

**PLANNING COMMISSION  
PRELIMINARY MINUTES**

**REGULAR MEETING**

November 22, 2011

**MEMBERS PRESENT:**

Fred Glover, Chairman  
Terry Carter

Alan Couch  
Ethan Gilmour

Steve Stengel  
Norman Vanasse

**MEMBERS ABSENT:**

Alan Couch

Christine Fuller

**OTHERS PRESENT:**

Rose Goings  
Jason Rasmussen

Lisha Klaiber, Recorder  
Duncan Love – LPC-TV

**1. CALL TO ORDER**

A. Fred Glover called the meeting to order at 5:30 p.m.

**2. ROLL CALL BY RECORDING SECRETARY**

A. All members present, except Christine Fuller.

**3. APPROVE MINUTES**

A. The minutes to be approved are from the meeting of November 22, 2011.

B. **MOTION by Terry Carter and seconded by Norman Vanasse to approve the minutes from November 22, 2011 as presented. Motion passed unanimously.**

**4. COMMENTS FROM CITIZENS**

A. There were none

**5. TOWN PLAN**

A. Fred Glover complimented the Jason Rasmussen on the nice job he did putting the final draft together.

B. Jason Rasmussen said that he also handed out the draft of the written report that is need for public hearings. This draft is missing some photographs and Appendices D and E. He has a copy of the 2008 Survey, but it is not a good one. He explained that the board must warn a public hearing. They also have to notify and send copies of the draft to surrounding towns, the State, our Regional Planning commission and Rutland Regional Planning Commission. People and other interested parties may make comments at the public

- hearing. After the hearing, this board will go over comments from the public hearing and revise, it needed the plan. Then they will send it to the Select Board and Trustees. There is not enough time to schedule the hearing for the January meeting.
- C. Fred Glover said he would like to try to have the hearing before the regular February meeting.
  - D. Rose Goings said she would have to get it in the paper by next week and she is not sure what the deadlines are with the Christmas holidays.
  - E. Steve Stengel asked if they can make changes after the hearings.
  - F. Jason Rasmussen said yes, if they are non-substantive. If they are big changes, you may have to re-warn a hearing.
  - G. The board discussed possible dates for the hearing and decided on Thursday, February 9, 2012 at 6:00 p.m.
  - H. Alan Couch asked about having a regular January meeting.
  - I. The board discussed this and said that at this point, they would not want to start on something else in January. They would like to finish the town plan first.
  - J. Fred Glover suggested having the public hearing on the 9<sup>th</sup> and then the regular February meeting on the 21<sup>st</sup> to review the comments from the public hearing. He asked the board about changing regular meeting times to 6:00 p.m.
  - K. **MOTION by Terry Carter and seconded by Norman Vanasse to change regular meeting start times to 6:00 p.m. starting with the meeting on February 21, 2012. Motion passed unanimously.**
  - L. Jason Rasmussen asked for comments on the written report. He said that it is a standard, required format.
  - M. **MOTION by Norman Vanasse and seconded by Terry Carter to approve by the Planning Commission Reporting Form for the Ludlow Municipal Plan Amendments as submitted by Jason Rasmussen. Motion passed unanimously.**
  - N. **MOTION by Steve Stengel and seconded by Alan Couch to schedule and warn as required a Public Hearing for the Ludlow Municipal Plan on Thursday, February 9, 2012 at 6:00 p.m. Motion passed unanimously.**
  - O. Fred Glover said that the town plan is a nice presentation and reads well. It is a fine job.
  - P. Norman Vanasse said the glossary is great.
  - Q. Terry Carter said that she likes the inserts about the historical figures.
  - R. Fred Glover said that Jason Rasmussen did an extraordinary job and other members of Regional were also helpful. Fred Glover said this was an educational experience for him. He is glad that this board did not hire out the town plan and put in a lot of local effort. He hopes that it will be helpful to Rose Goings and other town boards. He asked Jason Rasmussen if he would be available for the public hearing.
  - S. Jason Rasmussen said yes. He said that he spoke to Frank Heald about the Select Board and Trustees hearings and he is also will to attend those.
  - T. Fred Glover said that he would like to somehow acknowledge Jason Rasmussen for his help in the town plan.
  - U. Jason Rasmussen said that some other town plans list Planning Commission members and others who contributed to their plans.
  - V. The board agreed that would be a good idea.
  - W. Jason Rasmussen brought up some items that he had left highlighted in the draft.
  - X. Page 45, "similar to chapter 4"
  - Y. Board reviewed items and decided to leave this in.
  - Z. Page 52 #6 and 7 – board decided to combine
  - AA. Page 86 – Jason Rasmussen added some additional language and the board decided to keep it

- BB. Page 59 – Jason Rasmussen said that per state requirements, he added a sentence and the board retained the change
- CC. Page 44 – Jason Rasmussen said that he beefed up the goals somewhat and said that what he added would be a requirement after July 1, 2012. Board kept this.
- DD. Fred Glover noted a strikeout on page 31. He added that some people may say that this town plan contains a regional agenda, but it is not inappropriate or incompatible with Ludlow.
- EE. Jason Rasmussen said that the town plan must be consistent with state and regional plans. He said that if something comes up at the hearing, it can be addressed.
- FF. Steve Stengel said this plan is a great blending of Ludlow, regional and state goals.
- GG. Terry Carter said it was really helpful to have all of the experts come in.
- HH. Fred Glover said the for the people at Regional, this is a fulltime job and they understand the requirements. He added that he hopes there is a turnout at the hearing.

6. **OTHER BUSINESS**

- A. Timber Creek II
  - i. Jason Rasmussen said that Timber Creek II has completed the Ludlow portion of their application process and are preparing for Act 250. They have asked Regional for assistance with the Traffic Impact section and we will share with you our findings.

7. **ADJOURN**

- A. **MOTION by Alan Couch and seconded by Ethan Gilmour to adjourn this final Planning Commission meeting of 2011. Motion passed unanimously.**
- B. Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Lisha Klaiber

---

Fred Glover, Chairman

---

Ethan Gilmour

---

Terry Carter

---

Steve Stengel

---

Alan Couch

---

Norman Vanasse

---

Christine Fuller

**PLANNING COMMISSION  
MINUTES**

**REGULAR MEETING**

December 20, 2011

MEMBERS PRESENT:

Fred Glover, Chairman  
Terry Carter

Alan Couch  
Ethan Gilmour

Steve Stengel  
Norman Vanasse

MEMBERS ABSENT:

Alan Couch

Christine Fuller

OTHERS PRESENT:

Rose Goings  
Jason Rasmussen

Lisha Klaiber, Recorder  
Duncan Love – LPC-TV

1. **CALL TO ORDER**

A. Fred Glover called the meeting to order at 5:30 p.m.

2. **ROLL CALL BY RECORDING SECRETARY**

A. All members present, except Christine Fuller.

3. **APPROVE MINUTES**

A. The minutes to be approved are from the meeting of November 22, 2011.

B. **MOTION by Terry Carter and seconded by Norman Vanasse to approve the minutes from November 22, 2011 as presented. Motion passed unanimously.**

4. **COMMENTS FROM CITIZENS**

A. There were none

5. **TOWN PLAN**

A. Fred Glover complimented the Jason Rasmussen on the nice job he did putting the final draft together.

B. Jason Rasmussen said that he also handed out the draft of the written report that is need for public hearings. This draft is missing some photographs and Appendices D and E. He has a copy of the 2008 Survey, but it is not a good one. He explained that the board must warn a public hearing. They also have to notify and send copies of the draft to surrounding towns, the State, our Regional Planning commission and Rutland Regional Planning Commission. People and other interested parties may make comments at the public

- hearing. After the hearing, this board will go over comments from the public hearing and revise, it needed the plan. Then they will send it to the Select Board and Trustees. There is not enough time to schedule the hearing for the January meeting.
- C. Fred Glover said he would like to try to have the hearing before the regular February meeting.
- D. Rose Goings said she would have to get it in the paper by next week and she is not sure what the deadlines are with the Christmas holidays.
- E. Steve Stengel asked if they can make changes after the hearings.
- F. Jason Rasmussen said yes, if they are non-substantive. If they are big changes, you may have to re-warn a hearing.
- G. The board discussed possible dates for the hearing and decided on Thursday, February 9, 2012 at 6:00 p.m.
- H. Alan Couch asked about having a regular January meeting.
- I. The board discussed this and said that at this point, they would not want to start on something else in January. They would like to finish the town plan first.
- J. Fred Glover suggested having the public hearing on the 9<sup>th</sup> and then the regular February meeting on the 21<sup>st</sup> to review the comments from the public hearing. He asked the board about changing regular meeting times to 6:00 p.m.
- K. **MOTION by Terry Carter and seconded by Norman Vanasse to change regular meeting start times to 6:00 p.m. starting with the meeting on February 21, 2012. Motion passed unanimously.**
- L. Jason Rasmussen asked for comments on the written report. He said that it is a standard, required format.
- M. **MOTION by Norman Vanasse and seconded by Terry Carter to approve by the Planning Commission Reporting Form for the Ludlow Municipal Plan Amendments as submitted by Jason Rasmussen. Motion passed unanimously.**
- N. **MOTION by Steve Stengel and seconded by Alan Couch to schedule and warn as required a Public Hearing for the Ludlow Municipal Plan on Thursday, February 9, 2012 at 6:00 p.m. Motion passed unanimously.**
- O. Fred Glover said that the town plan is a nice presentation and reads well. It is a fine job.
- P. Norman Vanasse said the glossary is great.
- Q. Terry Carter said that she likes the inserts about the historical figures.
- R. Fred Glover said that Jason Rasmussen did an extraordinary job and other members of Regional were also helpful. Fred Glover said this was an educational experience for him. He is glad that this board did not hire out the town plan and put in a lot of local effort. He hopes that it will be helpful to Rose Goings and other town boards. He asked Jason Rasmussen if he would be available for the public hearing.
- S. Jason Rasmussen said yes. He said that he spoke to Frank Heald about the Select Board and Trustees hearings and he is also will to attend those.
- T. Fred Glover said that he would like to somehow acknowledge Jason Rasmussen for his help in the town plan.
- U. Jason Rasmussen said that some other town plans list Planning Commission members and others who contributed to their plans.
- V. The board agreed that would be a good idea.
- W. Jason Rasmussen brought up some items that he had left highlighted in the draft.
- X. Page 45, "similar to chapter 4"
- Y. Board reviewed items and decided to leave this in.
- Z. Page 52 #6 and 7 – board decided to combine
- AA. Page 86 – Jason Rasmussen added some additional language and the board decided to keep it

- BB. Page 59 – Jason Rasmussen said that per state requirements, he added a sentence and the board retained the change
- CC. Page 44 – Jason Rasmussen said that he beefed up the goals somewhat and said that what he added would be a requirement after July 1, 2012. Board kept this.
- DD. Fred Glover noted a strikeout on page 31. He added that some people may say that this town plan contains a regional agenda, but it is not inappropriate or incompatible with Ludlow.
- EE. Jason Rasmussen said that the town plan must be consistent with state and regional plans. He said that if something comes up at the hearing, it can be addressed.
- FF. Steve Stengel said this plan is a great blending of Ludlow, regional and state goals.
- GG. Terry Carter said it was really helpful to have all of the experts come in.
- HH. Fred Glover said the for the people at Regional, this is a fulltime job and they understand the requirements. He added that he hopes there is a turnout at the hearing.

6. **OTHER BUSINESS**

- A. Timber Creek II
  - i. Jason Rasmussen said that Timber Creek II has completed the Ludlow portion of their application process and are preparing for Act 250. They have asked Regional for assistance with the Traffic Impact section and we will share with you our findings.

7. **ADJOURN**

- A. **MOTION by Alan Couch and seconded by Ethan Gilmour to adjourn this final Planning Commission meeting of 2011. Motion passed unanimously.**
- B. Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Lisha Klaiber

---

Fred Glover, Chairman

---

Ethan Gilmour

---

Terry Carter

---

Steve Stengel

---

Alan Couch

---

Norman Vanasse

---

Christine Fuller