

1 PROJECT REVIEW COMMITTEE MEETING MINUTES

2 Wednesday, September 10th, 2025

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4 The meeting of the Project Review Committee was held remotely. B. Irwin called the meeting to order at 6:04
5 PM.

6
7 ATTENDANCE:

8 Commission: Scholten, Marietta ; Demars, Howard ; Buermann, Robert ; Irwin, William; Julia Callan
9 ;Yvon Dandurand ;

10
11 Staff: Emily Klofft.

12
13 Guests: Brent Gannon (for T-Mobile Northeast, LLC-1298 Machia Road project), Derick Reed (for Town of
14 Grand Isle project)

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16
17 **Changes or Additions to the Agenda:**

18 E. Klofft noted that introductions had been left of the agenda by accident. The Committee did introductions.
19 The Committee moved the approval of the minutes until after the project reviews. B. Irwin noted that this
20 could be a permanent change.

21
22 **Public Comment**

23 None.

24
25 **Project Reviews:**

26 **Act 250- Town of Grand Isle**

27 *Details:* After-the-fact approval for demolition of Grand Isle town garage and fire station and construction of a
28 6,000 sq. ft. library and new town green.

29
30 H. Demars stated that he would recuse himself from discussion of the project as he is a member of the Town's
31 Library Commission. E. Klofft noted for the sake of transparency that NRPC currently has a planning services
32 contract with the Town to update its zoning bylaws which she is working on. This project is separate from the
33 library project so there is no specific conflict.

34
35 D. Reed reviewed the project site plan. He noted that the applicant is looking at phasing the project plan into
36 multiple phases for budgetary reasons, the community space may be built in a second phase. The project
37 includes stormwater infrastructure, a mound-based wastewater system and an extension of the municipal
38 water system.

39
40 B. Irwin asked how many spaces the parking lot would be and what the parking material would be.

41
42 D. Reed stated that there were 47 spaces. It is shown as paved on the project plan, but likely due to budget
43 constraints only the ADA spaces would be paved in the first phase. M. Scholten asked if there would be an EV
44 charger. D. Reed stated there was an EV charger proposed.

1 B. Irwin asked about the arrow shape shown on the project map. D. Reed stated that it was a wetlands, the
2 project will not impact the wetlands or wetlands buffer. There is a Class 3 wetlands which will be partially
3 filled, the applicant has received a permit from the Army Corp of Engineers.
4

5 B. Irwin asked if a traffic study had been completed. D. Reed stated that one had not been done, it is expected
6 that the largest amount of traffic would be generated from events held at off-peak commuting hours. B.
7 Buermann noted that there were some challenges with the intersection of Hyde Road and Route 2, there is a
8 flashing red on Hyde Road and a flashing yellow on Route 2.
9

10 E. Klofft reviewed the draft project review sheet. The project complies with the CBES and includes heat pumps,
11 an electric vehicle charger and the possibility of future solar installation on the project roof. The project is in a
12 Rural Planning Area for the Regional Plan, but is locally planned as a village.
13

14 The Committee discussed the proposed sidewalk located between the Town Office and the proposed library.
15 B. Irwin asked if there was a risk of the sidewalk not being developed due to budget constraints. D. Reed said
16 he was unsure. B. Buermann noted that there were currently not any sidewalks in Grand Isle. B. Irwin stated
17 that supporting expansion of pedestrian infrastructure was important.
18

19 *M. Scholten motioned to find that the project is in conformance with the Regional Plan and not of a substantial*
20 *regional impact.*
21

22 *B. Buermann proposed a friendly amendment to add a statement that NRPC Project Review strongly*
23 *encourages that the sidewalk be built and the bike rack be installed in the first phase of the project.*
24

25 *M. Scholten accepted the amendment. B. Buermann seconded the amended motioned. The motion carried with*
26 *H. Demars abstaining.*
27

28 **Section 248a- T-Mobile Northeast, LLC/248a-1298 Machia Road**

29 *Details:* Installation of telecommunications equipment on an existing farm silo at 52' AGL (farm
30 silo is 75' AGL).
31

32 B. Gannon presented on the project. The project is co-located on an existing farm silo. Verizon currently has
33 equipment on the top of the silo, the T-Mobile infrastructure would be located 52' AGL. The project would
34 also include a 10' x 20' equipment pad. While a generator is shown on the site plan, a generator would only be
35 installed if the battery back-up has not sufficient.
36

37 E. Klofft reviewed the draft project review sheet.
38

39 B. Irwin asked if the silo was located on a hill/prominent elevation. B. Gannon stated that he was unsure but
40 did not believe so. After reviewing the topographic maps, it was determined that the project is not located on
41 a hill.
42

43 *H. Demars motioned to find that the project is in conformance with the Regional Plan and not of a substantial*
44 *regional impact. M. Scholten seconded.*
45

1 B. Irwin stated that the Committee was happy to see that the applicant had sited the project in a way that
2 both expanded telecommunications services and met the regional siting goals.

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4 *The motion carried.*

5
6 **Act 250- James Harrison Airport Sand and Fill, LLC**

7 *Details:* Construction of an 8-lot industrial park within a previously permitted gravel extraction
8 pit.

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10 E. Klofft reviewed the project location and draft project review sheet. She noted that the application is still
11 pending major/minor determination, so it is not necessary to make a determination of regional conformance
12 at this time if the Committee needs additional information. The project is for an 8-lot industrial park located
13 adjacent to the Franklin County Airport. The project is located on a previous gravel quarry. The project
14 includes a dead-end road, utility infrastructure and stormwater utility for a future 8-lot development. There is
15 no bicycle or pedestrian infrastructure proposed. There is a rare plant species on the project site which will be
16 transplanted in a different location. There will be wetlands impacts as a result of the stormwater
17 infrastructure. No new screening is proposed, there is an existing berm and trees. The nearest residential
18 development is roughly 2000 feet away. The local zoning is industrial. There will be 12.5 acres of prime
19 agricultural soils impacts. E. Klofft noted that in the original Act 250 application, NRPC had comments on the
20 prime agricultural soils impacts. At the time, the plan had been to reclaim the soils, but now it would be a
21 permanent impact.

22
23 H. Demars stated he was interested in understanding the impacts to the rare plant species. B. Irwin stated that
24 he had concerns about the impact the stormwater system could have on the delineated natural wetlands. The
25 Committee noted that there are several state permits which the applicant has not received including
26 stormwater. H. Demars stated he also had concerns about erosion control.

27
28 B. Irwin stated that there should be more information on potential traffic impacts if the site was built out.
29 Some uses could generate significant traffic. The Committee developed a list of follow-up
30 questions/comments for the application.

- 31 • Please provide copies of relevant state permits including stormwater & wetlands permits.
- 32 • What is the estimated traffic should the industrial park be built out as proposed?
- 33 • Has ANR approved to the plan for the transplant of rare plant species?
- 34 • Will there be any restrictions on the types of uses which will be allowed?
- 35 • How will erosion be controlled on the project site?

36
37 **Minutes**

38 *M. Scholten motioned to approve the minutes of the August meeting. B. Buermann seconded. The motion*
39 *carried.*

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42 **Updates**

43 E. Klofft noted that there were edits to the land use chapter goals and policies in the latest draft of the
44 Regional Plan which Commissioners would receive in advance of the September board meeting. These edits
45 were designed to clarify goals & policies and improve the ability of the Commission to apply the plan goals &
46 policies in project review.

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2 **Commissioner Announcements**

3 None.

4
5 **Adjourn**

6 *H. Demars motioned to adjourn. B. Buermann seconded. The motion carried. The Committee adjourned at 7:29*
7 *PM.*

DRAFT