

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, April 2, 2014

4 Approved Minutes

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

7 **Members Absent:** Brian Tellstone

8 **Others Present:** Clare Rock (Town Planner/Staff to the DRB), Cheryl M. Owens, Erin Wagg

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10 **7:00 PM** Fausel called the meeting to order.

11  
12 **Introduction of new Town Planner – Clare Rock** – Rock provided a summary of her previous work  
13 experience. Upon receiving a Masters Degree from the Conway School of Landscape Design and  
14 Planning, Rock worked for 5-years as a planner at the Central Vermont Regional Planning Commission  
15 coordinating the regional brownfields assessment program, writing pre-disaster mitigation plans,  
16 providing planning and zoning technical assistance to central Vermont towns, and a variety of other  
17 special projects. In October 2011, following Tropical Storm Irene, Rock transitioned to the position of  
18 Zoning Administrator for the Town and Village of Waterbury. In October 2013 Rock became a Certified  
19 Floodplain Manger, a professional accreditation by the Association of State Floodplain Managers  
20 demonstrating knowledge of the NFIP and floodplain management concepts. Rock is originally from  
21 England (hence the hint of an accent) and lives in Montpelier with her husband and young son.

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23 **Administrative Items**

24 *No mail*

25  
26 *Meeting Minutes - For March 19, 2014* – the Commission did not take action on the minutes.

27  
28 Ann Cousins announced an upcoming conference hosted by the Vermont Preservation Trust on May 2,  
29 2014 in Island Pond. It will in part focus on telecommunications and downtown revitalization.

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31 **Interim Zoning Committee**

32 Bruce LaBounty and Ann Cousins served on the Interim Zoning (IZ) Committee. LaBounty provided an  
33 overview of the proposed IZ regulations and process. The IZ regulations were based upon the  
34 Hinesburg Interim Zoning and allow for increased building height, increased residential density (with a  
35 density bonus for age-restricted housing) and increased lot coverage (for the portion of land outside the  
36 floodplain). The lighting and noise requirements will be the same as the under lying districts. The area  
37 will be zoned for mixed-use and every use would be a permitted use.

38  
39 Geoff Urbanik, Town Administrator is in the process of editing the document ready to present to the  
40 Select Board on Monday. Overall the committee members felt it was a good process and the end result  
41 was a good compromise between all the interested parties.

42  
43 **Cell Tower Discussion from March 24<sup>th</sup> Public Meeting**

44 Richmond residents Cheryl M. Owens voiced concern that the proposed towers are not in conformance  
45 with the Richmond Town Plan or the Zoning regulations. Owens suggested the Town file for intervene  
46 status on all the tower locations not just some of them.

47  
48 Discussion followed regarding the cell tower locations, the process and mitigation. The Planning  
49 Commission is in agreement that the Select Board should be the municipal body that decides how to be  
50 involved on the Public Service Board's process of reviewing the cell tower applications.

51  
52 Sean Foley suggested Cheryl M. Owens and Erin Wagg contact Jim Porter and Aaron Kisicki, at the  
53 PSB to get information about the process.

54  
55 **Richmond Zoning Regs – Section 6.8 – Flood Hazard Overlay District**

56 Mark Fausel provided an overview of the proposed changes to the flood hazard overlay district (FHOD)  
57 regulations.

58

1 “Prong I” addresses minor technical changes which are required by the NFIP. The intent is to have  
2 these changes adopted before the new FIRM's are effective in August 2014. The Hearing for these  
3 changes is scheduled for April 16, 2014.

4 “Prong II” proposed more substantial changes to the FHOD regulations. Specifically, the Planning  
5 Commission proposes to exempt minor repairs and maintenance from the permit requirements. The  
6 town attorney, Mark Sperry, and the State Floodplain coordinator, Rebecca Pfeiffer have provided  
7 comments on a “Prong II” draft.

8  
9 The PC would like to have comments from Pfeiffer, especially regarding FEMA's approval/acceptance  
10 of the “Prong II” concept. The PC would like to present the “Prong II” concept to the public during the  
11 upcoming public hearing. The PC discussed the need to communicate the need to minimize the  
12 onerous local permit process property owners faced following Tropical Storm Irene, the need to  
13 maintenance the minimum requirement to maintain NFIP eligibility.

14  
15 Discussion followed regarding the need for the “Prong II” concept and the FEMA minimum  
16 requirements. Rock will review the draft and make comments and contact Pfeiffer prior to the next  
17 meeting.

#### 18 19 **Discuss future direction of PC efforts post – FHOD**

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21 A very brief discussion which included the following topics: energy standards, permanent zoning for the  
22 village/creamery site, Chris Granda would like to come to PC in May.

#### 23 24 **Adjournment**

25 **Parke made a motion to adjourn, seconded by Foley. So voted. The meeting adjourned at**  
26 **9:03 PM.**

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28  
29 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB