

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, January 4, 2017

4 Approved Minutes

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5 **Members Present:** Sean Foley, Brian Tellstone, Alex Brosam, Lauck Parke, Clare Rock (Staff)

6 **Absent:** Marc Hughes, Mark Fausel, Joy Reap

7 **Others Present:** Heidi and Peter Bormann, Bruce LaBounty, Larry Dean.

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9 Foley opened the meeting at 7:05

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11 Public Comment – n/a

12  
13 Public Hearing – To consider the changes to the Richmond Zoning Regulations, *Section 5.9*

14 *Accessory Dwellings and Chapter 7. Definitions.*

15 Foley opened the hearing at 7:13pm

16 Heidi Bormann would like to discuss the familiar requirement and asked what is the  
17 reasoning for only wanting a family member reside in one of the units, such in the  
18 case if an elderly family member satisfies the owner requirement and they pass  
19 away, then what happens?

20 Foley responded by stating the PC decided to keep this requirement because it was  
21 part of state statute.

22 Discussion followed about the family requirement and the pro's and con's of keeping  
23 the family requirement.

24 Discussion also included a review of what the original request contained (to increase  
25 the square footage and the number of bedrooms.)

26 Discussion about communicating the discussion about the family requirement to the  
27 Selectboard ready for their public hearing.

28 *Motion by Tellstone to draft a cover letter including the public comment about the*  
29 *family requirement and approve the changes as written, seconded by Brosam, all in*  
30 *favor, so voted.*

31  
32 Administrative Items & Updates

- 33 - Zoning Administrative Officer Position & Planning Commission  
34 Recommendation

35 After a second round of interviews with Hinesburg staff and both Town's  
36 municipal PC Chairs, Laurence Dean Zoning Administrator candidate is brought  
37 forward for a 3rd round of interviews with the Planning Commission.

38 Foley provided an overview of the process and introduced Laurence Dean  
39 (Larry).

40 Dean provided an overview of his background. The PC thanked Larry for  
41 coming.

- 42 - Approve meeting minutes – Rock didn't include the minutes in the packet but  
43 will provide a bundle of minutes for the next meeting for approval.

- 44 - Updates

- 45 ○ Energy Planning and Act 174 Requirements – Brosam attended the  
46 CCRPC training, the presentation was similar to what CCRPC presented  
47 to the PC. Foley has reached out to some utilities and the RPC to get  
48 some data. Foley has enough information to undertake our own energy  
49 plan. Foley can undertake the data analysis, the mapping component  
50 might require more discussion about the location of future renewable  
51 resources.

52 LaBounty asked if an energy expert would be part of the conversation,  
53 Foley added his professional background will help in the discussion.

- Creamery – the Selectboard issued an approval for the development of Phase I. The old buildings have been demolished. The applicant will next have to go through the Act 250 process.
- Public Safety Building – the Town has authorized spending \$10,000 to finalize a design and develop a cost estimate. The project would need a 2.5 to 3 acres site, the final site has not been identified. Tellstone noticed the property next to the fire station is for sale, and also feels the cost estimates for the new building are much greater than the budget of this small town could afford. Discussion followed about the costs and the need for a more regional approach to public safety.
- PC Annual Report is due on Monday 1/9 for inclusion in the town report. Rock will draft and circulate for PC review tomorrow.
- Water and Sewer Commission would like to have a joint meeting with the PC to discuss the development of the Gateway Commercial on Feb 1.
- Request to staff to help/attend a joint meeting for Rec and Trails Committee (and maybe CC?) – the request was made by Steve May, SB and Rec Committee member - this could coincide with the review of Social, Cultural and Recreational Offering chapter. If a PC member would like to join in, let Rock know.
- Rock met with some of the CC people on 12/28 – they will build upon the Dec 6 2016 draft Natural and Working Lands chapter for review by the PC.
- Alex Brosam attended the local energy meeting convened by Jeff Forward and Chris Granda and two other people, the group discussed making a house solar-ready during construction and an electric car charging station.

### Town Plan

Foley requested that CC folks include information about biomass production in Richmond in the Natural and Working Lands Chapter.

Rock presented the following schedule for upcoming meetings.

Jan 18 – review Economic Opportunity chapter

Feb 1 – hold a joint meeting with the Water and Sewer Commission to discuss development in the Gateway and Scenario Planning kick off with CCRPC

Feb thru May – review the remaining chapters of the town plan.

The PC would like to postpone further review of the Natural and Working Lands so we can get some momentum with finishing the other sections.

--- made a motion to enter into executive session to discuss the ZA position, seconded by --, all in favor. So voted.

--- made a motion to exit executive session, seconded by --, all in favor. So voted.

--- made a motion to table the ZA recommendation and wait to hear from the Hinesburg PC and from the applicants references, seconded by --, all in favor. So voted.

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

The meeting ending at 9:00pm

Respectfully submitted by Clare Rock, Town Planner