

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, April 15, 2015

4 Unapproved Minutes

5 **Members Present:** Brian Tellstone, Sean Foley, Ann Cousins, Mark Fausel (Chair), Bruce
6 LaBounty (Vice-Chair), Marc Hughes, Lauck Parke

7 **Others Present:** Clare Rock (Town Planner/Staff to the DRB)

8
9 **Fausel called the meeting to order**

10
11 **Public comment**

12 n/a

13
14 **Administrative Items**

15
16 **Approve Meeting Minutes –April 1, 2015**

17
18 *Cousins made a motion to approve the minutes, seconded Tellstone, all in favor. So voted.*

19
20 The PC agreed to not approve the meeting minutes of the March 25 presentation and simply leave
21 them as meeting notes, not formal minutes.

22
23 **Mail and Staff Updates**

24
25 **Staff updates**

26
27 Rock shared the following updates:

- 28 - Neal will be leaving in early June and the Town will be seeking a new zoning
29 administrator. An ad has been placed in the Seven Days and on multiple online planning
30 and zoning forums.
- 31 - Rock meet with the Williston Planning Department to see if there was any overlay
32 between their upcoming town plan update process and Richmond's. Williston has a very
33 technical growth management program which limits the amount of residential growth in
34 the outlying areas and concentrates growth into the designated growth center where all
35 the box stores are. Rock will be meeting with the Hinesburg planner in the coming
36 weeks for the same reason.
- 37 - Rock passed around a copy of the CCRPC April 2015 newsletter.
- 38 - The town manager, highway foreman and Rock met with Local Motion to review the
39 draft regional bike and pedestrian map. Local Motion is working with CCRPC to update
40 the regional bicycle and pedestrian plan. Discussion followed about bike facilities and
41 the Bridge Street streetscape. Fausel mentioned the 2010-2011 Bridge Street Study.
- 42 - Brief discussion followed about the Jolina Court potential developer and the need to
43 ensure any upgrades to Jolina Court are compatible with the above referenced study.
- 44 - Regarding the I89 work in Waterbury, VTrans has a website which is updated with
45 information and people can sign up for weekly updates on the changing traffic patterns
46 in the Waterbury area. Discussion followed about the need to ensure that any upgrades to
47 RT 2 include the widening of the shoulder as identified in the 2014 Bike and Pedestrian
48 Study.
- 49 - LaBounty provided an update of the recent discussion at the DRB regarding the
50 Adaptive Reuse provision and the Reaps interest in utilizing the provision to expand the
51 allowable uses of the barn at the Willis Farm. Discussion followed about how much
52 modifications could be made to the original structure and still meet the provision. Rock

1 stated that the Reaps will most likely be bringing in an application within the next week
2 for the May 13 DRB meeting.
3

4 **Other Zoning Changes**

5
6 The PC reviewed the list of technical zoning changes list, amended April 13, 2015. The PC will
7 hold off on items 1, 3 and 4. And will wait to until after CCRPC is underway with the transportation
8 element of the town plan before revisiting item 5. The PC was interested in pursuing the remained
9 of the items at the next meeting.
10

11 **Town Plan**

12 Rock handed out Town Plan Topics, April 15, 2015 and suggested inviting guest to upcoming
13 meeting to start discussions and gathering information and facts on town plan topics. Discussion
14 followed about whether the public need to be especially invited to attend. It was decided that while
15 the public is always welcome no decision will be made on the topics during these meetings, that it
16 will be simply discussion and gathering information. During the fall time there will be a series of
17 workshops which will be broadly advertised in which to gather public feedback on topic specific
18 goals and strategies. Rock will reach out to some of the people identified and ask them to attend an
19 upcoming PC meeting.
20

21 **Mobile Food Trucks**

22 PC will wait to get feedback from the Selectboard and Economic Committee before proceeding.
23

24 **Parking in the Village**

25 Brief discussion about where new parking could be developed in the Village. This item will remain
26 the agenda for next time.
27

28 **Adjourn**

29 *Tellstone made a motion to adjourn, seconded by Hughes, all in favor. So voted.*
30

31 The meeting ending at 9:25PM
32

33 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB