

UNDERHILL PLANNING COMMISSION

April 3, 2013, 6:30 PM

Minutes

PC Members Present: Chair Trevor Squirrell, Pat Lamphere, Dick Albertini, David Edson, Jerry Adams, Carolyn Gregson

Staff Present: Planning & Zoning Administrator Kari Papelbon

Guests: Selectboard Member Dave Rogers; Christina Roy and Audrey Owen; Phil Jacobs; Peter Duval

6:31 PM: Call to order

Selectboard Member Dave Rogers introduced himself and had a brief conversation with the Planning Commission regarding his background and interest in planning. Chair Trevor Squirrell invites the Selectboard to be more involved in the Planning Commission's work.

6:34 PM: Presentation by Christina Roy and Audrey Owen

ZA/PA Kari Papelbon provided a brief introduction and explained that the current regulations do not allow kennels in the Underhill Flats Village Center district. Christina and Audrey would like to use the old Flour Shop building on VT Rte. 15 for a kennel and would like the PC to consider amending the regulations to allow for such.

Christina and Audrey explained that they both work at Pet Food Warehouse, Audrey has a degree in Animal Science, and Christina is originally from Underhill. They have spoken to the landowners (Maheux) and neighbors regarding their desire to open a kennel. Noise was a concern that was discussed, both historically and in present context. Christina and Audrey explained more details of their business, which would not include overnight boarding. Similar kennel businesses in other towns were discussed in terms of concerns and operations.

The PC explained the process they must follow to amend the regulations. It was suggested that the PC visit other similar operations before they make a decision on whether to amend the regulations.

Christina, Audrey, and the PC thanked each other for discussing the matter.

6:50 PM: Christina and Audrey Depart.

Phil Jacobs – Discussion of Master/Future Planning on HR016

ZA/PA Papelbon explained that the DRB had determined that the next application for subdivision at HR016, not including the application in progress, would need to include a master plan for the remaining property. Phil provided a history of development and planning on the property:

- 2004 – 1 lot subdivision on Harvest Run, PC requested master plan for property
- 2006 – O’Leary-Burke prepared conceptual build-out plans, which were presented to the PC; letter dated 9/25/06 from PC indicated the regulations would need revision to allow for such a plan; plan included 40 single-family residential units, but additional septic capacity was found.
- Public charrettes were conducted resulting in a different conceptual plan for both HR016 and the Villeneuve “Saw Mill” property.

The PC recalled that their request for a master plan was due, in part, to septic concerns and issues with landowners in the area having to construct mound systems after-the-fact. Discussion continued. ZA/PA Papelbon explained that the PC does not review, approve, or endorse master plans, but the conversation was scheduled to aid Phil in meeting the goals of the Town Plan and to have an open discussion for future development in the area. The PC offered to attend the DRB hearing for the next application to provide a historical context of previous planning discussions.

7:45 PM: Phil departs.

Underhill 250 Celebration

ZA/PA Papelbon discusses options for PC participation in the 250 Celebration scheduled for June 8. These included:

- History and maps as suggested by Sharon Murray at the last meeting
- The tabletop density visualization game created by Julie Campoli
- The web-based density visualization game on the Lincoln Institute of Land Policy

The PC asked ZA/PA Papelbon to inquire about the tabletop density visualization game.

7:54 PM: Future Projects/Hyde Park Summary

ZA/PA Papelbon provided a brief summary of the Hyde Park Visioning and Placemaking workshops. The Project for Public Spaces led a 2-day workshop and walking audit to obtain public input on assets, opportunities, and weaknesses of

the general Hyde Park village area. These comments will subsequently be used to create a report and update the local regulations.

8:00 PM: Underhill Flats Sidewalk Project

ZA/PA Papelbon mentioned that the deadline for submitting an application for the CCRPC Sidewalk Grant is April 19. This is not the only grant option. Discussion of the CCRPC Sidewalk Grant ensued. Dick made a motion, seconded by Carolyn, for ZA/PA Papelbon to pursue the grant. Maintenance was discussed. ZA/PA Papelbon mentioned that she requested information from Stowe, Jericho, and Williston. Williston was the only response received to date, but did not include all information requested with regard to maintenance of asphalt sidewalks. Following the maintenance discussion, the motion was passed by all PC Members present.

Discussion of the project list continued. Chair Squirrell stated that the PC should prioritize and clean up the list at their next meeting.

7:48 PM: Public comment

Peter Duval commented that he believes the PC is “putting the cart before the horse” with regard to the sidewalk project. He feels there should be a town-wide study first and mentioned that people do not walk on VT Rte. 15 – they walk in the woods on trails. He then stated that he felt it was disappointing that that PC recommended an asphalt sidewalk to the Selectboard when the local residents stated a preference for concrete. Peter continued to say that it is important to ensure the sidewalk does not look like the road, that asphalt is a poor choice, and recommended not approving the sidewalks as he doubts they will serve the public as well as other less expensive options.

8:18 PM: Election of officers/Rules of Procedure

Chair Squirrell asked ZA/PA Papelbon to email the PC with the current Rules of Procedure again. Discussion of potential officers ensued. Dick made a motion, seconded by Carolyn, nominating and electing Trevor Squirrell as Chair. The motion was passed by all PC Members present. Pat made a motion, seconded by Jerry, nominating and electing Dick as Vice Chair. The motion was passed by all PC Members present. Nominations and election of a Clerk was postponed to allow input from the current Clerk (Cynthia Seybolt) and absent PC Member (Irene Linde). Review of the Rules of Procedure was also postponed to allow all PC Members time to review.

8:20 PM: Minutes

Jerry made a motion, seconded by Pat, to approve the March 20, 2013 minutes as written. The motion was passed by all PC Members present.

No meeting April 17. Next meeting: May 1, 2013.

8:21 PM: Dick made a motion, seconded by Pat, to adjourn. The motion was passed by all PC Members present.

These minutes of the 4/3/13 meeting were accepted

This 1st day of May, 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.