



PLANNING COMMISSION MEETING
Thursday, August 8, 2019

Approved Minutes

Present: Joe Wilson (presiding), Chuck Gregory, Char Osterlund, Judith Stern, Jesse Webster, one vacancy
Absent: Jenn Gehly, Michael Martin (ex-officio), Walter Martone (ex-officio)
Also present: Renee Vondle/Town Planner, Steven Osterlund, Hallie Whitcomb, Melissa MacKenzie, Peter MacGillivray

1. **Call to Order:** Chair Wilson called the meeting to order at 6:30 p.m.
2. **Roll call:** It was determined there was a quorum with five members present.
3. **Public Hearing / Energy Chapter amendment to the Town Plan**
There was no discussion from the commission or members of the public. Chair, Joe Wilson closed the hearing.

Chuck Gregory moved to approve the Energy Chapter amendment and to send it to the Selectboard. Char Osterlund seconded. Motion passed 5-0.

4. **Requests by commissioners for additions to agenda:**
Chair Wilson requested the Municipal Planning Grant be placed under New Business.
5. **Announcements:**
There were no announcements.
6. **Approve Minutes of July 22, 2019 – Chuck Gregory moved to approve the minutes of July 22, 2019 as presented. Char Osterlund seconded. Motion passed 5-0.**
7. **Public Comments:**
There were no public comments.
8. **Town Planner's Report:**
Ms. Vondle reported on the previous month's zoning activity.
9. **Old Business:**
There was no old business.
10. **New Business –**
 - A. **Municipal Planning Grant (discussion)**
Town Planner, Renee Vondle informed the Commission that the State Municipal Planning Grant deadline date is October 1, 2019. She stated that the SWCRPC will be writing the grant and both the PC and Selectboard will need to sign off on a resolution form before the end of September. A draft project scope and budget will need to go to the Selectboard for review so that they are aware of any local match requirements. Ms. Vondle stated that the PC needs to

discuss and decide on what zoning changes we want to work on in Phase II of the rewrite. She noted that this year the state funding priorities will be: bylaw standards for new stormwater infrastructure and waterway resilience; walkable center bylaw amendments to increase allowable housing types, floor areas, density and reducing non-conformities, parking requirements, building setbacks, lot sizes and travel lane widths as well as bylaws for historic preservation.

Ms. Vondle stated that the SWCRPC needs to get a sense of where the PC wants to focus our efforts and consider how much time each item will take. The SWCRPC will then finalize the grant and create a budget to be presented at the September meeting. Once the PC signs the resolution form, the SWCRPC will forward it to the Selectboard for consideration at their September 9, 2019 meeting.

After discussion, the PC agreed that the top priorities for the Phase II Zoning Bylaw rewrite should be Signs, Subdivision, Flood Hazard, Stormwater and parking with the understanding that the degree of effort would be most concentrated on Stormwater and Signs.

The current zoning bylaws do not have a section for Stormwater and are very important for the protection of our infrastructure. The PC felt that this new section would take a greater degree of time.

Recently, the community has shown interest in participating in a Sign bylaw rewrite. The PC anticipates that this will take a good amount of time to rewrite as well.

Rather than a complete rewrite, the Subdivision bylaw section would focus on simplifying the steps in the hearing process. As recommended by the SWCRPC, the Flood Hazard bylaw rewrite would focus more on requirements and procedures with forms and guidance for both the applicant and DRB.

Previously, the PC and the DRB have agreed that there is a need for review of the parking bylaws. The PC does not think that it will take a lot of time to revise the parking standards.

11. Identify agenda items for September 4, 2019 meeting

- A.** Municipal Planning Grant (sign Resolution form)
- B.** TGBRE – Discussion
- C.** Set date for joint meeting with DRB.

12. Adjournment

Respectfully submitted,

**Renee L. Vondle
Recording Secretary/Town Planner**