

Memo

Date: May 15, 2023

To: Town of Richmond Selectboard

From: Virginia Clarke, Planning Commission Chairperson

At the Selectboard meeting of May 1st, the Board discussed the proposed Residential/Commercial Zoning District amendments proposed by the Planning Commission. Following the discussion, two motions were approved that would create changes in these documents.

The first motion approved removal of the Jericho Road-facing parcels from the new Village R/C district. This the planning staff has done, and a new zoning map to this effect has been prepared, with the assistance of CCRPC.

The second motion is problematic, and the planning staff has recommended that the Board vote to vacate this motion prior to setting a date for the final hearing. The reason for this is that, though these changes were discussed by the Planning Commission, they were not formally approved for submission to the Selectboard, and I should not have recommended them to the Board for approving. The changes suggested in this motion relate to the "Multiple Structures on a Lot" language (sections 3.3.3, 3.3.5[d], 3.4.3, 3.4.5[d]). These may be something that may be considered in a future amendment packet if the Planning Commission so votes, but the originally submitted language is adequate at this time. The originally submitted documents should be presented at your final hearing, along with the new map.

The Planning Commission was unable to discuss either of these motions at our meeting of May 3rd due to a lack of quorum and thus a cancellation of the meeting. However, in our reading of the statute (24 VSA 4442) the Planning Commission is not actually required to discuss or agree to any changes, merely to "...amend the report...to reflect the changes made by the legislative body," so reverting to the originally-approved documents --- with the exception of the mapping changes which originated with the Selectboard – seems the best way to move this matter forward. Following this memo you will find two motions, the first to vacate the decision to change the text, thus reverting to the original language; and the second to set the date for the final public hearing on the documents (including the new map) for the Selectboard's June 5th meeting. We would not expect this hearing to be very controversial, as the map changes made reflect the public comment from the first hearing.

We suggest the following schedule for moving forward:

- 5/15/23 – motion to vacate and motion to set final public hearing date for 6/5/23
- 6/5/23 – final public hearing as agenda item at regularly scheduled meeting with consideration of approving amendments at that time

It is great to have a planning staff back to keep me on track as we move these amendment processes forward! We are also hoping for additional Planning Commissioners, or a reduction in the number of seats on our Board so that we do not struggle for a quorum as we have done lately.

Thank you for your understanding.

Memo

Motions:

1. "I move that the motion of 5/1/23 to approve 'changes to sections 3.3.3, 3.3.5[d], 3.4.3, and 3.4.5[d], as presented by the Chair of the Planning Commission', be vacated, as these changes to the documents 'Gateway and Village Residential/Commercial Zoning Districts and Associated Amendments' were not correctly approved for recommendation by the Chair of the Planning Commission. "
2. "I move that the Selectboard set the date for the final public hearing on the documents "Gateway and Village Residential/Commercial Zoning Districts and Associated Amendments" for June 5, 2023, and that the planning staff carry out the required notifications. These documents amend the following sections of the Richmond Zoning Regulations: sections 2.5.2, 3.1.1, 3.1.2, 3.2.1, 3.2.2, 3.3, 3.4, 3.5.1, 3.5.2, 3.6.1, 3.6.2, 3.7.1, 3.7.2, 3.8.1, 3.8.2, 3.9.1, 3.9.2, 3.10.1, 3.10.2, 4.5, 5.5, 6.1.2, 6.13, 7 and the Official Zoning District Map. Minor references related to the district name changes have been amended in the following additional sections: Table of Contents, 2.1, 5.7.3, 5.7.4, 5.12.2, and Index. In addition, the documents are accompanied by the required Bylaw Amendment Reports."