

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, May 18, 2016

4 Unapproved Minutes

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5 **Members Present:** Brian Tellstone, Bruce LaBounty (Chair), Sean Foley, Joy Reap

6 **Absent:** Lauck Parke, Marc Hughes, Mark Fausel (Vice Chair)

7 **Others Present:** Clare Rock (Town Planner); William Donovan, Alison Anand, Mary Houle

8  
9 **7:05 PM LaBounty opened the meeting**

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11 **Public Comment** – n/a

12  
13 **Consider Zoning Change Requests**

- 14 - Gateway Commercial Zoning District (Reap request)

15 This agenda item will be postponed to the next meeting, due to a lack of quorum of  
16 remaining members (Reap would recuse herself from the board for this item.)

- 17 - Commercial Zoning District (Donovan request)

18 William Donovan's attorney, J Fallon, submitted a letter to the town, dated May 10, 2016 re:  
19 Zoning Change in the Commercial Zoning District. This letter was included in the PC  
20 packet. William Donovan stated he would like to request residential uses are allowed in the  
21 Commercial District, as he would like to build three 2-bedroom apartments above the Lucky  
22 Spot Gas Station.

23 Discussion followed about allowing a 40% residential and 60% commercial requirement,  
24 about allowing residential only on the upper floors of a building (and reserving the ground  
25 floor for commercial uses) and the differences between the Commercial Zoning District and  
26 the Village Commercial Zoning District. Rock suggested PC members visit the Commercial  
27 Zoning Districts to gain a greater understanding of the properties which would be affected  
28 by a potential change.

29 Rock read the Purpose Statement of the Commercial Zoning District as contained within the  
30 Richmond Zoning Regulations. The Purpose Statement indicates that residential would be  
31 allowed, but residential uses are not listed in the subsequent list of allowable uses. This is  
32 just one of the many examples of problems and conflicts within the current regulations.

33 Discussion followed about a legal interpretation of the Commercial Zoning district language  
34 and whether an applicant could present a defensible case to the DRB seeking approval for  
35 residential uses in the Commercial District. Discussion followed. Foley will seek an  
36 interpretation from his colleagues and Rock shall seek an interpretation from the VLCT.

37 Dependant on this information the PC may or may not consider amending the regulations.

38 Discussion followed about bundling any upcoming zoning changes, to decrease the number  
39 of potential hearings and etc. Plus the extent of how many zoning changes the PC should  
40 tackle while trying to finish the town plan.

41 **Annual Organizational Meeting**

- 42 - Review Rules of Procedure and Code of Ethics

43 PC members discussed the definition of recusal and the recusal procedures within the Code  
44 of Ethics. Commissioners agreed that a Commissioner should announce their conflict of  
45 interest, leave the meeting room and re-enter and introduce themselves as a member of the  
46 public/private property owner. Reap asked PC members to speak up if they feel there are  
47 any conflicts between Commissioners. Reap recognizes she shall recues herself during  
48 discussions about the Gateway Commercial District.

49 Reap, Foley and Tellstone signed the Code of Ethics acknowledgement form and submitted  
50 to Rock.

51 LaBounty announced he was stepping down from the PC, effective at the end of this  
52 evenings meeting; and he would also be stepping away from all town politics. His wife Cara  
53 will be doing the same and recently resigned from the DRB. LaBounty expressed some

1 frustration with recent town activities, such as the Senior Center purchase of the Creamery  
 2 and stated it was time for his family to step away from town meetings which had become  
 3 quite time consuming and frustrating. PC members urged LaBounty to reconsider and  
 4 expressed their appreciation for his service.

5 - Election of Officers

6 Election of Officers shall take place at the next meeting when there will more members in  
 7 attendance. As Vice Chair, Mark Fausel will chair the opening of the next meeting. At a  
 8 previous meeting Sean Foley expressed interest in the Chair position.

9 LaBounty made a motion for Foley to assume the role of Chair for the remainder of this  
 10 meeting, seconded by Reap. All in favor. So voted.

11 Foley chaired the rest of the meeting.

12 Staff Updates & Administrative Items

13 - Creamery Property

14 Its back on! Rock reported the Senior Center has agreed to sell the property to Buttermilk.  
 15 Discussion followed about recent developments and about the grant requirements.

16 - Public Works Specifications

17 Rock provided an updated to the Selectboard at their last meeting on the status of the  
 18 Specifications and communicated LaBounty's comment regarding a provision which would  
 19 clarify responsibilities, such as enforcement if a private landowner made changes which then  
 20 negatively impacted the public road. The DRB is currently reviewing the document.

21 - Legislative round up

22 Foley suggested Rock ask CCRPC to provide a legislative update as part of their  
 23 presentation at the next meeting, especially on the Energy Siting Bill. Rock added that town  
 24 plans are now on an 8-year cycle, instead of a 5-year cycle.

25 - Announcements

26 Rock provided the following announcements:

- 27 ■ Save the Date CCRPC Planning Commissioners Summit: May 31, 6-8pm, CCRPC  
 28 Offices
- 29 ■ VLCT Spring Planning & Zoning Forum: June 15, 8:30-3:30pm, Lake Morey  
 30 Resort, Fairlee.
- 31 ■ *Investing in the Future, Preserving the Past* Historic Preservation & Downtown  
 32 Conference: June 10, 9 – 5 pm, State Office Complex, Waterbury
- 33 ■ Resilience Vermont Conference: May 20-21, Norwich University, Northfield.  
 34 Scholarships available. Rock will be a presenter at one of the sessions.
- 35 ■ Whole School, Whole child, Whole Community April 28 Meeting Notes
- 36 ■ CCRPC 50<sup>th</sup> Annual Meeting & Celebration: June 15, 5:45 – 7:45 pm, Champlain  
 37 College
- 38 ■ Rock attended *The Future of Rural Vermont: Challenges and Choices* Vermont  
 39 Planners Association Annual Meeting on May 13. Interesting presentations by John  
 40 Adams (Dept of Housing and Community Dev) about the economics of our  
 41 settlement patterns and by Jared Duval (Dept of Econ Dev) about the opportunities in  
 42 the wood pellet industry. Reap is interested in a copy of Duvals presentation.
- 43 ■ Rock asked if the PC would be interested in a presentation by the Vermont  
 44 Designated Downtown Program Coordinator. If the PC is interested let Rock know  
 45 and she can coordinate.

46 **Town Plan**

47 - Mapping Workshop follow up

48 Rock provided a very brief follow up on the outcomes of the mapping workshop.

49 - Future Land Use Map discussion

50 Rock briefly presented 3 alternative future land use map concepts for discussion.

1 Concept 1 – simplified map with the following areas: Developable Areas, Natural and  
2 Working Lands, and Development Constraints  
3 Concept 2 – map with the following areas: Natural & Working Lands, Neighborhoods,  
4 Villages, Downtown, and Special Areas.  
5 Concept 3 – maps with the following areas: Natural Lands, Working Lands, Neighborhoods,  
6 Fays Corner, Jonesville Village, The Village, Downtown, Water & Sewer Service Area,  
7 Proposed Water & Sewer Service Area, Recreation Areas, Future Trails, Bike & Ped Trails,  
8 Enterprise Areas (1. Village adjacent, 2. Jonesville Village, 3. River Road), and Character  
9 Zones (1. Campus/institutional, 2. Recreational)  
10 Brief discussion included the following comments: LaBounty felt Concept 3 contained too  
11 many categories and suggested some be combined. Foley like the Recreation district which  
12 was included.  
13

14 **Upcoming Meeting Schedule**

- 15 - Next Meeting June 1, 2016
  - 16 ○ 7-8pm CCRPC Presentation
  - 17 ○ Annual Meeting / Election of Officers
    - 18 ■ Summer schedules
  - 19 ○ Zoning Change Requests
    - 20 ■ Reap request
    - 21 ■ Donovan request follow up

22  
23 Reap also requested the PC consider re-visiting the time period allowed for completing projects, as  
24 it's an eyesore to see uncompleted building projects.  
25

26 **Adjourn**

27 Reap made a motion to adjourn, seconded by Tellstone. All in favor. So voted.

28  
29 Reap made a motion to thank LaBounty for his service, seconded by tellstone. All in favor. So voted.

30  
31 The meeting ending at 9:20PM.

32 Respectfully submitted by Clare Rock, Town Planner

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