

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, July 2, 2014

4 Approved Minutes

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

7 **Others Present:** Terry Bambrick, Clare Rock (Town Planner/Staff to the DRB)

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9 **7:00 PM Fausel called the meeting to order**

10  
11 **Public Comments** – n/a

12  
13 **Administrative Items**

14  
15 **Mail** –

16  
17 Rock provided an overview of the following items:

18  
19 CCRPC Email Newsletter – distributed copy of the June newsletter.

20  
21 MPG Email Announcement – Municipal Planning Grants for FY 15 have been announced. Grants  
22 are available to assist towns with updating town plans. Deadline for grant applications is September  
23 30, 2014.

24  
25 Flood Meeting Update – Rock co-hosted the first of two scheduled flood information sessions to  
26 provide Richmond property owners the opportunity to view the new maps, learn about Elevation  
27 Certificates, mitigation strategies and to gauge interest in the new HMPG program, which can  
28 provide assistance to property owners who wish to elevate their homes above the BFE. The  
29 information sessions included a ½ hr powerpoint presentation by Rock. LaBounty attended the  
30 information session and mentioned the presentation was informative and well done. One take home  
31 message of the meetings is that if you have flood insurance or anticipate purchasing it people should  
32 contact their insurance carrier asap to inquire about potential “grandfathering” Rock had copies of  
33 the latest flood insurance information which was also available at the flood info meetings and  
34 provided a quick summery on the latest changes in flood insurance. The next flood information  
35 session will be held on July 16 at 5:30pm.

36  
37 Terry Bambrick, asked the date of the new maps. The new maps will go into effect on August 2,  
38 2014.

39  
40 **Meeting Minutes –June 4, 2014 & June 18, 2014**

41  
42 Meeting Minutes - June 4 2014

43 *LaBounty made a motion to approve seconded by Foley. So voted. Cousin and Huges abstained.*

44  
45 Meeting Minutes - June 18, 2014

46 *Cousins made a motion to approve seconded by LaBounty. So voted. Fausel, Foley, Parke*  
47 *abstained.*

48  
49 **Flood Hazard Overlay District - Prong II (FHOD) Status**

50  
51 The Planning Commission reviewed the proposed changes to the definitions which were outlined on  
52 the Memo from Rock, dated June 12, 2014. The changes include:

1 Adding the sentence to contents (see Memo dated June, 12, 2014). LaBounty asked if  
2 outdoor furniture covered as part of the content coverage under the NFIP. Rock will find out.

3 Adding definition of “Minor Accessory Structure” by using the definition from the zoning  
4 regulations and including the definition as contained within pg 66 e. and add the additional sentence  
5 from the Memo. Rock will also check to see if we have a definition for principle structure and  
6 accessory structure. Have a clearer definition of accessory vs minor accessory.

7 Take “Maintenance of existing roads...etc” out of the use table and include those items  
8 within the definitions.

9 Within the definition of “Maintenance” – change “alter” to “impair” drainage.

10  
11 Rock will have a cleaned up copy for the July 16 meeting, read for a final read through by the  
12 Planning Commission. Rock will find out the timeline for adding this item to the ballot for a town  
13 wide vote. The PC would like to get a copy in front of the Select Board by the end of July, 2014 and  
14 get a draft copy on the website and make an announcement on Front Porch Forum. The PC will  
15 then discuss public outreach, with a possible meeting in the beginning of August.

16  
17 PC Work plan for 2014-2015 – discussion tabled

18  
19 Gateway District – proposed zoning changes

20  
21 Discussion started with the current height restrictions and the local fire fighting capabilities. Some  
22 PC members recall a discussion with the Fire Chief about how buildings in Richmond could not be  
23 taller than 30’ or 35’ feet to fire ladder length and fire insurance.

24  
25 In regard to the Reaps request, and their intent to respond to the State of Vermont’s notice to  
26 Bidders for the construction of a new State Lab, Fausel stating he is currently employed by, and has  
27 partial ownership interest in, a private lab which would be in direct competition by the proposed  
28 State Environmental Lab. He stated that if this posed a conflict of interest then he would recuse  
29 himself from the discussion. The Commission felt this would not pose a conflict.

30  
31 The Planning Commission reviewed the draft Letter of Intent for the Reaps and made some  
32 changes. LaBounty signed the letter for the Reaps.

33  
34 Rock distributed the proposed changes to the Gateway District as drafted by LaBounty and Cousins.  
35 The PC will review ready for the next meeting.

### 36 37 38 **Adjournment**

39  
40 Parke made a motion to adjourn, seconded by Tellstone. So voted.

41  
42 The meeting adjourned at 8:45PM.

43  
44 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB