

Richmond Planning Commission

Wednesday, November 1, 2017

Unapproved Minutes

Members Present: Sean Foley, Mark Fausel, Lauck Parke, Joy Reap, Alison Anand, Brian Tellstone, Scott Nickerson

Absent: None

Others Present: Geoffrey Urbanik, Town Manager; Jessica Draper, Town Planner

Called to Order: 7:03pm

Public Comment-n/a

Administrative Items & Updates

- No minutes were presented for approval
- Jessica Draper was introduced to the planning commission

Town Plan

Geoffrey provided a brief update of how the town plan has evolved since the last meeting and since Jessica came on as Town Planner. Geoffrey and Jessica reviewed the timeline that would need to be met to approve the plan. Planning commission members reviewed and discussed the timeline, and chose to look through the current draft before deciding on what potential timeline they would need to follow. Several members pointed out redundancy and wordiness in the actions of the plan.

The members took turns pointing out sections that needed work and suggested edits to format, section lengths, and minor wording changes. They decided to give Jessica the following day to make the edits suggested in the meeting, and spend Friday taking turns to come in to the Town Office and help Jessica edit content. It was agreed to use the weekend to review the draft put out on Friday the 3rd, and submit comments and edits to Jessica by Monday the 6th mid-day. They decided that Jessica will send out a draft including those inputs on Monday afternoon. They all agreed to have another planning commission meeting on November 8th 2017 to decide whether to warn a public hearing for the town plan if they believe at that point that the draft is ready.

Adjourn

Brian Tellstone made a motion to adjourn, seconded by Lauck Parke, all in favor, so voted.

Meeting adjourned at 9:05 pm

Respectfully submitted, Jessica Draper, Town Planner