

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, July 1, 2015

4 Unapproved Minutes

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5 **Members Present:** Brian Tellstone, Joy Reap, Mark Fausel (Co-Chair), Bruce LaBounty (Chair),  
6 Marc Hughes

7 **Absent:** Sean Foley, Lauck Parke

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

9  
10 **LaBounty called the meeting to order.**

11  
12 **Public comment**

13 n/a

14  
15 **Administrative Items**

16  
17 **Approve Meeting Minutes – June 17, 2015**

18 Tellstone made a motion to approve the June 17, 2015 minutes, second by Fausel all in favor. So  
19 voted.

20  
21 Reap requested an electronic packet and Fausel would like both an electronic and a paper packet.

22  
23 **Mail and staff updates**

24 Rock mentioned the VT ANR Municipal Day, coming up on 9/9/2015, a copy of the event overview  
25 was in the PC packet.

26 Rock also reported the following:

- 27 ➤ LCBP grants are available for water quality projects. Fausel mentioned potential project at  
28 the end of Railroad Street, where UVM students had designed a project. Discussion  
29 followed about a past proposal for a project in the municipal parking lot. Maybe there is  
30 potential for the Creamery Redevelopment project to include some type of water quality  
31 project. The underground stream which runs under Jericho Road to the end of Railroad  
32 Street was also mentioned is where it daylight currently causes erosion problems.
- 33 ➤ DEC Lakes and Ponds Program announcement of an upcoming information and training  
34 event on July 6 on the Shoreland Protection Act. Brief discussion about the new act only  
35 applies to the small area of Richmond which abuts Lake Iroquois.
- 36 ➤ The new ZA has started and Rock has been training him. One item which came up during  
37 the training were the confusing setback regulations in the Mobile Home Park Zoning  
38 District. This should be added to list of the zoning changes.
- 39 ➤ Upcoming DRB applications include a preliminary subdivision review for a 4-lot  
40 subdivision at the end of Palmer Road and the Continuation of the Richmond Land Trust  
41 Application for the sledding hill and parking lot off Route 2. Brief discussion followed about  
42 the need to screen the parking lot from RT 2. Brief discussion also followed about a recent  
43 sketch plan review for the property uphill from the sand pit on Kenyon Road for a 9-lot  
44 subdivision and potential future plans to straighten lower Kenyon Road.

45  
46 **Town Plan**

47 Rock provided an update the engagement activities. The PC agreed to shift their second meeting of  
48 the month from the 3<sup>rd</sup> Wednesday to the 4<sup>th</sup> Wednesday (July 22) to line up with the steering  
49 committees meeting schedule. July 22 is the deadline to complete one-on-one surveys and the  
50 closing of the survey. The information will then be organized and redistributed to steering  
51 committee members and PC members to review and organize themes, as identified in the handout  
52 titled *Theming & Community Vision – Review*. The steering committee and the PC will then have a  
53 joint meeting on Thursday August 6 (instead of on the first Wednesday) to work through the results

1 with the consultant team. This will lay the ground work needed for the consultants to use in drafting  
2 a vision statement to present at the September Vision Forum. Discussion followed about the need to  
3 ensure the survey deadline and the September event is well advertised.  
4

5 Staff is still working on the details of staff coverage for Rock's maternity leave. LaBounty can be a  
6 point person for the PC but cannot make a large time commitment due to an upcoming family event.  
7

8 Regarding upcoming meeting agenda items, Rock will be meeting with the Conservation  
9 Commission on July 14 to follow up on the CC making recommendations to the PC on the Science  
10 to Action Report. Fausel would also like to attend this meeting. Rock can then report back to the PC  
11 on the status at the following PC meeting.  
12

13 Rock also suggested the State's Village Designation and Neighborhood Designation Programs as  
14 another upcoming agenda item. The coordinators of these programs are available to come to  
15 Richmond to give a presentation on August 19. The PC agreed this would be a good idea.  
16

17 Rock also mentioned a recent meeting with the Transportation Planner at CCRPC who will be  
18 writing the new transportation section of the new town plan. CCRPC has undertaken some traffic  
19 counts at the Bridge Street/Route 2 intersection will be informative, plus it seems like they may also  
20 be available to do some parking analysis in the Village to better understand the current parking  
21 needs and usage.  
22

### 23 **Community Resiliency Organizations (CRO's)**

24 LaBounty reported on the meeting Fasuel and he attended earlier in the day. The Town would like  
25 to set up a CRO and is looking for a coordinator to help with some organizing, a small stipend is  
26 available. The purpose of the CRO's is to help build community networks so in the event of an  
27 emergency, such as flooding, a community would be more resilient as it could utilize the  
28 community network help people fix and restore property and etc. One aspect to host a day where  
29 people get together to work on projects, similar to Green Up Day. One ideas which is being pursued  
30 it to host an event which would dovetail with a town plan topic-specific workshop of flood  
31 resiliency. The CRO's group could co-host an event, possibly in October. If people are interested in  
32 CRO's they should contact Geoff Urbanik.  
33

### 34 **Follow up discussion on Fire/Police/Rescue Discussion**

35 Reap requested the PC follow up on the last meetings discussion about the emergency service  
36 departments as it seems like there is a time sensitive opportunity to talk with Jericho about a  
37 possible joint police force. Discussion followed about the importance of investigating a public  
38 safety building and possible consolidation or coordination with other towns departments.  
39

40 The PC agreed to send a letter to both the Selectboard and the Public Safety Committee expressing  
41 support of the committee and the importance of moving forward with investigating the options,  
42 especially as Jericho is currently thinking about creating a local police force.  
43

44 Housing Discussion – postponed.  
45

46 Other zoning changes – postponed.  
47

### 48 **Adjourn**

49 *Reap made a motion to adjourn, seconded by Tellstone, all in favor. So voted.*  
50

51 The meeting ending at 9:17PM

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