn and Resort, as that property is no longer providing services to property owners.

Under the section titled Public Services, there was discussion with the board regarding Policing Services and Dispatch Services for the town. There is concern regarding the response time on calls both during the day and evening hours.

Also under this section, current information regarding the vehicles and equipment in the Fire Department was updated and the Plymouth Memory Tree and the Ottauquechee Health Foundation will be added to the list.

Under the Section titled Buildings & Other Services Open to the Public, on Item # 7, remove Hawk Inn and Resort on Route 100. Under item # 9, list Chloe's Market and the Plymouth Cheese Factory.

Under the Section titled Town Priority Projects, a salt and equipment shed was listed as a medium priority, as the cost is estimated to be approximately \$250,000. Jay wants to pursue grant funding for this project and has asked our state representative to keep us updated with any funding possibilities.

Debra Pelkey spoke to the board regarding finding funding to upgrade the towns tax maps on a weekly basis, rather than annually. Kyle stated there is no current grant funding for tax map updating on a weekly basis. Kyle added this to the Town Priority Project list as a medium priority.

Under the Section titled Disaster Prevention, Preparedness and Response regarding driveways and private roads, board members questioned how it was decided that these roads should not exceed a 12%

grade. Kyle explained that a 12% grade is common in Zoning by-laws, as is stated in Section 3.17 of our Zoning Ordinance and that an engineer is required to determine and submit the degree of a slope in a proposed driveway or private road. He also stated that an Act 250 permit might permit a steeper slope, while a local zoning ordinance might not.

Next on the agenda, Kyle and the board members discussed the Telecommunications Chapter. Board members voiced concern regarding placement of cell towers on mountain tops and ridgelines. Kyle suggested the board focus in the Recommendations for this chapter, including Item # 3 in our current town plan that addresses the siting of cell towers.

On reviewing the maps, Kyle stated nothing has changed on the Transportation Map. On the Utilities and Facilities map, he said he would speak with Pete Fellows regarding the excessive labeling on this map. Willow suggested a good key at the bottom would eliminate the need for all the labels and Kyle agreed.

Next, we discussed the schedule for the first Public Forum, required for the Town Plan. Kyle stated he will speak about a half hour, followed by hearing questions from the public.

He will put together outreach communication to be posted on the Plymouth Press, the Front Porch Forum and the Plymouth Facebook page.

Anne suggested he contact Margo Marrone, who writes a weekly column for the Vermont Standard. Perhaps she might also have something printed in the Mountain Times and the Vermont Journal. Kyle will put together a summary and poster and have it ready for our regular monthly meeting on September 1, 2026. He also will contact Margo regarding the newspaper article.

Kyle stated he will review the chapter on Natural, Historic, and Scenic Resources at our September 1, 2026 meeting.

Next on the agenda, board members discussed having a survey available for town residents to fill out at the October 6, 2026 meeting and possibly on the town web-site. Board members listed 9 questions so far. They would like to get property owners input regarding the plan for the Town of Plymouth, and what areas should be improved.

Next suggestions were made to add to the third page of the Zoning Permit revision, and a question was asked about set - backs for driveways, both requiring follow-up.

Last on the agenda, Bruce spoke to the board regarding the TRORC draft Land Use Maps. We have a deadline of August 10, 2026 to send a letter to our Regional Commission and the Land Use Review Board regarding our concerns with the change in parcel designations for our region as a whole and the Town of Plymouth in particular. He would like to send a letter stating our concerns in order to have 'Standing' or 'Party of Interest' standing, which would give us the opportunity to appeal the decision of the Land Use Review Board, if this Land Use and Housing draft document is approved.

Jeff Sailer made a motion to adjourn the meeting at 8:10 PM, Jay Kullman seconded the motion. All were in favor.

Respectfully submitted, as draft,

Elaine Pauley
Secretary, Plymouth Planning Commission