

Richmond Planning Commission

Regular Meeting

July 5, 2012

Approved Minutes

Members Present: Gary Bressor (Chair), Lou Borie (Vice-Chair), Mark Fausel, Joe McHugh, Dan Renaud, Christy Witters

Members Absent: one vacancy

Others Present: Cathleen Gent (Town Planner/Staff to the DRB); Jon Kart

7:04 PM Call to order by the Chair.

Public Comment – No public comment.

Mail - Gent reviewed the mail.

Natural Resources Assessment & Build Out Analysis

Jon Kart joined the Planning Commission for the discussion. Gent described the current multi-town project for the Vermont Natural Resources Council (VNRC) Chittenden Uplands Forests, Wildlife, and Communities Steering Committee. The Richmond steering committee consists of Kart, Wright Preston, Ernie Buford, and Brad Elliott. Gent added that this project has reinforced the fact that Richmond must gather specific natural resources data, primarily through a natural resources inventory assessment. Kart described the available options with conducting a natural resources inventory assessment and discussed the potential budget and funding opportunities. The funding sources include a Municipal Planning Grant and the Richmond Conservation Fund. After discussion, the Planning Commission indicated its support for the natural resources inventory assessment and is willing to take the lead role in the application process for either of those two funding opportunities. The Planning Commission agreed to send a memo to the Selectboard indicating its support and that it would be willing to be the project sponsor for any conservation grant request. Kart agreed that he and the steering committee would return with more project details for Planning Commission review and approval in advance of the submission of any grant application.

Witters arrived at 7:45 PM.

Next, Gent discussed a proposed build out analysis that VNRC would conduct with the Chittenden County Regional Planning Commission. She noted that CCRPC conducted a building analysis most recently in 2009 and that the proposed build out analysis would add new input data, including actual development patterns, a defined growth rate, and additional environmental constraints. The Planning Commission discussed the somewhat negative public response to the last build out analysis and that, without specific data for Richmond, a build out analysis at this time would not provide a value added product. The Planning Commission indicated strong interest in having a build out analysis completed after the natural resources inventory assessment is completed, perhaps in late 2013. Kart left the meeting.

Meeting Minutes & Town Planner Report

Meeting Minutes: For May 23, 2012, May 30, 2012, June 6, 2012, June 20, 2012

- May 23, 2012 - No amendments were offered. Motion by Fausel, seconded by Renaud, to approve the minutes. Voting: in favor: 4 (Bressor, Fausel, Renaud, Witters); opposed: 0; abstentions: 2 (Borie, McHugh).

- May 30, 2012 – One amendment was offered. Motion by Borie, seconded by Fausel, to approve the minutes. Voting: in favor: 4 (Bressor, Borie, Fausel, Renaud); opposed: 0; abstentions: 2 (McHugh, Witters).

- June 6, 2012 – Information about the meeting adjournment was provided. Motion by McHugh, seconded by Fausel, to approve the minutes. Voting: in favor: 5 (Bressor, Borie, Fausel, McHugh, Witters); opposed: 0; abstentions: 1 (Renaud).

- June 20, 2012 – No amendments were offered. Motion by Fausel, seconded by Borie, to approve the minutes. Voting: in favor: 5 (Bressor, Borie, Fausel, McHugh, Witters); opposed: 0; abstentions: 1 (Renaud).

1 *Town Planner Report*

2 Gent provided one update to the July 2, 2012 report, namely that Chris Brimmer was appointed by the
3 Selectboard as the zoning administrative officer and E911 coordinator.

4
5 **Richmond Zoning & Subdivision Regulations**

6 *Written Comments*

7 1. Selectboard/Planning Commission Joint Meeting – December 20, 2011 and other comments

8 - Village parking issues - removed the requirement that new uses in the Village Business-1 district
9 provide parking spaces.

10 - Bombardier Parcel – did not change to the R-10 district

11 - Section 2.15.1.c) – did not add new development standards, per Article 3

12 - Section 3.6.4 – added Jonesville Mixed to the list of zoning districts for density bonuses for affordable,
13 elder, or accessible housing.

14 - Section 3.8.2 – Corrected “National Register of Historic Places”

15 - Section 3.8.4 – Did not add other types of systems for this version of the document and will look at
16 that issue again in future changes.

17 - Village Business-1 – discussed why the boundary does not extend to the Blue Seal building – because
18 the central business block is different from the rest of the village.

19 - Section 3.7 – in the Village Business-1 district, signs for gas stations can be a maximum of 12 square
20 feet only – decided not to make a change.

21 2. Email from Jon Kart – December 28, 2011

22 - Section 2.15.12

23 - Regarding question about exempt activities, clarified that no letter will be required to be sent
24 out as cumulative improvement activities are tracked.

25 - Decided not to add language with respect to the total number of individual repair items within a
26 given length of time.

27 3. Email from Bob Low – January 17, 2012

28 - Regarding the reporting of zoning violations, the Planning Commission confirmed that the zoning
29 administrator determines what zoning violations will be pursued. Individuals are welcome to report
30 violations, whether using a form (on the town web site) or contacting the zoning administrator directly.

31 4. Email from Gary Martin – January 22, 2012 – the section of Stage Road in question has been
32 changed to the R-3 zoning district

33 5. Email from Sara McMahon – January 22, 2012 – the section of Stage Road in question has been
34 changed to the R-3 zoning district

35 6. Email from Paul Butler – January 22, 2012 – the section of Stage Road in question has been
36 changed to the R-3 zoning district

37 7. Email from Richard Keil – January 23, 2012 – the section of Stage Road in question has been
38 changed to the R-3 zoning district

39 8. Email from Jim Fay – January 23, 2012 – the section of Stage Road in question has been changed to
40 the R-3 zoning district

41 9. Email from Geoff Urbanik – February 7, 2012 – regarding request from Rick Niquette that a site
42 inspection for a certificate of occupancy not be required for a minor repair related to Tropical Storm
43 Irene. Decided not to make any change to the exemptions section.

44
45 **Adjournment**

46 Borie made a motion to adjourn, seconded by Witters. So voted. The meeting adjourned at 9:40 PM.

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48
49 Respectfully submitted by Cathleen Gent, Town Planner/Staff to the DRB