

UNDERHILL PLANNING COMMISSION

Thursday, November 29, 2018 @ 6:00 PM

Minutes

Attendance

Planning Commissioners:

Commissioner Carolyn Gregson, Chair
Commissioner Johnathan Drew, Vice Chair
Commissioner Nancy Bergersen
Commissioner David Edson
Commissioner Patrick Lamphere
Commissioner Cynthia Seybolt

Staff/Municipal Representatives:

Andrew Strniste, Planning Director

Others Present:

None

[5:55] Members of the Planning Commission started to convene at Underhill Town Hall around 5:55 pm.

[5:59] Chair C. Gregson called the meeting to order. No public was in attendance, and therefore, no public comment was provided.

[6:00] Staff Member Strniste inquired about a zoning regulation that a potential applicant had asked him to provide further research on. Specifically, he was asked to inquire if the following components are what establishes a separate dwelling unit: a bedroom, a bathroom, and a kitchen. The Commission agreed with his interpretation.

AGENDA ITEM: BEARTOWN ROAD SOLAR ARRAY PROJECT

[6:07] Various members of the Planning Commission asked Staff Member Strniste several questions as they relate to the recent clearing of trees along the Beartown Road gravel pit right-of-way. Commissioner Lamphere informed the Commission that the clearing of trees was not what he thought was approving. Commissioner Drew inquired about the agreement, and that Green Lantern was tasked with doing the clearing. Staff Member Strniste was tasked with obtaining answers to the following questions:

1. Who cleared the trees?
2. Who issued the order to clear the trees?
3. Whoever issued the order, did they contact Sam Carlson from Green Lantern to clear the trees?
4. Was the clearing of the trees part of the plan and agreement with Green Lantern?
5. What was the purpose of cutting the trees?
6. If the Town's Road Crew cleared the trees, why are they clearing the trees?
7. If an agreement between the Town and Green Lantern had not been formalized, why were the trees cleared?

[6:19] Commissioner Seybolt inquired about the policy pertaining to clearing road sides. Commissioner Drew opined that the above-stated questions should be answered first, and then the road side clearing questions.

AGENDA ITEM: 2020 TOWN PLAN – FORUM GROUP 1 (LAND USE; NATURAL RESOURCES; HISTORICAL & CULTURAL RESOURCES) DISCUSSION

[6:19] Commissioner Seybolt advised that Forum Group 1 did not have anything new to report, and that they would be meeting with the Conservation Commission during the upcoming Saturday, and planning to come to the next meeting with revised survey questions. Commissioner Drew then provided the Commission an overview of the survey that he and Commissioner Wilmot created. Commissioner Seybolt opined that survey question 1 should be reworded, as most people would not be aware of a project widening River Road and incorporating a bike lane. A discussion then ensued about widening River Road and possibly including a bike lane. Staff Member Strniste reminded the Commission that the survey questions address broad concepts or specific projects, but as to the practicality, that would be ascertained when writing the Town Plan itself. Commissioner Drew also advised that the survey is to gauge public sentiment. He also cautioned about not substituting the Commission's opinion with the general public; that the purpose of this task was to gather info to write the Town Plan.

[6:43] The Commission then discussed the remainder of the survey questions presented by Commissioners Drew and Wilmot.

[6:59] Commissioner Drew reviewed the memorandum Commissioner Wilmot submitted addressing some of the positive attributes of biomass. Commissioner Seybolt suggested that these ideas could be included in the Natural Resources and Energy parts of the plan.

AGENDA ITEM: 2020 TOWN PLAN – FORUM GROUP 4 (HOUSING, ECONOMIC DEVELOPMENT & RECREATION) DISCUSSION

[7:03] Chair C. Gregson provided an overview of the portions of the Town Plan she and Commissioner Bergersen were tasked with reviewing. She informed the Commission of the areas where the Commission had achieved the goals set forth in the Town Plan. Commissioner Seybolt informed the Commission that she had reviewed the Brattleboro Town Plan, and that they appear not to reference a regional planning commission or the State of Vermont. Chair C. Gregson then continued with the overview of her forum group's sections of the Town Plan.

AGENDA ITEM: APPROVE MINUTES OF PREVIOUS MEETING

[7:29] Commissioner Drew provided an overview about the dispute that the Chair of the Energy Committee, Peter Bennett, had with the minutes of November 15, 2018.

Commissioner Drew made a **motion to approve the minutes of November 8, 2018**. The motion was seconded by Commissioner Lamphere and **approved unanimously**.

Commissioner Lamphere made a **motion to approve the minutes of November 15, 2018**. The motion was seconded by Commissioner Bergersen and **approved unanimously**.

AGENDA ITEM: QUORUM FOR NEXT PLANNING COMMISSION (REGULARLY SCHEDULED MEETING – DECEMBER 13, 2018)

[7:32] A quorum for the next regularly scheduled meeting – December 13, 2018 – will be obtained.

[7:33] Commissioner Drew made a **motion to adjourn**. The motion was seconded by Commissioner Lamphere and **approved unanimously**.

Respectfully Submitted By:

Andrew Strniste, Planning Director

The minutes of the November 29, 2018 meeting were accepted this 31 day of January, 2018.


Carolyn Gregson, Planning Commission Chair

New Action Items

- Staff Member Strniste: Obtain Answers to the Questions About the Solar Array

Old, Incomplete Action Items

- Staff Member Strniste: Provide materials pertaining to the zoning pamphlet in the coming weeks.
- Staff Member Strniste: Providing a map of where the capital projects are located.
- Staff Member Strniste: Obtain a report on how Selectboard Member Johnson derived at the funding sources (i.e.) for the identified capital projects.
- Chair C. Gregson: Write letter to Commissioner Glidden regarding his resignation
- Commission: Review memorandum from Transportation Board.
- Forum Group: Each forum group write as many survey questions as possible.
- Commission: Review Town Plan sections that were volunteered and develop presentation materials for discussion at upcoming Planning Commission meetings.

Completed Action Items

- Staff Member Strniste: Make ten (10) copies of the Natural Resource section of the Town Plan to distribute to the Conservation Commission.
- Staff Member Strniste: Email Natural Resources section of the Town Plan to Steve Webster.