

UNDERHILL PLANNING COMMISSION

Thursday, July 23, 2020 @ 6:00 PM
SPECIAL MEETING (HELD REMOTELY)
Minutes

Attendance

Planning Commissioners:

Commissioner Johnathan Drew, Chair*
Commissioner David Edson, Vice Chair*
Commissioner Kail Romanoff, Clerk*
Commissioner Sandy Wilmot*
Commissioner Lea Van Winkle^

Staff/Municipal Representatives:

Andrew Strniste, Planning Director^

Others Present:

Brandy Saxton (PlaceSense)*
Rick Heh, Historical Society*
Susan Thomas, Historical Society*

* This symbol denotes that this party joined via Go-To-Meeting.

^ This symbol denotes that this party joined via phone.

To view the recording of the evening's meeting, visit the Mt. Mansfield Community Television website:

<http://mtmansfieldctv.org>, or at the following link:
<https://archive.org/details/underhillplanning07232020>.

Due to weather conditions, some members of the Planning Commission ended up not being able to attend. A quorum was not established until 6:27 P.M. when Commission Van Winkle joined the meeting by phone. Since a quorum could not be established at the beginning of the meeting, Brandy Saxton (PlaceSense), who is conducting the Town's Housing Needs Assessment, commenced with presenting information to those Planning Commissioners who were in attendance with the understanding that no official business could be conducted since a quorum was not present. Below is a summary of the information presented to the Planning Commission before 6:27 P.M., when the official meeting and recording commenced.

[6:05] Ms. Saxton reviewed the current results of the survey, with about 50 people responding per week after the initial week. Ms. Saxton advised that only 10 or so renters responded to the survey, below the target number. She then review the reasons why people were choosing to and not choosing to purchase in Town. One-hundred percent of the renters informed that they did not have good options to choose from. Ms. Saxton then review the various compromises people provided. The top concerns amongst those who live in Town were development, affordability, major repairs and re-sale. The majority of people desired single-family dwellings on large lots with about two-thirds majority agreeing that the addition of seven single-family dwellings per year is appropriate. However, protection of rural character is more important than housing, though people believe both can happen.

[6:27] Commission Van Winkle joins the meeting via phone. Introductory information of the evening's meeting was provided, specifically, due to the COVID-19 virus pandemic, the meeting was being held in accordance with Vermont State Law remotely. The meeting will be uploaded to the Mt. Mansfield Community Television (<http://mtmansfieldctv.org>). No public was in attendance for the evening's meeting, and therefore, no general public comment was provided.

AGENDA ITEM: UPDATE FROM PLACESENSE REGARDING HOUSING NEEDS ASSESSMENT

[6:27] The Commission inquired as to whether the Commission met the threshold of having a successful response rate, which Ms. Saxton informed that they had passed that threshold. Chair J. Drew will send one more *Front Porch Forum* post regarding the survey. Ms. Saxton informed the Commission that she anticipates a final report for the second meeting in August – August 27, 2020. She then gave an overview of the draft report, which was provided to the Commission prior to the meeting. She then confirmed that they would have the survey and report for Thursday, August 27, 2020.

AGENDA ITEM: RICK HEH – UNDERHILL HISTORICAL SOCIETY

[6:57] Rick Heh and Susan Thomas joined the Commission to discuss the Historical and Cultural Resources Chapter of the Draft 2020 Town Plan. They advised that they were in support of the documented goals and policies; however, had suggestions to provide for the Commission to consider. A conversation ensued about the volunteer program relating to historical structures, specifically regarding the voluntary nature of the program. Mr. Heh and Ms. Thomas recommended removing the term volunteer. Further discussion ensued. Due to technical difficulties, the Commission was unable to see the document during the hearing, and therefore, once the Commission is re-issued the document for review, Mr. Heh and Ms. Thomas will attend a future meeting to discuss further.

AGENDA ITEM: NEW BUSINESS – CAPITAL IMPROVEMENT PROGRAM (CIP) PROCESS

[7:16] Staff Member Strniste advised the Commission of that the CIP process would be commencing soon and provided an overview of what to expect and his view of the Planning Commission’s role in the process.

AGENDA ITEM: NEW BUSINESS – 2020 TOWN PLAN UPDATES

[7:23] Staff Member Strniste provided an update relating to the 2020 Town Plan.

AGENDA ITEM: OLD BUSINESS – APPROVE PREVIOUS MEETING’S MINUTES

[7:26] Commissioner Edson made a motion to approve the minutes of July 2, 2020. The motion was seconded by Commissioner Wilmot and approved unanimously.

[7:26] Commissioner Edson made a motion to adjourn. Commissioner Van Winkle seconded the motion. The motion was approved unanimously.

Respectfully Submitted By:
Andrew Strniste, Planning Director

The minutes of the July 23, 2020 meeting were accepted this ___day of _____, 2020.

John Drew, Planning Commission Chair