



Project Review Committee Meeting Minutes

Tuesday, September 2, 2025 at 3:00 PM
via Zoom

Members present: Stephan Chait (Interim Chair), Bob Bois, Art Dufresne, Eric Stevens, Pete Silverberg

Guests present: Tyler Wren (Wrengade Rentals, applicant)

Staff present: Alyssa Sabetto

Called to order at 3:00pm with a quorum present and chaired by Stephan Chait.

1. **Introductions.**

Called to order by Stephan at 3:00pm, the interim Chair for this meeting. Ordinary Chair, Jim Pinkerton, was not able to attend. Welcome to new member Peter Silverberg.

2. **Minutes**

Minutes of July 2025 meeting were approved with no changes on a motion from Bob and a second from Pete. Approved by all.

3. **The 2025 Windham Regional Plan is officially now in effect.**

Stephan and Alyssa shared that the plan has been approved is available online: <http://plan.windhamregional.org>. The new Plan is now in effect for all Committee comments.

4. **Wrengade Rentals – Jamaica – 2W0265-2**

Address: 4769 Pikes Falls Road

Land Use District: Productive Rural

Potential Policies (pages 12-51): Cultural Resources 7, Recreational policy 15,

Background: This project is generally described as the construction of three (3) seasonal cabin campsites, underground power, gravel driveway/parking areas, and an access path to the adjacent cemetery. There was a former proposal for a single-family residence but buffer requirements did not allow for installation of a septic system. There was an Act 250 hearing held on August 13th that Alyssa attended. The Town does oppose the project and submitted a comment letter to that affect. The Town does not have zoning. Alyssa raised some questions at the hearing to learn more about the project, but shared that a formal comment would come from the Committee following this meeting.

Alyssa expressed that regional significance is questionable in this instance and is the Committee's decision. The issues for the Committee's awareness are: access to a historic cemetery traverses the property and the project is adjacent to a publicly accessed waterfall swimming area known as Pikes Falls. Local concerns expressed by the town in relation to the Falls focus on: safety, sanitation, trash left behind, erosion and parking concerns. The Falls get a lot of vehicular and foot traffic, but is not set up with any public facilities to support visitors. The Town has right of way to access the cemetery.

The Wrenegade property next door to the Falls, where the project is proposed, contains a class II wetland and a vernal pool. Permit conditions asked for by ANR are: (1) revegetation of the 50' wetland buffer to be completed by 11/1/2025 and (2) no earth work between April 1-May 15th any given year.

Bob asked if the applicant had considered options other than porta potty for the toilet facilities. The applicant, Tyler, said that the concerns raised by the town related to the porta potty are speculative, and that the porta potty is allowed within the state rules. The Town Plan calls for protection of the resource that is Pikes Falls; he feels that the project is nearby to an existing town concern, but is not contributing to that concern and does not see conflict with either the Town Plan or Regional Plan.

Stephan reminded the group that the review of the project is not meant to deal with the Town's concerns and that the Committee needs to decide if the project is regionally significant; it is three camp sites on 1.2 acres. Pete said the scale of the project is not regionally significant and does not impact anything on a regional basis. Eric does not see any regional significance. Bob agreed with the others that there is no regional significance; he asked about impacts to the historic cemetery. The applicant said that there is a 50' buffer requirement for the historic cemetery and that buffer was approved by the State Historic Preservation Office and will be preserved. Bob said that while the project may not be regionally significant, finding an alternative to the porta potty is advisable. Art agreed that the project is not regionally significant and suggested the applicant consider a composting toilet over a porta potty; a composting toilet would need a building to house it.

Stephan suggested that the Committee not get into the planning of the project. He asked Alyssa about compliance with Regional Plan policies. Alyssa brought up Cultural Resources policy 7 being potentially impacted, depending on how the Committee interprets the impact of the project on surrounding resources. Stephan summarized the Committee's discussion that there is a detail question regarding what toilet works best for the project, but that the Committee doesn't believe the project is regionally significant. Bob suggested that the comment letter say the project is not regionally significant but suggest that a composting toilet be considered versus a porta potty for the benefit of the project. Bob said a porta potty does not seem consistent with the aesthetic of the project. Pete brought up that the porta potty may become a public amenity and could become a problem for the applicant. Tyler replied that the porta potty would have regular maintenance and could be locked. Eric said that composting toilets do need regular use to be effective. Stephan suggested that the letter say that the project is not regionally significant and does not conflict with the Regional Plan, and include a suggestion for consideration of alternatives to porta potty. Pete seconded Stephan's proposal and all approved.

ACTION: Committee determined the project is not regionally significant and approved a comment letter. Alyssa will write and file the comment letter.

5. Recent Decisions and Updates

- Remanded permit for Putney Rowing Club – Dummerston – 2W0317-6 – issued 8/18/25
- Undersized culvert removal at the Hermitage Members Club – Wilmington - 700002-30C – issued 8/6/25
- Landmark Trust short term rental on property – Dummerston – 2W0929-3 – issued 7/15/25
- Vernon Advent Christian Home alterations – Vernon – 700013-3 – issued 7/7/25

6. Next meeting

The next regularly scheduled meeting is Tuesday, October 7th.

7. Adjourned at 3:45.

Respectfully Submitted, Alyssa Sabetto, Senior Planner