

**SUNDERLAND PLANNING
BOARD MEETING MINUTES**

Date: May 9, 2012

SUNDERLAND TOWN CLERK'S OFFICE

Received for Record

Date: *MAY 14, 2012* Time: *1:00 PM*

Attest: *Rose M. Kough*

Board Members Present: Roy Johnson, Peter Luca, Edward Toth

Others Present: Chris Wilcox, Howard Wilcox

Mr. Johnson called the meeting to order at 7:00 PM.

Minutes of April 11, 2012

Mr. Luca made the motion and Mr. Toth seconded the motion to accept the above minutes.
Motion carried.

New Business

Wilcox Ice Cream

Howard and Chris Wilcox appeared before the Planning Board regarding their request to be able to scoop ice cream for customers at their office building location at 6354 Route 7A in the Town of Sunderland. They would like to have members of their family scoop ice cream outside their office building for the summer months. They would like to propose their purchase of a small outbuilding, which could be placed on a diagonal to the left front of the present structure. The building would not be a permanent structure and would be taken away in the winter. They would like to put up a couple of picnic tables and colorful chairs on the lawn. During the off-season they would like to have an ice cream cart inside the building to continue to be able to offer ice cream cones to visitors.

The Wilcox family has contacted Greg Lockwood, the Vermont Health Inspector, for state approval and after discussion regarding the above the Planning Board members stated it would be necessary to submit a formal application together with a site plan and apply for a change of use permit. A public hearing would then have to be scheduled regarding this matter. The Board suggested that the Wilcox family request from the Sunderland Town Clerk a copy of the Town of Sunderland Bylaws to make them aware of all bylaw requirements.

The Wilcox family will notify all adjacent property owners and the Board will warn a public meeting to be scheduled for the next Planning Board meeting on Wednesday, June 13th.

(May 9, 2012 minutes cont.)

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Zoning Administrator Position

Mr. Luca recommended and made the motion that Ed Bove be appointed as Zoning Administrator with his term beginning May 25th and Mr. Toth seconded the motion Motion carried. Mr. Johnson will draft a letter to the Sunderland Selectboard advising them of this recommendation. Upon approval by the Selectboard, Mr. Toth will draft a letter of regret to the other applicants for this position.

With no further business before the Planning Board, Mr. Luca made the motion and Mr. Toth seconded the motion to adjourn the meeting at 8:00 PM. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kay H. Kwasniewski".

Kay H. Kwasniewski
Secretary to Planning Board