

**TOWN OF SUTTON**  
**Sutton Planning Commission & Development Review Board Meeting**  
**at the SUTTON FIRE DEPARTMENT**  
**November 19, 2025 @ 5:30 pm**

**Open Meeting:**

- Call to Order: Adam called the meeting to order at 5:35pm.
- Members Present: Robert Simms, Adam Bruggeman, Scott Cunningham and Paula Biltmore
- Adam asked if there were any additions or deletions to the agenda and proposed adding a deliberate session to discuss committee membership.
- Adam asked for a motion to approve the minutes of the October 22, 2025 meeting. Motion proposed by Paula, seconded by Scott and approved by all.
- No members of the public attended either on line or in person.

**Old Business**

- Tabitha Homes hearing was postponed to January 21, 2026 due to insufficient time for Mr. Ng to notify abutters and Town of Sheffield and his inability to attend a December hearing date. Scott suggested that a real estate attorney be consulted given the complexity of the application. Adam agreed that a Vermont attorney with real estate expertise would be optimal and will investigate a possible consulting firm in St. J.
- Joe Solisky's application review was tabled since Joe was not in attendance.
- Town Plan update: Rob resubmitted MPG grant for funds to conduct a town wide survey-should know about funding by March. He proposed that notice of revising the Town Plan be included in the warrant for the March, Town Meeting Meeting to engage the community in the process emphasizing the need for input on the revision. Paula emphasized its importance for local control in areas such as education and land use citing current controversies in Danville (HS students now having to go to St. J due to regionalization) and Westmore (regarding construction of a cell phone tower). The current Town Plan expires in March, 2027. Rob sent by email a document from the State to all committee members, which outlines the process and what is required as content in the Town plan. Discussion included the need to establish a timeline for completion, a requirement for a public hearing on the Town Plan (either at Town Meeting or separately) before it is formally adopted.
- FEMA Floodplain updates: Rob and Scott will schedule a Q&A session with regional FEMA staff to discuss the latest floodplain maps for the town now that the federal government is up and running.

- Act 181 update: All agreed that a letter to NVDA indicating that re the village Tier status and on the issue of the updated land use maps that the Town: 1) maintain the status quo- i.e. Tier 2 status; 2) request in writing from NVDA that Town Byelaws over-ride the regional land use maps (rather than simply rely on verbal assurances that this is the case). Rob will write the letter make sure the Selectboard is aware.

### **New Business**

- Following the deliberative session Rob was nominated as the Chair by Scott, he was then voted unanimously as (Chair with Rob abstaining). Mike Tutko withdrew his application to join the DRB/PC due to health concerns. All agreed on one year tenure for the Chair position with rotation among the committee members. Rob proposed Don and Wanda Prince as possible members who previously attended a focus group meeting on the Town Plan in the spring. Paula will ask them if they are interested.

Paula moved that the meeting be adjourned at 6:45 pm, the motion was seconded by Scott and was passed.