

**Pittsford Planning Commission**  
**Meeting Minutes - DRAFT**  
**February 26, 2026**

**Board Members Present:** Kevin Blow, Chuck Charbonneau, Rick Conway, Robb Spensley, Nancy Gaudreau, Donna Wilson, Mike Norris

**Others Present:** Ann Reed

**Meeting - Call to order**

The meeting was called to order at 7:00 by Kevin Blow – Chair.

**Approval of Meeting Agenda**

A motion was made by Donna Wilson and seconded by Rick Conway to approve the meeting agenda. The motion passed unanimously.

**Approval of Minutes**

The minutes of January 22, 2026 were unanimously approved after a motion by Donna Wilson and a second by Rick Conway to approve the minutes.

**Public Comments**

None at this time.

**Planning Commission Member Comments:**

Non at this time.

**Old Business**

**Enhanced Energy Plan Update:**

Ann Reed discussed the revisions she had made to the Enhanced Energy Plan. She looked at several town's EEPs before drafting this version, editing Jeremy Gildrian's version. Rick Conway spoke to the fact that the Planning Commission was following the direction of Jeremy Gildrian on this original version. Rick Conway stated he thought Ann's version was a good compromise. The selectboard was given a copy of this newer version of the EEP and will report back at their March 4, 2026 meeting with anything they see needs to be adjusted more.

**Zoning Regulations Update:**

Ann went over the concerns of the selectboard, which were typed up and presented. The selectboard's concerns were to have the setbacks the same for the Connex containers as they are for sheds. They also wanted the affordable housing definition double checked to make sure it does not have more than statutorily necessary in it.

As far as Ann can tell, the affordable housing definition is State Statute and not more. Chuck Charbonneau expressed that he does not feel that Connex containers are a structure, as they are mobile. Donna Wilson discussed the truck box at the corner of Route 3 and Gorham Bridge Road. Chuck Charbonneau pointed out that was a truck bed that was registered. Chuck Charbonneau urged planning commission members to vote whatever way they wanted. Rick Conway stated he felt like there was precedence here and he was not sure that the selectboard was aware of that history. Rick Conway also

pointed out that this will not apply to those already in existence. Rick Conway also pointed out that unless everything is surveyed, no one is going to know for sure if the Connex containers are ten feet away from the property line. He further discussed the zero setbacks in Brandon and the advantages of no setbacks. Rick Conway also mentioned that Jeff Biasuzzi was the one that brought these up initially. Donna Wilson stated she has brought them up as a lister for the Town. Chuck Charbonneau asked what the legal definition of a Connex container is. Robb Spensley asked if Gary Kupferer has been consulted about the Connex containers. There was a motion by Robb Spensley to change Connex container setbacks to the same as sheds after consultation and approval by the Town attorney. This motion was seconded by Donna Wilson. Rick Conway pointed out that if someone gets a container for moving, they will need to get a permit going forward. Those already in existence will be grandfathered. Motion was approved unanimously.

There was discussion on tentative next steps for the Zoning Regulations. There will be a Planning Commission hearing on March 26, 2026 at 7:00 on the new zoning regulations, pending the approval of Gary Kupferer. April 1, 2026 the selectboard can hold their hearing, then ratify the new zoning regulations as of April 2, 2026.

### **Tier 3 and the Road Rule Discussion:**

Ann Reed did a brief overview of the changes that are happening in legislature for the Tier 3 and Road Rule. There are still changes happening with this, to hopefully push back deadlines.

Rick Conway discussed how zoning will help with economic development.

### **Outback Acres Information:**

Ann Reed let the planning commission members know that the forwarded email for Outback Acres solar project was a change of lawyers only so far. She did have community members reach out to her, then to the Masseroni family looking for an update. This seems to be the only update that anyone is aware of.

### **New Business:**

#### **Zoning Board of Adjustment Updates:**

Gary Kupferer is suggesting to the selectboard to turn the Zoning Board of Adjustment into a five member board with two alternates so that there is an easier time getting a quorum for the meetings. It has been a struggle recently to get enough for a quorum.

#### **Ernie Racette – ZBA Candidate:**

Ann heard back from enough Planning Commission members to know that the Planning Commission is in favor of this candidate and will move forward with the nomination at the selectboard's next meeting.

There was a motion by Chuck Charbonneau and seconded by Donna Wilso to send the following recommendation to the selectboard: Zoning Board of Adjustment Members:

Charlie Simpson – alternate  
Nicholas Michael – alternate  
Rick Conway  
Jim LaCoille  
Stanley Markowski  
Ernie Racette  
Eddie Keith, Jr.

This motion passed unanimously.

### **Next Meeting**

The next meeting will be held March 26, 2026 at 7:00pm, with a hearing on the Zoning Regulations.

### **Executive Session**

Chuck Charbonneau made the motion to go into executive session in accordance with 1 V.S.A. § 313(a), where premature general public knowledge would clearly place the Municipality or person involved at a

substantial disadvantage to discuss the appointment, employment, or evaluation of a public officer or employee, provided that a public body must make the final hiring or appointment decision, and explain its reasons for the decision, in open meeting. 1 V.S.A. §313(a)(3) to include the Town Manager. This motion was seconded by Robb Spensley and passed unanimously.

The Planning Commission exited executive session at 8:27pm.

There was a motion by Donna Wilson and seconded by Rick Conway to recommend Ann Reed as interim zoning administrator to the selectboard. This motion was passed unanimously.

There was a motion by Chuck Charbonneau and seconded by Kevin Blow to have Ann Reed ask the selectboard for the planning commission budget back for legal counsel. This motion passed unanimously.

### **Adjournment**

A motion was made by Donna Wilson and seconded by Rick Conway to adjourn the meeting at 8:28PM.  
**The motion passed unanimously.**

Respectfully submitted,

Ann Reed  
Recording Secretary

Approved by,

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The Pittsford Planning Commission