

## Planning Commission Meeting

### Meeting Minutes

May 17, 2016

Commission Members: Sue Kavanagh, Kris Perlee, Bill Brown, John Elder, Bill Sayre

Other: Eric Forand (Zoning Administrator), Mary Arbuckle (NEATtv)

Public: Chris and Melanie Acker, Anna Daylor

Planning Commission Meeting opened at 7:00pm

#### Administrative Matters:

Sue discussed the proposed PC meeting/work time line as a reminder to PC members. John informed the Commission that parties interested in the Performance Standards section pertaining to noise will be attending the June 7<sup>th</sup> meeting to offer input.

John gave an update on the Stoney Hill Master Plan effort. The working group had their second meeting with Green Mountain Engineering to see the 30% plan (as specified and supported by the VT planning grant). The working group liked the campus style plan that Green Mountain Engineering (GME) and Milford Cushman have proposed. GME will now start to run cost estimates.

#### Preliminary informal review of Planned Residential Development (PRD):

Chris Acker joined the Commission to discuss a possible PRD for his property on the corner of Liberty and West St. He is proposing adding two duplexes to the property to make the total residential units be 5. This property currently has an existing structure which contains commercial space and a 1 bedroom apartment. The two new duplexes are one level and can be made handicap accessible. Each duplex unit will have two bedrooms. The units are prefabricated houses that are currently at Middlebury College and will be put on a slab when they arrive. Bill B asked about fire truck access. Eric stated that the final application would include a sign off from the Fire Chief. The Commission felt the proposed project adhered to the Town Plan of increased density in the village.

#### Annual Organizational Meeting:

John nominated Sue for Chairperson, seconded by Bill B. All were in favor (5-0).

Kris nominated John for Vice Chair, seconded by Bill B. All were in favor (5-0).

Town's Conflict of interest policy was handed out.

Planning Commission Policy and Procedure was handed out. No revisions were made.

Approval of Minutes:

John made a motion, seconded by Bill to approve as presented the April 19, 2016 Planning Commission minutes. All were in favor (5-0).

Sue made a motion, seconded by Kris to approve as presented the May 3, 2016 Planning Commission minutes. All were in favor (5-0).

Review of proposed revisions to zoning regulations and By-laws:

Sue reviewed the discussions from the May 3<sup>rd</sup> PC meeting, after which Sue delivered feedback on the draft preface and Article III (re Site Plan Review) to Adam Lougee. Sue reviewed the draft preface provided by Adam. Kris felt it was too wordy, John agreed it could be amended to be simpler to read. Sue asked members to provide feedback directly to Adam so he can process it for the next meeting. The Commission then reviewed the proposed revisions to Article V that Adam Lougee offered, based on input from several PC members and Eric Forand as zoning administrator.

Section 503 – protection of home occupation. Bill B. asked if language about needing a zoning permit could be moved to beginning of section. John proposed language that he will forward to Adam. Eric asked if given the new shorter definition of home occupation should there be more parameters around what is permitted and what is not outlined here.

Section 523 Kris requested that language about hooking up campers to sewer be removed.

The Commission discussed 527, John will provide draft language directly to Adam.

The Commission discussed combining 535 and 536, Kris will draft language and send to Adam.

The Commission agrees 528 and 529 should be combined to a Planned Unit Development (PUD) which would bring it in line with State statute. They also agreed that the 50ft and 80ft setback requirements should be removed. The Commission finished its review of Article V revisions and Sue will convey all input to Adam Lougee in order to create a new updated draft for review at the next meeting.

June 7<sup>th</sup> meeting will be a Design Review Committee recommendation and an amendment to a Planned Residential Development application.

Kris made a motion to adjourn, seconded by John. All were in favor (5-0). Meeting Adjourned 9:30pm

Respectfully Submitted:

*Eric J Forand*