

UNDERHILL PLANNING COMMISSION
March 20, 2013, 6:30 PM
Minutes

PC Members Present: Chair Trevor Squirrell, Jerry Adams, Pat Lamphere, Irene Linde, Cynthia Seybolt

Staff Present: Planning & Zoning Administrator Kari Papelbon

Guests: Consultant Sharon Murray, Front Porch Community Planning & Design; residents Peter Duval and Clifford Peterson

6:35 PM: Call to order

6:37 PM: Election of officers/Rules of Procedure

Postponed until 4/3 meeting to allow more PC members to participate.

6:38 PM: Minutes

Irene made a motion, seconded by Pat, to approve the Minutes of the February 20 and March 6, 2013 meetings as written. The motion was passed by all PC Members present.

6:43 PM: Redistricting follow-up/Municipal Planning Grant close-out

Work and all invoices must be completed by 5/17/13. Project reports are due to DEHCD by 6/17/13. Kari and Sharon will meet these deadlines. Sharon generously offered to volunteer some additional time to assist with next steps if PC wishes.

Sharon explains that she was encouraged by the voting results for the redistricting proposal. Redistricting proposals often do not pass the first time and it is worth moving forward with the project. Sharon also notes that there is never enough grant funding to do outreach, but in hindsight more could have been done. Kari provided a hand-out with potential resources.

Discussion ensued about ways to engage and solicit input from residents, and better inform them about intent and effects of proposed redistricting. Suggestions included:

- A survey, both paper and online
- Providing info at the Underhill 250 celebration – village history, development patterns, past work, displays/open house with visuals/story-oriented info

- Visioning sessions/charrettes
- Village Planning/Density Visualization game by Julie Campoli
- Invite Selectboard to a PC meeting
- Build-out analysis with CCRPC

Pat asked if there was another way to legitimize existing small lots without changing density. Sharon stated that a goal of planning and zoning is to make the nonconformities “go away.” Waivers and variances get at some of the issues, but they always involve a hearing and Development Review Board approval. Also, there is no categorical grandfather provision in statute – all parcels must be treated the same. One option could be to expand the waiver provision, but waivers still require a hearing.

Jerry expressed concern that quarter-acre lots are too small, especially on Jacobs Hill. Sharon stated that such did trigger comments, but that the land does have a high water table and soils for septic are not great on that land. She also stressed that Phil could create ¼-acre lots on the property now through the PUD provisions in the regulations. Discussion ensued. Sharon agreed that making connections is important, especially with regard to transportation and senior housing. It was agreed to discuss this further at the 4/3 meeting, and perhaps to do a build-out analysis for Jacobs land.

On a suggestion from Trevor, it was agreed to make the next meeting a work session to establish work plan.

7:22 PM: Future projects

Suggestions included:

- Redistricting
- Visioning (resident preferences)
- Jacobs property Master Plan/charrette
- Town Plan update (due 2015)
- Fluvial Erosion Hazard overlay maps
- Creating a priority work plan

7:35 PM: Updates from Kari

PC has been asked to become involved with 250 celebration plans, and needs to determine best way to do that.

The CCRPC Sidewalk grant application is due soon, so determination of surface preference must be made at 4/3 meeting. Kari will ask about Williston

experience with asphalt, and members are encouraged to gather any information they can on this subject.

CIP must be updated by 7/1/13. Kari will ask committee/department heads for requests.

Kari provided information about several spring events that relate to PC interests and encouraged attendance.

7:48 PM: Public comment

Peter Duval commented that he believes there are insufficient written reports regarding PC decisions on the redistricting proposal, and said he is surprised that PC is continuing to pursue the proposal since it was voted down at Town Meeting.

7:53 PM: Other Business

The next meeting will be April 3, 2013.

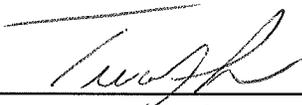
Cynthia will be out April 3. Kari will be out April 12-19 or 22. Pat will be out April 8-18. There will probably be no meeting April 17.

7:56 PM: Pat made a motion, seconded by Irene, to adjourn. The motion was passed by all PC Members present.

Cynthia Seybolt, Clerk

These minutes of the 3/20/13 meeting were accepted

This 3rd day of April, 2013



Trevor Squirrell, Chair

These minutes are subject to correction by the Underhill Planning Commission. Changes, if any, will be recorded in the minutes of the meeting of the PC.

