

UNDERHILL PLANNING COMMISSION

Thursday, September 24, 2020 @ 6:00 PM
REGULARLY SCHEDULED MEETING (HELD REMOTELY)

Minutes

Attendance

Planning Commissioners:

Commissioner Johnathan Drew, 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:

Karen McKnight (NRIMC)*
Amy Golodetz (NRIMC)^

* 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-09242020>

[6:09] Chair J. Drew called the meeting to order by providing the introductory information of the evening's meeting. Due to the COVID-19 virus pandemic, the meeting was being held in accordance with Vermont State Law remotely. No general public was in attendance for the evening's meeting, and therefore, no general public comment was provided. No adjustments to the agenda were made.

A AGENDA ITEM: ACTION ITEM UPDATE

[6:10] The Commission and Staff Member Strniste provide an update regarding the action items. Updates were provided about the Capital Improvement Program, as well as Wi-Fi capabilities within the Town of Underhill. Commissioner Tijan informed the Commission of his experience with Mansfield Fiber, and how he was able to convince them to extend the capability to his residence along Westman Road. Commissioner Van Winkle will reach out to the contact at Mansfield Fiber. A brief discussion about renewable energy siting ensued; Commissioner Wilmot will reach out to Chittenden County Regional Planning Commission (CCRPC) regarding the development of additional maps.

AGENDA ITEM: NEW BUSINESS – NATURAL RESOURCES INVENTORY & MAPPING COMMITTEE MUNICIPAL PLANNING GRANT APPLICATION

[6:20] Commissioner Wilmot informed the Commission that the Natural Resources Inventory & Mapping Committee have completed and ready to submit a Municipal Planning Grant application. Commissioners Wilmot and Stori provided an overview of the application and what the desired outcomes of the project would yield. Commissioner Wilmot advised that two members of the Selectboard and the Planning Commission Chair would need to sign the resolution. Chair J. Drew made a motion to approve application and recommend approval by the

Selectboard. The motion was seconded by Commissioner Tijan. Commission Van Winkle asked where the grant money was coming from. In the event that the application was denied, Commissioner Romanoff informed the Commission that there may be other opportunities through private grants. The motion was approved unanimously.

AGENDA ITEM: OLD BUSINESS – HOUSING NEEDS ASSESSMENT

[6:40] A discussion ensued about the Housing Needs Assessment and how the Commission should handle public outreach and public meeting. The Commission agreed that sharing the results ahead of time and soliciting questions would be advantageous. Commissioner Wilmot recommended a recorded presentation to post on the website or MMCTV, allowing residents to view ahead of a public meeting.

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

[6:49] Chair J. Drew informed the Board of the feedback he obtained from the Vermont League of Cities and Towns. He advised that they did not have a lot of resources; however, provided externally resources regarding social equity. Staff Member Strniste will reach out to Chittenden County Regional Planning Commission and inquire if they can look at the draft Town Plan through the lens of social equity. Commissioner Romanoff opined that review by a third party would be advantageous, as there may be implicit discrimination tactics that the Planning Commission did not think of when drafting the document. Commissioner Stori informed the Commission that she did not discover any free webinars; however, will continue to search. She also opined that the Town Plan was meant to be forward thinking and beginning a discussion.

[6:57] Commissioner Van Winkle opined that eliminated multi-family dwellings was a form of a discrimination. Chair J. Drew expressed his reservation about the direct relationship of creating more multi-family dwelling and affordability. Commissioner Tijan informed the Board of how Chicago address up-zoning – by mandating specific requirements related to affordability. Staff Member Strniste provided the Commission a brief history of multi-family dwellings and their relationship to the different zoning districts in Underhill. Commissioner Van Winkle advised that more than four dwelling units is considered commercial. Staff Member Strniste informed the Commission that one of the barriers preventing the Town from achieving the objectives relating to the zoning regulations is the mandatory Australian Ballot vote every time there is a zoning change, and that the Commission could contemplate the rescinding of that provision. Further discussion ensued about affordable housing in Underhill.

AGENDA ITEM: OLD BUSINESS – 2020 TOWN PLAN UPDATES

[7:14] Staff Member Strniste informed the Commission that the proposed Town Plan may be too ambitious after reviewing the implementation plan. The Commission agreed that they should review the implementation, see where some of the tasks can be consolidated and ensure proper prioritization. The Commission will discuss at the October 22 meeting.

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

[7:21] Commission Lamphere made a motion to approve the minutes of September 10, 2020. The motion was seconded by Commissioner Wilmot and approved unanimously.

[7:22] A quorum will be present at the Thursday, October 8, 2020. Chair J. Drew acknowledged Commissioner Wilmot's efforts relating to the Municipal Planning Grant application.

[7:24] Commissioner Lamphere made a motion to adjourn the meeting. The motion was seconded by Chair J. Drew and approved unanimously.

Respectfully Submitted By:
Andrew Strniste, Planning Director

The minutes of the September 24, 2020 meeting were accepted this ___day of _____, 2020.

John Drew, Planning Commission Chair

DRAFT

New Action Items

- Commissioner Wilmot* – Inquired with CCRPC regarding the development of additional maps.
- Commission Van Winkle* – Contact Mansfield Fiber.
- Staff Member Strniste* – Inquire with CCRPC on whether they can look at the draft Town Plan through the lens of social equity.
- Staff Member Strniste* – Inquired with PlaceSense regarding the status of survey results.

Ongoing Action Items

- Commissioner Stori* – Research potential social equity webinars for the Commission to Attend.
- Commissioners Van Winkle & Drew* – Research Wi-Fi/Internet capabilities within Underhill.
- Commissioners Wilmot & Stori* – Research potential renewable energy preferred sites within Underhill.
- Commissioners Van Winkle* – Inquire with Chris Poley about joining the Commission in the fall once he has more availability.

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

- Chair J. Drew* – Inquire with other boards, commissioners and committee about capital projects for the Capital Improvement Program (CIP).
- Chair J. Drew* – Inquire with VLCT regarding Social Equity Resources for Town Plans and Zoning Regulations (and any other Town documents and forms).
- Commissioner Stori* – Research potential social equity webinars for the Commission to Attend.
- Staff Member Strniste* – Invite Rick Heh to October 22 Planning Commission Meeting.
- Staff Member Strniste* – Send Chair J. Drew Financial Officer's Email Address.

Deadlines

- *None at the moment.*

Upcoming Agenda Items

- October 8, 2020
 - Brandy Saxton to Attend to Discuss Findings and Analysis
- 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)*