

**Richmond Planning Commission**  
**Regular Meeting**  
**Wednesday, June 1, 2016**  
**Unapproved Minutes**

**Members Present:** Sean Foley, Brain Tellstone, Lauck Parke, Marc Hughes, Joy Reap, Clare Rock  
(Staff)

## **Others Present:** Bob Reap

## **Public Comment – n/a**

**Chittenden County Regional Planning Commission (CCRPC) Presentation**

- Guest: Regina Mahoney, Senior Planner, CCRPC

## Presentation on the role of the Regional Planning Commission –

Role of the Regional Planning Commission (RPC):

1. Mutual cooperation between member towns, regions and the state, 2. Advise and assist local plan and bylaw creation 3. Regional plan prep 4. Review proposed state capital expenditures, 5. Assist in Act 250 and Section 248 reviews, 6. Confirm municipal planning programs and benefits

Will review the town plan at any stage in the drafting process, will need to get a draft to the RPC prior to the town public hearing. Some selectboards like to have the RPC approval before their hearings.

The RPC ECOS plan is the regional plan, adopted in 2013 – brings together the regional plan, the regional transportation plan and the comprehensive economic development plan. Mahoney went thru the 8 major strategies from the ECOS plan:

1. Economy (housing was a key element of the economic strategy)
  2. Smart Growth (strive for 80% of new development in the 15% of the county planned for growth)
  3. Water Quality (need to reduce phosphorus levels and reduce TMDL's [total maximum daily load from waste water treatment facilities], local towns will need to ensure roads are not increasing erosion and run off into local rivers and streams)
  4. Rural Lands Protection (both working lands and for habitat protection)
  5. Public Health (partly addresses hazard mitigation planning, working with other partners)
  6. Education (working with other partners, universally per-Kindergarten, effective 2016, many challenges, Building Bright Futures and the Lets Grow Kids are working on defining some opportunities)
  7. Finance (keeping costs of governance affordable – municipalities need help with the infrastructure costs, maybe increase the number of TIF's [tax incremental financing])
  8. Equity (to engage the underrepresented populations – in Winooski hired teens who speak the immigrant languages to go door to door to talk to residents)

Every year the RPC puts out a request to municipalities to seek assistance for projects. They have cash for transportation projects, land use side doesn't have cash, but have hours to dedicate.

## Legislative Update –

Act 60 – municipal plans adopted after July 1, 2015 will expire in 8 years, rather than 5 years. Would be good to prioritize the actionable items that are manageable within the 8 year. CCRPC is working with Bolton and are having discussions to keep the data in a community fact book, and keep online or separate document. The most important part is to ensure the plan has a clear set of policies/principles within the plan.

Last night Lauck Parke attended the CCPRC PC Summit, he heard: shorter is better, plans should be forward looking (leave the historical/past information behind). Discussion included the plans don't need to have an entire natural resource inventory within the plan. Rapid Fire Discussion at the CCRPC Summit included the following topics: Engagement (Richmond was

praised), Housing (and the housing crisis) Legislative Update, “Take the Plans out of the box” where the focus of plans should be on the future, instead of an historical repository and that the best plans are ones which focus on non-regulatory approaches.

Legislative Update:

Act 89 – inter municipal service agreements, giving RPC’s authority to enter into, method of withdrawal and method for terminating the agreements.

S.230 – Energy Bill. The Governor may veto it. The intention was to give municipalities a higher say in the siting of energy facilities. CCRPC will start work on regional energy planning. On June 23 CCRPC will host a regional energy forum to start the process. Discussion followed about the Department of Public Service process. Regina can send an email.

Energy, housing, and water quality are the big topics the RPC will be working on.

The CCRPC asked if there was any training Richmond would like.

### **Annual Organizational Meeting**

- Review Rules of Procedure and Code of Ethics
  - o Discussion about the Conflict of Interest – clarification on if a person has a conflict, they leave the room and return as a member of the public and abstain from the voting. In regard to a specific proposal, but not about general lands in general. Mark Fausel mentioned the SB will be re-look Code of Ethic, the PC would like to be part of the conversation.

- Election of Officers

*Reap made a motion to nominate Foley as chair, seconded by Parke. All in favor, so voted.*

*Foley made a motion to nominate Reap as vice chair, seconded by Parke. All in favor, so voted.*

### **Consider Zoning Change Requests**

- Gateway Commercial Zoning District (Reap request)
- Joy Reap left the room and re-entered as a member of the public. Rock distributed copies of the zoning regulations. Joy and Bob Reap handed out “Gateway Zoning Discussion, dated 6/1/2016” which outlines the situation, which includes: developing commercial is challenging due to the glut of vacant commercial space in Williston, restaurant and retail uses were taken out by select board. Housing is desirable. The Reaps requests are the following: retail and restaurant as allowable uses and remove the 40% commercial development requirement.

Discussion followed about the previous zoning changes, the potential for the district to develop as residential, the future of the area, and the potential for interim zoning. Discussion will be continued at the next meeting. Reap left the room and reentered as PC member.

### **Adjourn**

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

The meeting ending at 9:15pm

Respectfully submitted by Clare Rock, Town Planner