

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, February 1, 2017

4 Approved Minutes

5 **Members Present:** Brian Tellstone, Alex Brosam, Mark Fausel, Joy Reap, Sean Foley, Lauck
6 Parke, Clare Rock (Staff)

7 **Absent:** Marc Hughes

8 **Others Present:** Fran Huntoon, Geoffrey Urbanik, Bard Hill, Frederick Barrett, Bob Stafford,
9 Brian Carpenter, Deputy Fire Chief Gerald Levesque, Chief Buck, Bob & Joy Reap, Bruce
10 LaBounty, Judy Rosovsky.

11
12 Foley opened the meeting at 7:05

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14 Public Comment – n/a

15
16 Joy Reap recused herself as a member of the PC for the Joint Meeting discussion and sat as a
17 member of the public.

18
19 Joint Meeting with Water & Sewer Commission and Public Safety Building Committee – municipal
20 investment and future land use discussion

21
22 Bard Hill and Geoff Urbanik gave an overview of the proposed water and sewer extension from the
23 village, through the Gateway to the mobile home park. The Water Commission had wanted to
24 speak with the Planning Commission regarding their vision of the Gateway, and whether or not that
25 would include opportunity for new development, or a plan that would make a utility extension
26 infeasible. Mr. Hill mentioned the capacity in new water tank is primarily for fire safety. The Water
27 & Sewer Commission envisions the extension to be done in phases: Phase I to provide service to the
28 Willis farm, Phase II to provide service out to the Mobile gas station, and Phase III to provide
29 service to the mobile home park. Water & Sewer Commissioners undertook the feasibility study
30 with the understanding that the extension was to expand the number of users. If Phase I will work,
31 then Phase II would be easier. Low interest federal loans are available to fund the project, yet Phase
32 III doesn't look feasible unless there are grants available. The mobile home park doesn't need the
33 system as they constructed a new private system 15 years ago, but it would help with providing
34 more capacity for future development at the property. Private systems are regulated by the Public
35 Service Department (PSD), and Foley disclosed his position at the PSD.

36
37 Overall the purpose of the extension was to lower the system rates and ensure that the current water
38 and sewer users shouldn't be responsible for paying for the extension. If the town as a whole could
39 support an extension as an economic development policy then the cost could be borne by the entire
40 town and not just the system users. The bond for the project was based on a preliminary
41 engineering report, and was \$2.5 million. Phase I by itself was almost \$1 million.

42
43 Discussion followed about how the lot coverage requirement in the zoning regulations is a
44 constraint for future commercial development. LaBounty referenced the recent changes the PC
45 made to the Gateway Commercial Zoning District, which were to help encourage economic
46 development but the SB made other changes which has the effect of suppressing growth, so it
47 appears everyone needs to get on the same page.

48
49 Joy Reap added that if changes to the Gateway Commercial District were to be made the residential
50 /commercial ratio should be re-visited.

51
52 Bard Hill proposed the following questions to the PC: What do we do about the mobile home park?
53 What do we do about the Gateway? What does Phase I look like? What uses would be allowed?

1
2 Reap added its best way forward is to get out in front of inevitable change, and why not make the
3 Gateway Commercial Zoning District area an attractive addition of the village, with sidewalks and
4 actively plan for it.

5
6 A future build out on the area has not been undertaken to understand the financial feasibility of the
7 project. Foley asked for a written description of the current situation, Hill referenced the
8 engineering study.

9
10 Overall, the W & S Commissioners are asking the PC, if water and sewer would go out the
11 Gateway, what would we envision to be there? This will be a component of the new Town Plan.

12 Public Safety Building –

13 Bob Stafford, introduced the other members of the committee and gave an overview of the
14 committee and its work. The study has developed a floor plan for the combined fire and police
15 department and the committee would like to finalize the plans, the committee would like to talk
16 with the Reaps about buildings this facility on their property. They are looking for a site which
17 could accommodate the police and fire departments with the possibility that Richmond Rescue
18 could be added in the future. The committee is looking at approx. 3 to 4 acres to build on. The new
19 facility would include a 1,000 sq ft community room which would be used as training room and
20 would also serve as a command center and emergency shelter. The initial study from the architect
21 quoted a cost of over \$9 million, but this was acknowledged as unrealistic and a more detailed cost
22 estimate was being prepared. Most importantly, the new building would require water and sewer,
23 part of Phase I of the utility extension. It might be possible to include Phase I in the site costs of the
24 new building, but doing so would make Phase II more likely, but only if the Gateway properties
25 could capitalize on the utilities.
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27
28 Tellstone added the need to be cognizant of the costs which would need to borne by the tax payer.
29 LaBounty, voiced support of the project but also notes that if the building is built on the Willis Farm
30 then that's land which is taken away from future commercial use. Mr. LaBounty urged the
31 committee look at part of the Verberg farm again.

32
33 Reap asked if the architect looked at coverage requirements for the building, and if the 3-4 acres
34 takes into account a lot coverage requirement.

35
36 Discussion about regionalization of services. The CCRPC is in the process of studying regional
37 dispatch and a final report is due soon. Richmond police is in the process of contracting with Bolton
38 and possibly Huntington for traffic enforcement.

39
40 The committee would to hear any major concerns the PC has – such as LaBounty's comments about
41 taking away commercial land.

42 Other Business

- 43
44 - Next meeting: Feb 15. No March 1 meeting.
45 - Accessory Dwelling Public Hearing scheduled for Monday February 6, 2017
46 - Zoning Administrator position – the town has re-opened the search so please help spread the
47 word. Parke expressed concern about being without a ZA, and how that will effect the work
48 on the town plan. Foley will express the PC's concern's to the town manager.
49 - Marc Hughes has resigned from the PC, we will be looking for another member. It would be
50 great to have another village resident. Please help spread the word/
51 - Alex Brosam described his internship with EPSCoR

1 Fausel made a motion to support Brosam's internship application, seconded by Parke, all in favor.

2 So voted.

3

4

5 Adjourn

6 Tellstone made a motion to adjourn, seconded by Fausel, all in favor. So voted.

7

8 The meeting ending at 9:05pm

9 Respectfully submitted by Clare Rock, Town Planner

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