

UNDERHILL PLANNING COMMISSION

Thursday, March 1, 2018 @ 6:30 PM

Minutes

Planning Commissioners Present: Chair C. Seybolt, David Edson, Johnathan Drew, Pat Lamphere, David Glidden, Nancy Bergersen, Carolyn Gregson

Staff/Municipal Representatives Present: Andrew Strniste, Planning Director

Others Present: None

[6:25] The Planning Commission convened at Underhill Town Hall at 6:25 pm.

[6:29] Chair C. Seybolt called the meeting to order.

[6:29] Chair C. Seybolt asked for public comment. No members of the public were present to make public comment.

[6:30] Chair C. Seybolt advised that Town funds could not be used for the poster for Town Meeting Day. Staff Member Strniste advised that First Step would print posters if the Commission desired one. The Commission agreed that a homemade poster is fine, and that Commissioner Edson would create the poster. Chair C. Seybolt advised that too much information should not be presented on the poster.

[6:33] A discussion ensued about Sue Thomas' Front Porch Forum posting encouraging Underhill Residents to vote yes. Commissioner Van Winkle advised that she could post on Front Porch Forum informing residents of what the ballot items are and encouraging them to vote yes. Staff Member Strniste opined that the map of the Underhill Center Village District and the Multi-Dwelling Structure chart could be possible items to put on the poster. The majority of the Commission advised against the suggestion, as it may scare people away. Another discussion ensued about how much information should be put on the poster and the language to post on Front Porch Forum.

[6:36] Commissioner Gregson advised that she could not station the poster between 5pm to 7pm, as she was fighting an illness. Chair C. Seybolt informed the Commission she would switch from 11 am - 1pm to 5pm - 7pm if need be. Commissioner Edson opined that the flyers that were posted at Town Hall should be made available, and Chair C. Seybolt advised that voters could fold the flyer in half if they were to bring it inside the polling place. Commissioner Van Winkle will post on Front Porch Forum. Commissioner Drew recommended posting on Friday, before the weekend. Chair C. Seybolt advised she would post on Front Porch Forum on Monday, before Town Meeting Day. Commissioner Lamphere asked if there were any opposition groups against the proposed ballot measures. Commissioner Glidden will confirm if he could station the poster between 5pm-7pm. The Commission discussed what to do with the poster should someone not be there to station the poster.

[6:44] Chair C. Seybolt began a discussion about what to say during Town Meeting Day when the moderator asks if the Commission wants to make any comments. Staff Member Strniste advised that the moderator will shut down any discussion that may give the appearance of campaigning or advocating. Commissioner Drew agreed that any questions should be handled in a factual way.

[6:47] Commissioner Van Winkle asked if the materials on the flyer can fit on an index card. Commissioner Drew advised that everyone at Town Meeting Day will have probably already

voted by the time the moderator is going through the Town Report. Further discussion ensued about what to post on Front Porch Forum and what to put on the poster. Chair C. Seybolt advised that she would say something brief when the moderator asks if the Planning Commission has any additional comments. The Commission discussed when they would find out the voting results.

- [6:55] Staff Member Strniste provided an overview of what he has been working on in the previous month. Specifically, he recapped the McLaughlin appeal application, the Davis sketch plan review application, the Duval conditional use review application, the Jacobs sketch plan review application, the Marias final subdivision review application and the Timbers combined preliminary and final subdivision review application. In addition, he also provided overviews for upcoming applications to be heard on the following dates: March 5 (Potvin conditional use review application), March 19 (Davis combined preliminary and final subdivision review application and Maple Leaf Farm Campus conditional use review application), April 2 (Davis conditional use review application), April 19 (likely Jacobs subdivision amendment application), and May 7 (Duval conditional use review application).
- [7:10] Chair C. Seybolt asked for old and/or other business. Commissioner Lamphere informed the Commission that the Energy Committee and the Conservation Commission had been researching whether solar power should be put on conserved land, specifically the Beartown Road gravel pits. He then advised that the quota/goal that the State is advocating for is unattainable. In response to Commissioner Van Winkle's question, Commissioner Lamphere confirmed that the old landfill will not be breached as the solar power panels would be built above grade on concrete slabs.
- [7:14] Chair C. Seybolt informed the Commission that they could probably meet with the Energy Committee as early as March 15. Commissioner Drew asked a clarification question about what questions the Commission should be asking the Energy Committee. Staff Member Strniste informed the Commission that April would probably be a better time to meet, as the Commission will need to vote on officers and approve Rules of Procedures. Commissioner Lamphere informed the Commission that the Energy Committee is anticipating taking a vote and asking the Selectboard to consider building solar panels on Beartown Road and at the landfill.
- [7:19] Chair C. Seybolt advised that the Jericho Planning Commission was hiring a consultant to help formulate a strategy to develop the commercial district along Route 15 near Community Bank and the Dollar Store. She also informed the Commission that the Chair of the Jericho Planning Commission was disappointed with the events unfolding in the Riverside area, as the process is not evolving as they intended. The Jericho Planning Commission is also developing an overlay district for natural resources.
- [7:21] Chair Seybolt asked for a **motion to approve the minutes of January 18, 2018**. Commissioner Bergersen made a motion to approve the minutes of January 18, 2018, which was seconded Commissioner Drew. The minutes were **approved unanimously**.
- [7:22] Chair Seybolt asked for a motion to **approve the minutes of February 1, 2018**. Commissioner Drew made a motion to approve the minutes of February 1, 2018, which was seconded Commissioner Edson. The minutes were **approved unanimously**.
- [7:23] Chair Seybolt asked for a motion to **approve the minutes of February 15, 2018**. Commissioner Bergersen made a motion to approve the minutes of February 15, 2018, which was seconded Commissioner Edson. The minutes were **approved unanimously**.

[7:24] Commissioners Seybolt and Drew will not be able to attend the next regularly scheduled Planning Commission meeting – March 15, 2018. The Commission discussed that if Commissioner Kearns is elected, the Commission will need to find a replacement. The Commission agreed to cancel the March 15, 2018 meeting and reschedule it to March 22, 2018.

[7:30] Chair C. Seybolt asked for a **motion to adjourn**. The motion was made by Commissioner Edson and seconded by Commissioner Lamphere. The **motion was approved unanimously**. The Planning Commission adjourned and assembled into their assigned focus groups.

Respectfully Submitted By:

Andrew Strniste, Planning Director

The minutes of the March 1, 2018 meeting were accepted this 22nd day of March, 2018.



Cynthia Seybolt, Planning Commission Chair

Action Items

- Commissioner Edson Will Create Poster for Town Meeting Day
- Commissioner Van Winkle will post on Front Porch Forum on Friday, March 2, 2018
- Chair C. Seybolt will post on Front Porch Forum on Monday, March 5, 2018
- Commissioner Glidden will confirm if he could station the poster between 5pm-7pm.