

**REGULAR PLANNING COMMISSION MEETING  
SELECTMEN'S HALL – 96 MAIN STREET – THIRD FLOOR  
WEDNESDAY, 4 April , 2018 @ 7:00 PM**

Planning Commission meetings are open to the public. Regular Commission meetings are scheduled for the first Wednesday of each calendar month, starting at 7:00 p.m. Anyone wishing to address the Planning Commission on a specific matter is requested to make arrangements to appear on the agenda with either the Chair of the Planning Commission, Walter Wallace, or the Town Administrative Officer before close of business (4:30 p.m.) the Friday preceding each meeting.

1. **Call regular meeting to order:** The Chair called the meeting to order at 7:02 PM.
  - a. Pledge of Allegiance. The Chair invited those present to join him in the pledge of allegiance.
  - b. Roll Call of Commissioners: Members present were: Chair Walter Wallace, Walter Clark, Char Osterlund, Judith Stern, Chuck Gregory, Michael Knoras, and Richard Fillion. Nonvoting members present: Walter Martone, Nathan Wardwell, and Michael Martin. Also present were: Allison Hopkins, SWCRPC; Hal Wilkins, Interim AO; and visitors George McNaughton and Randy Gray, representing the Trails, Greenways, Byways, and Rural Economy Advisory Committee (TGBC)

2. **Requests for additions to this agenda:**

None

3. **Announcements**

Chair Wallace noted that the recently-hired Zoning Administrator (Renee Vondle) will begin her work this Friday and will be formally welcomed at the May meeting of the Commission.

At the 2 May meeting, the Planning Commission may also welcome new member(s), as the Selectboard is in the process of interviewing candidates and might appoint them at the next meeting...

4. **Review Planning Commission Meeting Minutes** of Wednesday, 14 March 2018. The Motion by Walter Clark to approve / accept the minutes as presented was seconded by Michael Kouras. There was no discussion and the Minutes were unanimously approved.

5. **Town Administrator's Report**

A brief summary of permitting, enforcement, and related activities during March was presented to the Planning Commission.

6. **Mineral Street Project**

TGBC Advisory Committee Chair McNaughton presented the Planning Commission with background on the project, history of the site and of the mission of the TGBC, etc. He stated that his purpose in coming before the Planning Commission was to "seek information and input from the Commission" regarding the project. The PC discussed matters relating to conformance with the Town Plan, the linking of town trails, the required site work and phasing. Chair Wallace asked the PC for its position regarding matters specific to this project on the Black River, conformance, etc.

A Motion was made by Chuck Gregory and seconded by Michael Knoras to recommend that the Trails, Greenways, Byways, and Rural Economy Commission (TGBERC) continue to pursue further study of this option for the trails network. The PC discussed the town's ability (financially) to move ahead with this project, the need to prioritize town projects, etc. Mike Knoras suggested referring to the site as an "observation site" or "rest spot" rather than as a "pocket park." The PC the voted unanimously to approve the Motion.

The PC and TGBC then discussed Section 3.5, following a question by Richard Filion regarding the definition of "heavy cutting" and the need to clarify acceptable forestry activities. The PC agreed to remove the term "heavy" from this section of the Bylaw and the zoning office will provide the PC and TGBERC with information specific to standards for allowable cutting, sustainable forestry practices, etc. that would be appropriate in Springfield. This topic will be placed on the agenda for the May meeting

Michael Martin presented the PC with background information and a proposed definition for "makerspaces" as relating to the zoning bylaws and allowable uses in different districts. PC Chair Wallace noted the historical continuum between Springfield's industrial heritage ("*Progress through Precision*") and the support that makerspaces could provide for a new generation of entrepreneurs. PC member Mike Knoras noted the need to establish a reasonable time limit and other possible restrictions on participation in a makerspace program. Mike Martin remarked that an industrial incubator not be suitable for a General Business District Mr. McNaughton suggested that a makerspace be permitted under a Conditional Use. Michael Martin will forward his definition and other information to the zoning office for distribution to PC members

#### **7. Zoning Bylaw Review (ARTICLES 3 and 4)**

SWCRPC Senior Planner Allison Hopkins reviewed her recommendations for minor changes to several sections of ARTICLE 3 of the bylaws...and these were accepted by consensus by the Planning Commission.

The Commission began its consideration of ARTICLE 4 and Allison review several recommended changes. A Motion was made by Chuck Gregory and seconded by Walter Clark to accept the recommended changes in Section 4.19. (*Streams and Surface Waters*) by the TGBREC Committee Discussion was led by Michael Martin to be more specific with the language and to assist the DRB in its review, The PC then voted unanimously to approve the Motion.

Table 2.16 Riverfront Protection Overlay District and the TGBREC's proposed modifications were discussed. suggested several modifications. A Motion was made by Michael Knoras and seconded by Richard Filion to accept Table 2.16, with the proposed modifications. Passed, with Char Osterlund abstaining.

#### **8. Identify Agenda Items for the May Meeting**

Chair Wallace noted that the May meeting will concentrate on Zoning Bylaw ARTICLES 5 and 6, but that the PC will also have to consider several administrative / organizational tasks: election of officers, possible meeting with new PC members, review of the rules, etc.

The Commission then returned to a discussion of the Buffer Zone matters. Planning Commission members will provide comments / recommendations on Section 5.6, as this will involve participation by the DRB. A brief discussion regarding whether a joint PC/ZBA meeting should be held – but no action was taken.

A Motion was made by Chuck Gregory to meet at 6:30 PM on 2 May; this was seconded by Michael Knoras and passed unanimously by the PC.

9. At 9:25 PM a Motion to Adjourn was made by Michael Martin, seconded by Michael Knoras, and was unanimously approved by the Planning Commission.