

1 Richmond Planning Commission

2 Regular Meeting

3 Wednesday, March 4, 2015

4 Approved Minutes

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

7 **Others Present:** Clare Rock (Town Planner/Staff to the DRB); see attached list

8
9 **Fausel called the meeting to order**

10
11 **Public comment**

12 Ann Cousins announced she will be moving out of Richmond in June and therefore will be
13 resigning from the Planning Commission.

14
15 **Administrative Items**

16
17 **Approve Meeting Minutes – February 18, 2015**

18
19 LaBounty made a motion to approve the minutes, seconded Cousins, all in favor. So voted.

20
21 **Mail and Staff Updates**

22
23 **Staff updates**

24 Not much to report. TDRB hasn't meet in awhile. Fausel inquired about ZA inquiries and asked if
25 the ZA can prepare a running report on problems and/or "frequently asked questions" and provide
26 quarterly report to PC. LaBounty requested that if the PC received these types of reports, the PC
27 should have a course of action to ensure that the issues can be addresses in a timely manner, such as
28 making changes to zoning regulations.

29
30 **Fees and Technical Review Fee's**

31 Rock provided an update – the proposed changes have been forwarded to the Selectboard and they
32 were receptive to the changes and will be scheduling a public hearing in which to adopt the
33 changes. Rock will find out the date of the hearing.

34
35 **Public Works Specifications**

36 Rock reported the Town Manager, Highway Foreman, and ZA meet to discuss the draft document.
37 The Water and Sewer Department will be providing comments. Together this group will be working
38 on minor changes to develop a final draft in the Spring.

39
40 **Town Plan Discussion**

41 Rock provided an overview of the Steering Committee meeting (for complete update please see the
42 Steering Committee meeting notes from March 4. LaBounty attended the Steering Committee
43 meeting. The PC agreed it would be beneficial to have a PC member at the Steering Committee
44 meetings and that having a "Terms of reference" documents (which outlines the responsibilities of
45 the committee) would be beneficial. Rock distributed a copy of the Questionnaire which was also
46 provide to the Steering Committee and requested PC members fill it out and get back to the
47 Planning Office. In regard to the tag line/logo aspect of the Questionnaire Marc Hughes offered to
48 create an image to go along with the process name. Rock will also distribute a fillable pdf copy of
49 the survey. The consultants will be giving a presentation on March 25 5:30-7:30pm in which they'll
50 present different public engagement options. The PC will not meet on March 18 and instead will
51 attend the March 25 presentation.

52
53 Brief discussion and update on the Gateway zoning changes followed.

1
2 The PC started to review Section 2 of the Town Plan. Discussion followed about the format and the
3 pro’s and con’s of keeping the data within the narrative section of the plan or to just include the data
4 within the appendix and just reference it.

5
6 Discussion followed about the content of the plan and the statutory requirements. Rock reference
7 the State planning goals and the required elements of the town plan. Foley requested a link to the
8 Chp 117 State Planning Goals.

9
10 Discussion followed about the lack of references to public safety and crime rates. Rock suggested
11 including some overarching principles, such as those used in Sustainability planning where every
12 goal and strategy must have a social, economic, and environmental benefit.

13
14 Discussion about the level of data, which will be collected as part of the plan. Rock mentioned the
15 consultants would be updating the census and economic data. Foley mentioned the City data
16 website.

17
18 LaBounty inquired about whether we will have a study tell us how much commercial development
19 we need. This could be hard to quantify due to both the lack of local data and the lack of funding to
20 undertake a specialized study. Rock mentioned a study with looks at the connection between
21 commercial development and property taxes. Rock will send a link to the study.

22
23 Heidi Bormann suggested reviewing the adjoining town’s town plan and zoning would be
24 beneficial. Foley suggested looked at the Town of Georgia and Hinesburg’s town plans and zoning
25 as they are similar sizes and proximity to Burlington.

26
27 Lauck suggested we have an economist come (like Art Wolf) to Richmond and provide a
28 presentation about economics in Vermont. Discussion about the format of the workshops.

29
30 Heidi Bormann suggested the need to get more people who live in the village involved in the
31 process of the town plan as much of what is being discussed is about the village.

32
33 Fausel requested putting together a list of new E911 addresses in the last 15 year which would
34 basically to provide an overview of the location of recent development.

35
36 Tellstone suggested the need for more parking in the village, maybe even consider a parking garage.

37
38 **Next meetings**

- 39 No March 18 meeting
- 40 March 25 – consultant’s presentation
- 41 April 1 – regular meeting

42
43 **Adjourn**

44 Tellstone made a motion to adjourn, seconded by Cousins, all in favor. So voted.

45
46 The meeting ending at 9:05PM.

47
48 Respectfully submitted by Clare Rock, Town Planner/Staff to the DRB