

**SHARON PLANNING COMMISSION &
DEVELOPMENT REVIEW BOARD
SPECIAL MEETING MINUTES
June 24, 2025**

This meeting was publicly warned in conformance with the January 2022 amendments to the Vermont Open Meeting Law requirements for remote and/or telephonic meetings.

Attending: John Roe, Dee Gish, Paul Kristensen, Lucy Gibson, Andrew Cliburn, Sue Sellew (virtually)

Visitors: Steve & Joni Lyman, Greg Chase, Lou Cadwell, Steven True (Norwich Zoning Administrator), Tanya Armstrong.

Virtually: Kevin Gish (Sharon Selectboard), Nicola Shipman (Sharon Town Administrator), Lindsey Putnam, Ulreke vonMoltke, Jordan (Assistant for Ian Mackenzie)

John called the DRB meeting to order at 7:17. The late start was due to technology problems.

1. Double C Corporation subdivision hearing
 - a. A site visit was held on Chapel Hill Road at 5:00 pm prior to this hearing.
 - b. Greg Chase (applicant) noted their intent to subdivide 63 acres into three lots, with no plans to build houses. Lot 1 includes drawings for a house and septic placement. Access permits for each of the three lots have been obtained from the Selectboard. Lot 2 extends into the town of Norwich and cannot be further subdivided per Norwich rules.
 - c. John noted the application is not for housing or development, and the DRB's job is to ensure that there is practical access to all lots. The Selectboard held a hearing to review road work and accesses that was conducted by the applicant. There is a possibility that there are outstanding issues related to the road work that remain unresolved.
 - d. Paul asked if the logging access of lot 2 could be a permanent access. Kevin could not remember if the access is for temporary logging only.
 - e. Steven True offered some procedural observations and requested that the language on the mylar include that land in Norwich is subject to Norwich regulations, that the mylar also include an overlay on Lot 2 of the ridgeline protection area, and that the mylar be recorded in Norwich. Steven's submitted letter from May has been satisfied with all of the requested materials being made available.
 - f. Lyndsey Putnam wondered about the town boundary marking. Kevin noted that the Sharon and Norwich listers have been discussing the town boundaries.
 - g. John mentioned that Selectboard notes from their meeting with state road erosion and wetlands personnel will become part of the file. Kevin noted that the applicant conducted unauthorized work on a Class 4 road and that according to the MRGP and wetlands state employees, the road is out of compliance. Some remediation work will be necessary. Greg noted that the work was authorized by the former Sharon Road Foreman and Lou wondered why the applicants weren't made aware of the state site visit and noted that the applicants have been to 10 meetings for this subdivision application.

- h. At 7:50 a motion was made by Paul and seconded by Lucy to close the Double C DRB hearing. The Double C application will be discussed at the next regular DRB/SPC meeting, scheduled for July 8.
- 2. Lyman Subdivision hearing:
 - a. A site visit was held on Howe Hill Road at 3:00 pm Sunday, June 22nd.
 - b. Steve Lyman noted the desire to subdivide 1.53 acres with an existing home, where their daughter has lived for 14 years, from the larger parcel of roughly 200 acres.
 - c. John presented the mylar and noted that in April, the SPC had granted the applicants a waiver of the requirement to survey the entire property as a one-time exemption and that this will be one of the conditions of the permit.
- 3. Paul made a motion to close the hearing, Andrew seconded. Jordon asked if the subdivision is approved, will the DRB sign off on the mylar? John said yes, and it would take a few days to write the permit.
- 4. At 8:00 PM, Lucy made a motion to enter the SPC meeting. Andrew seconded.
- 5. Dee made a motion to approve the May 27, 2025, meeting minutes, Paul seconded. All approved.
- 6. John noted that further work on the Subdivision Regulation will be postponed.
- 7. John made a motion to enter a deliberative session, Paul seconded. At 8:20 PM, the SPC exited the deliberative session
- 8. A motion was made by Dee and seconded by Lucy to approve the Lyman subdivision. John will sign the mylar and will circulate a draft permit for SPC signatures early next week. All approved.
- 9. A motion was made by Dee and seconded by Andrew to ask Double C to designate the ridgeline overlay district on the mylar. All approved with Sue abstaining. John will draft a permit before the next meeting on July 8th.
- 10. At 8:27 PM a motion was made by Paul and seconded by Lucy to adjourn the SPC meeting. All approved.