

1 Richmond Planning Commission

2 Wednesday, May 3, 2017

3 Approved Minutes

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4 **Members Present:** Brian Tellstone, Sean Foley, Joy Reap, Lauck Parke

5 **Absent:** Mark Fausel, Alex Brosam,

6 **Others Present:** Clare Rock (Staff)

7  
8 Public Comment

9 n/a

10  
11 Administrative Items & Updates

- 12 - Approve meeting minutes - unable to approve Jan 4, 2017 or April 19, 2017.  
13 Minor comments made on April 19, 2017 minutes: remove the first motion  
14 referencing March 22 minutes. Add comment that PC wants to involve large  
15 landowners in process of Natural and Working Lands Chapter.
- 16 - Updates
- 17 ○ Zoning Administrator Update – the PC would like to recommended  
18 looking for an intern to assist in the Planning and Zoning Department.  
19 Discussion followed about potential candidates and the structure of a  
20 college intern. The PC discussed a volunteer to follow up with the  
21 Town Manager, Rock will also follow up with him about the  
22 possibility of seeking an intern, PC members suggested contacting the  
23 career center at UVM.
  - 24 ○ New PC member, Alison Anand, was appointed by the Selectboard.  
25 Rock will invite her to the next meeting.
  - 26 ○ Next PC meeting will be the annual organizational meeting.
  - 27 ○ Creamery – Rock provided a project update, along with other  
28 development permit application updates: Buttermilk LLC received  
29 approval of a site plan amendment, they still have to submit their Act  
30 250 application; Richmond Community Kitchen received approval to  
31 add additional restaurant/food service uses to the Sonoma Station  
32 space, plus add an exterior cooler. Umiak Outfitters received approval  
33 for adding outdoor storage to the Ski Express building, and the old  
34 Jonesville Store property received approval to add additional retail and  
35 light industrial to the commercial floor of the building.
  - 36 ○ Local Motion Project – the Town still needs volunteers for the pop up  
37 project.
  - 38 ○ VLCT – Spring Planning and Zoning Forum is coming up. Rock  
39 distributed the flyers.
  - 40 ○ Jon Rankin will be submitting some language on inclusive health care  
41 as per the PC’s last meeting discussion.
  - 42 ○ Energy – Foley stated the CCRPC has put out the draft regional energy  
43 plan earlier this week and has included the maps similar to those they  
44 presented to us. Foley added his discussions with others and would  
45 like to discuss further, specifically about the maps. We should provide  
46 the RPC with some conservative maps they can use in the regional

1 plan. We can then make our own plan, which may not have to address  
2 a broad range of issues. Foley spoke with the woman who is tasked  
3 with approving the plans at the PSD, who indicated that the regional  
4 plan would not have regulatory teeth, the town plan would/could be  
5 less conservative and the town plan would have regulatory teeth. The  
6 town plan doesn't have to comply with the regional plan. Rock added  
7 that Jeff Forward, municipal energy coordinator would like to get  
8 together with Foley.  
9

#### 10 Town Plan

11 Rock referenced the handouts which were included in the packets:

12 *Foundations for Municipal Regulations and Programs* and that “if a municipality does not have  
13 a solid basis in its town plan for the regulations it puts into effect, the regulations can be  
14 challenged in court...”

15 Discussion about the other hand outs including:

- 16 - “Good and Bad Example of Goals, Objectives and Actions” – Discussion  
17 about the use of the word “encourage” within the Targets and Actions, Rock  
18 would like to use more specific language.
- 19 - “What the JAM Golf Decision Will Mean For Your Municipality” – The JAM  
20 Golf decision was referenced a few times by the Conservation Commission  
21 folks, Rock directed people’s attention to the last sentence on first page which  
22 stated that “municipal officials may not deny permission for a project where  
23 there is not a specific policy set forth in the plan stated in clear unqualified  
24 language that creates no ambiguity.”
- 25 - “PSB Decision Provides Planning Insight” – The PC reviewed the example of  
26 a clear community standard.
- 27 - “Vermont Fights Small-Box Sprawl” - The PC discussed the need to include  
28 screening standards for commercial properties.
- 29 - Building Footprint Graphic
- 30 - Town Plan Review Matrix – For the remaining chapters the PC would like to  
31 go through the comments directly following the initial review of the chapter.  
32 Also the PC would like to add a new Coolum which indicates where the  
33 comments originated from. The Pc discussed the following items from the  
34 review matrix dated 5/1/2014:
  - 35 ○ Row 3: yes include proposed revision
  - 36 ○ Row 4: Reap volunteered to draft some language for this item and take  
37 to the Economic Development Committee
  - 38 ○ Row 5: include this info and include a statement that we should be  
39 encouraging some growth to distribute the municipal tax burden
  - 40 ○ Row 7: no need to include additional data/analysis

41 Adjourn

42 *Tellstone made a motion to adjourn, seconded by Parke, all in favor. So voted.*

43  
44 The meeting ending at 9:00pm

45 Respectfully submitted by Clare Rock, Town Planner

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