

# UNDERHILL PLANNING COMMISSION

Thursday, December 19, 2019 @ 6:00 PM

## Minutes

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### Attendance

#### **Planning Commissioners:**

Commissioner Johnathan Drew, Chair  
Commissioner Lamphere  
Commissioner John “Kail” Romanoff  
Commissioner Val Stori  
Commissioner Brian Tijan  
Commissioner Lea Van Winkle

#### **Staff/Municipal Representatives:**

Andrew Strniste, Planning Director

#### **Others Present:**

None

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[6:05] Chair J. Drew called the meeting to order. No general public was in attendance to provide public comment. No items were added to the agenda.

### AGENDA ITEM: UPDATES REGARDING ACTIONS ITEMS

[6:05] The Planning Commission and Staff Member Strniste reviewed the action items that were assigned at the end of the previous Planning Commission meeting (which can be found at the end of the December 12, 2019 minutes) and provided updates about each task assigned as applicable. Staff Member Strniste informed the Commission that he set up the DropBox folder for allowing Commissioners to download the chapters, as well as to provide comments.

### AGENDA ITEM: 2020 TOWN PLAN –FORMATTING, PICTURES, ETC.; REVIEW INFRASTRUCTURE GOALS, POLICIES & STRATEGIES

[6:23] Staff Member Strniste then advised that he would solicit Underhill-related pictures from residents on Front Porch Forum.

[6:15] The Commission reviewed the draft goals, policies and strategies relating to infrastructure.

### AGENDA ITEM: APPROVE MINUTES OF PREVIOUS MEETING(S)

[7:57] The draft minutes from the previous meetings will be approved at the next meeting.

[7:35] Commissioner Tijan made a motion to adjourn. The motion was seconded by Commissioner Romanoff and approved unanimously.

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Respectfully Submitted By:  
Andrew Strniste, Planning Director

The minutes of the December 19, 2019 meeting were accepted this \_\_\_ day of \_\_\_\_\_, 2019.

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John Drew, Planning Commission Chair

### **New Action Items**

- Planning Commission* – Review Draft Town Plan Sections When Available.
  - Natural Resources – Commissioners Wilmot & Drew
  - Historic & Cultural Resources – Commissioners Lamphere & Edson
  - Land Use – Commissioners Edson & Wilmot
  - Services – Commissioners Van Winkle & Lamphere
  - Infrastructure – Commissioners Van Winkle & Tijan
  - Transportation – Commissioners Drew & Tijan
  - Housing – Commissioners Romanoff & Stori
  - Economic Development – Commissioners Wilmot & Stori
  - Energy – Commissioners Romanoff & Stori
  - Recreation – Commissioners Drew & Stori
- Staff Member Strniste* – Send Land Use Chapter to Development Review Board
- Staff Member Strniste* – Solicit photographs for the Town Plan via *Front Porch Forum*.
- Staff Member Strniste* – Contact Karen McKnight regarding Natural Resources Chapter.
- Chair Drew* – Meet/communicate with the Underhill Historical Society regarding Historic & Cultural Resources Chapter.
- Commissioners Drew & Van Winkle* – Inquire with contacts about photographs for Town Plan.

### **Old, Incomplete Action Items**

- Staff Member Strniste* – Inquire with Katherine Sonnick about the cost of create the Jericho natural resources plan.
- Staff Member Strniste* – Update Planning Commission Calendar.
- Chair J. Drew* – Obtain Feedback from Conservation Commission Regarding Natural Resources Chapter.

### **Completed Action Items**

- Staff Member Strniste* – Setup DropBox Folder for Planning Commission with clean drafts of Town Plan Chapters.
- Staff Member Strniste* – Make a Draft Energy Chapter with Charters at the end of the chapter for review purposes only.

### **Deadlines**

- December 31, 2019 – Complete Review of All Draft Goals, Policies & Strategies
- January 31, 2020 – Complete Review of Various 2020 Town Plan Draft Chapters
- February 1, 2020 – Disseminate Draft 2020 Town Plan
- March 2020 – Planning Commission Hearings
- April/May 2020 – Selectboard Hearings