

UNDERHILL PLANNING COMMISSION

Thursday, October 8, 2020 @ 6:00 PM

REGULARLY SCHEDULED MEETING (HELD REMOTELY)

Minutes

Attendance

Planning Commissioners:

Commissioner David Edson, Chair*
Commissioner Kail Romanoff, Secretary
Commissioner Patrick Lamphere*
Commissioner Val Stori*
Commissioner Brian Tijan*
Commissioner Lea Van Winkle*
Commissioner Sandy Wilmot*

Staff/Municipal Representatives:

Andrew Strniste, Planning Director*

Others Present:

Mt. Mansfield Community Television*
Brandy Saxton, PlaceSense*

* 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/underhill-planning-10802020>.

[6:04] Vice Chair D. Edson called the meeting to order, and commenced by asking for public comment. No general public was in attendance with the evening's meeting, and therefore, no general public comment was provided. Staff Member Strniste advised that the meeting was being held remotely due to the COVID-19 virus pandemic, and that the meeting was being held in accordance with Vermont State Law remotely. No adjustments to the agenda were made.

AGENDA ITEM: UPDATE FROM PLACESENSE REGARDING HOUSING NEEDS ASSESSMENT

[6:06] Brandy Saxton from PlaceSense was in attendance to provide an overview of the preliminary results and recommends of the housing needs assessment. Questions were asked regarding the analysis of the data. Vice Chair D. Edson then inquired about recommendation #5 within the study, specifically relating to the accessory dwellings. Brandy Saxton provided an overview of the recommendations, as well as the changing law relating to accessory dwellings.

[6:21] Brandy Saxton informed the Commission that the recommendations were broken into three types: regulation-related, infrastructure-related and political action-related. Ms. Saxton then reviewed the 10 recommendations within the report with the Commission. Various topics of discussion ensued:

- Revisiting the dimensional requirements in the village districts;
- Providing more flexibility regarding the types of units while not increasing the intensity of dwelling units;
- Re-examining the frontage and shared driveway requirements
- Underhill's conformance with State policies and laws regarding multi-family dwellings;
- The practical affect of providing additional housing leading to affordable housing;

- Strategies to encourage affordable housing; and
- Potential next steps for Underhill to pursue.

[7:10] The Commission and Ms. Saxton discussed the next steps pertaining to the housing needs assessment. Ms. Saxton will provide one or two more recommendations and then distribute the assessment to the Planning Commission for comments and feedback. Staff Member Strniste provided presentation ideas discussed at the previous Planning Commission meeting. Ms. Saxton will discuss with Staff Member Strniste the specifics regarding the end stages of the study. The Commission thanked Ms. Saxton for her work.

AGENDA ITEM: ACTION ITEM UPDATE

[7:16] The Commission and Staff Member Strniste provide an update regarding the action items.

AGENDA ITEM: OLD BUSINESS – 2020 TOWN PLAN UPDATES

[7:18] Staff Member Strniste informed the Commission, after discussing the issue with Chair J. Drew, that a discussion should be had in regards to moving forward with the public hearings. Commissioner Romanoff suggested soliciting feedback through *Front Porch Forum* to gauge the public’s sentiment about moving forward. Commissioner Stori confirmed that they would proceed with the hearings upon talking to CCRPC regarding social equity and possibility consolidating implementation tasks.

AGENDA ITEM: OLD BUSINESS – PLANNING COMMISSION & SOCIAL EQUITY IN UNDERHILL

[7:28] Commissioner Stori provided the Commission updates relating to potential webinars pertaining to social equity and land use planning.

AGENDA ITEM: APPROVE MINUTES OF PREVIOUS MEETING(S) & QUORUM FOR NEXT MEETING

[7:30] Commissioner Romanoff made a motion to approve the minutes of September 24, 2020. The motion was seconded by Commissioner Stori and approved unanimously.

[7:31] A quorum will be present at the Thursday, October 22, 2020 meeting.

[7:32] Commissioner Tijan made a motion to adjourn the meeting. The motion was seconded by Commissioner Wilmot and approved unanimously.

Respectfully Submitted By:
Andrew Strniste, Planning Director

The minutes of the October 8, 2020 meeting were accepted this ___day of _____, 2020.

David Edson, Planning Commission Vice Chair

New Action Items

- Commission* – Provide comments and feedback to PlaceSense regarding the Housing Needs Assessment once distributed.
- Staff Member Strniste* – Inquired with CCRPC regarding the possibility of consolidating implementation tasks.
- Staff Member Strniste* – Coordinate with PlaceSense about the end stages of the study.

Ongoing Action Items

- Commissioner Stori* – Research potential social equity webinars for the Commission to Attend.
- Commissioners Van Winkle* – Inquire with Chris Poley about joining the Commission in the fall once he has more availability.
- Commissioner Wilmot* – Inquired with CCRPC regarding the development of additional maps.
- Commission Van Winkle* – Contact Mansfield Fiber.
- Commissioners Drew & Van Winkle* – Research Wi-Fi/Internet capabilities within Underhill.
- Commissioners Stori & Wilmot* – Research potential renewable energy preferred sites within Underhill.
- Staff Member Strniste* – Inquire with CCRPC on whether they can look at the draft Town Plan through the lens of social equity.

Old, Incomplete Action Items

- Staff Member Strniste* – Update Planning Commission Calendar.
- Staff Member Strniste* – Make the discussed changes to the Historic and Cultural Resources Chapter and disseminate to the Commission upon completion.

Completed Action Items

- Staff Member Strniste* – Inquired with PlaceSense regarding the status of survey results.
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Deadlines

- *None at the moment.*

Upcoming Agenda Items

- October 22, 2020
 - Underhill Historical Society
 - Review of the Implementation Plan
- November 12, 2020
 - Capital Improvement Program (CIP)
- November 26, 2020 – *Cancelled (Thanksgiving)*
- December 10, 2020
- December 24, 2020 – *Cancelled (Christmas)*