

Proctor Planning Commission
Regular Meeting
September 1, 2015 6:30 pm

Members Present; Ray Beyette, Tom Hogan, Dick Horner [chair], Jim Moore
Guests Present ; Bob Coons [zoning administrator], Stan Wilbur [Town Manager], Bill
Champine [Select Board chair], Celia Lisananti [Town Clerk], Dave Fitzgerald, John and Jodi
Jones, William and Peggy Sattel, Emily Pickett, Justin Brock, Stephen Fenn, Daniel Pratt,
Richard Lloyd, Kevin Smith

I. Call to Order;

II. College of Saint Joseph, 39 Main St, Site Plan Review; Dan Pratt, architect for the project and Rich Lloyd, college president presented the planned changes to 39 Main St. A.D.A. compliant elevator and stair tower will be added to the outside of the building [see attached map/plan].

Concerns and questions from citizens and Board members were answered. The primary issues were parking and security. The College's planned occupancy for the building is close to its historical occupancy. The applicant said parking should remain as it has been and they foresee no problems, however should parking issues arise they agreed to work with the town to solve any problems. Security will be provided around the clock by the college and the building would be open during normal business hours.

Ray Beyette moved that the Site Plan be approved, Tom Hogan seconded. Motion passed.

III. College of Saint Joseph, 61 Main St. Site Plan Review; Dan Pratt, architect for the project and Rick Lloyd, college president presented the planned changes to 61 Main St. A.D.A. compliant elevator and stair tower will be added to the outside of the building [see attached map/plan].

Concerns and questions from citizens and Board members were answered. Traffic, building use, parking, exterior lighting, security storm-water runoff and construction were discussed at length.

The College's planned occupancy for the building is close to its historical occupancy. The parking areas and buildings will be monitored by the College's security 24/7. Traffic problems are not expected by the College. Richard Lloyd said that the College intends to be a good neighbor and will work with citizens and the town to resolve any problems or complaints that arise.

The building will be used for instruction and offices and will not be a dorm. A shuttle bus will run from the College's main campus to Proctor. The Building will be in use during normal business hours and the construction phase will follow those hours as well. Exterior lighting and storm-water runoff will not change significantly.

Ray Beyette moved that the Site Plan be approved. Tom Hogan seconded. Motion passed.

IV. Review and Approve Agenda approved

V. Approve August 4, meeting minutes; Dick Horner moved to approve. Ray Beyette seconded. Motion passed.

VI. Citizens Comments

Jodi Jones complained that at the August 4 Planning Commission meeting Jim Moore's questions to her were harsh and greatly upset her. She believed that the Planning Commission meetings should be taped. Jim said that he felt badly that Jodi was so upset and that he always welcomed her presence at Planning Commission meetings. John and Jodi Jones also asked when the Commission would act on their request to rezone their neighborhood. Dick Horner explained the hearing process for changing zoning and said that their request would be considered in the Zoning Plan update that the Commission was working on.

VII. Zoning Administrator's Report; Bob Coons update on Zoning Permits was accepted.

VIII. Zoning Bylaws; No action

IX. Old Business; none

X. New Business; none

XI. Other: none

XII. Adjourn; at 8:35 pm