

TOWN OF SUTTON
Sutton Planning Commission & Development Review Board Meeting
July 16, 2025 @ 5:30 p.m

Open Meeting:

- **Call to Order:** Kurt Nygren, the Board Chair called the meeting to order at 5:41pm.
- **Members Present:** Kurt Nygren, Robert Simms, Adam Bruggeman, Kate Buonanno, Paula Biltmore and Scott Cunningham
- **Introduce Public:** Chris and Kathy Devereaux
- **Approve Minutes from June 25, 2025:** Paula made a motion to approve the minutes from June 25, 2025, Kate seconded it. All were in favor. The motion passed unanimously.

Kurt asked for a motion to suspend the meeting to open the Hearing. The motion was moved by Paula and seconded by Scott. All were in favor. The motion passed unanimously.

New Business:

- **Devereaux Application Hearing:** Adam opened the Hearing. Adam read into the record the hearing warning that was published in the Caledonia Record on June 30th, 2025. The Hearing was also posted at the Town office, on the Town's website and at the West Burke Post Office and at the property.
Adam asked if there are any conflict of interest, there was not. He asked if there were any ex parte communications, there were not. He asked if there were any interested persons, there was just the property owners (Chris and Kathy).
Adam swore-in Chris and Kathy.
Adam gave an overview of the application of the lot sizes, and the zoning districts the lots will be in.
Adam acknowledged that the Devereaux's have provided all of the information requested of them for the subdivision with the exception of proof of notice to abutters. The Devereaux's confirmed that they do have proof of the notices and said would supply them to the Town Clerk for the record. They were notified by certified mail.
The property is not in a flood zone, there are no easements or other restrictions, (there is a Current Use covenant but that is in the process of being removed). Two of the lots have existing driveways, and there is adequate road frontage.
There were no further questions from Board Members.
The applicants had no other information to provide.
Scott made a motion to close the Hearing. The motion was seconded by Kate; all were in favor. The motion passed unanimously at 5:55pm.

Kurt asked for a motion to continue the meeting. Paula made the motion; it was seconded by Adam. All were in favor. The motion passed unanimously.

- **Joe Solinsky (First Selectmen) as guest:** Joe did not appear at the meeting.

Old Business:

- **FEMA Floodplain updates:** Rob explained that he is working to analyze and compare the old State floodplain bylaws to the new “draft” ones and that he will have this more information to share at the next meeting, but that basically the bylaws have grown. He has highlighted the new changes. Rob said that we will need to incorporate this into the new Town Plan so that the Town can get FEMA approval to allow people who live in floodplain to get insurance coverage if there is a disaster. For the next meeting Rob will have more to present in greater detail.

Rob asked to go into a deliberative session, he made the motion, Scott second the motion. All were in favor. The motion passed unanimously.

Kate made a motion to come out of deliberative session, Adam second the motion. All were in favor. The motion passed unanimously.

- **Town Plan:** There have been three focus groups. No new updates. Next Paula would like to have a social event with food involved. Some of the Fire Department expressed that they would like to help with that. She Said creating a structure for the focus group is extremely important with respect to updates to the Town Plan and Bylaws. Paula and Rob will bring proposed updates to the group. The focus group will likely be after harvest season.
- **Act 181 update by Rob:** No new updates. Kurt would like the DRB/PC to provide the Selectboard copies of the information that was presented by NVDA. Everyone agreed.

Other Business:

- The August meeting will be on the 27th.

Adjourn the meeting: Paula made a motion to adjourn the meeting. The motion was seconded by Scott. All were in favor. The motion passed unanimously at 6:31pm.

Continue the meeting:

Adam made a motion to reopen and continue the meeting so that the Board could vote on the Devereaux application. The motion was seconded by Kate. All were in favor. The motion passed unanimously.

Adam made a motion to approve the Devereaux application for subdivision with two contingencies. One, that the Devereaux's provide the proof notices for the abutter letters, and two, review of the plat. The motion was seconded by Scott. All were in favor. The motion passed unanimously.

Adjourn the meeting:

Adam made a motion to adjourn the meeting. The motion was seconded by Kate. All were in favor. The motion passed unanimously at 6:33pm.

Respectfully submitted,
Kate Buonanno (Scribe)