

UNDERHILL PLANNING COMMISSION  
November 6, 2013, 6:30 PM  
Minutes

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

**Staff Present:** none

**Guests:** Regina Mahoney, CCRPC; Chad Bonanni, Town attorney

6:30 PM: Call to order

6:32 PM: Planning & Zoning Administrator Search Update

Deferred to later in meeting.

6:35 PM: Town Plan Review with Regina Mahoney

Packets prepared by CCRPC were distributed to all members present. Ms. Mahoney described ways that CCRPC can help with our task of updating the Plan by May 2015, including identifying changes in requirements; providing timeline guidance; reviewing and making suggestions about each section.

She went over packet contents, which include Guidelines and Standards; Adoption Tools; Comments on our 2010 Plan from CCRPC staff; new flood resiliency requirements, and the need for an Emergency Operations Plan. Discussion ensued about some of the issues raised and changes suggested by CCRPC.

Ms. Mahoney suggested that PC allow a full year for Plan revision, with this timeline:

- One month to review each section
- Two public hearings with 30-day warning for each
- One Selectboard hearing
- 3-4 months for CCRPC approval

It is advisable to submit draft Plan to CCRPC at the time of the first hearing.

7:00PM Ms. Mahoney departed.

7:04 PM Town Zoning Map discussion with Town Attorney

David has done extensive research and concluded that the 1984 map was the official Town Map until 2011, when the current By-law was approved by

Australian ballot. There is no evidence of hearings ever being held on an alternative map.

However, the most recent Town Planner used a more recent digitized version of the map for zoning purposes, and this is the map included with the 2010 Town Plan both on the Town web site and in the hard copy in use in the office. It is the opinion of the attorney that this makes it an integral part of the 2010 By-law.

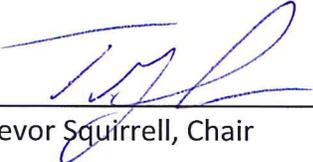
After discussion, it was decided that Cliff will draft a resolution that could be taken to voters in March for a technical correction of the map, restoring the 1984 map as the Official Map.

- 7:45 PM Mr. Bonanni departed.
- 7:50 PM Executive Session was entered into regarding a personnel matter, on a motion by Dick, seconded by Cliff.
- 7:56 PM PC moved out of Executive Session on a motion by Irene, seconded by Dick.
- 7:57 PM Minutes of September 18 meeting, continued on September 19, were approved as amended.
- 8:00 PM Other Business
- Dick announced that he will resign as of January 25, 2014..
- Next scheduled meeting is Wednesday, November 20.
- 8:10 PM On a motion by Cynthia, seconded by Cliff, meeting was recessed, to resume only in Executive Session at a time to be determined.

Cynthia Seybolt, Clerk

These minutes of the November 6, 2013 meeting were accepted

This 20<sup>th</sup> day of November, 2013

  
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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.*