

UNDERHILL PLANNING COMMISSION  
July 31, 2013, 6:30 PM  
Minutes

**PC Members Present:** Chair Trevor Squirrell, Dick Albertini, Gerry Adams, David Edson, Carolyn Gregson, Pat Lamphere, Irene Linde, Clif Peterson, Cynthia Seybolt

**Staff Present:** none

**Guests:** Brad Holden, Selectboard Chair (present 7:05 – 7:45)

6:35 PM: Call to order

6:37 PM: Planning & Zoning Administrator Search

Trevor reported that the candidate recommended by the PC and approved by the SB did not accept the position. He also reported that Brian Bigelow has accepted the full-time position of Town Administrator.

After discussion about best procedure, it was agreed by all present to re-open the search for a Planning & Zoning Administrator, to advertise as soon as possible, and to notify all previous candidates that they must re-apply in order to be considered. Brad concurred with this procedure.

6:47 PM: Zoning Project

Trevor has asked Sharon Murray about her availability to assist, especially with establishing priorities and a time line, but has not yet had a response. The SB has allotted \$1000 for this.

An hour was devoted to discussion/brainstorming about how to address the zoning change issue. Topics included:

Should we address just a single zoning change issue? Several of those previously proposed? All previously proposed?

Can we determine (and if so, how) why people voted against the changes, to help us respond to their concerns?

Is a survey worthwhile? (Cost; value) At what point? How many are returned? Who responds?

Outreach: Hold meetings in affected areas, perhaps specifically with identified community activists in these areas. Try to reach younger people?

Resolving mapping issue: Brad is getting an opinion from a second attorney on which Underhill map is the legal one. The written opinion of the Underhill attorney is that it is the hand-drawn map attached to the 2011 regulations. According to Brad, a map can be "legal", but not "official" until so voted by residents.

Cynthia distributed a draft sample of a simplified description of current zoning, as a starting point for information to be widely distributed. (How?)

Conclusions:

Resolving mapping issue is critical

Publicity/education should begin as soon as possible

Meetings with key people in community should begin soon

There should not be a vote both on the official map and on redistricting at 2014 Town Meeting

7:53 PM Next meeting: Wednesday, August 21<sup>st</sup> at 6:30 PM.

7:55 PM: On a motion by Irene, seconded by Dick, the Minutes of the July 17, 2013 meeting were accepted as written.

7:57 PM: Adjournment

On a motion by Dick, seconded by Pat, the meeting was adjourned.

Cynthia Seybolt, Clerk

These minutes of the 7/31/13 meeting were accepted

This 18<sup>th</sup> day of September, 2013



---

Trevor Squirrell, Chair

*These minutes are subject to correction by the Underhill Planning Commission. Changes, if any, will be recorded in the minutes of the meeting of the PC.*