

**PLANNING COMMISSION**

**PRELIMINARY MINUTES**

**REGULAR MEETING**

October 18, 2016

**MEMBERS PRESENT:**

Alan Couch, Chair  
Terry Carter

Alan Isaacson  
Norm Vanasse

Logan Nicoll

**STAFF PRESENT:**

Rose Goings

**OTHERS PRESENT:**

Jason Rasmussen  
Anna Miele

Adam Sayres - LPC-TV  
James Miele

Lisha Klaiber, Recorder

**1. CALL TO ORDER**

A. Alan Couch opened the 6:00 p.m.

**2. ROLL CALL BY RECORDING SECRETARY**

A. All Planning Commission members present.

**3. APPROVE MINUTES**

A. The minutes to be approved are from the meeting of September 20, 2016.

B. **MOTION by Alan Isaacson and seconded by Terry Carter to approve the minutes September 20, 2016 as presented. Motion passed unanimously.**

**4. COMMENTS FROM CITIZENS**

A. James Miele said they thought there was going to be discussion regarding the stone house next to 85Main Street.

B. Rose Goings explained that the owners have applied to demolish the building and that the discussions for that are scheduled for the DRB meeting on November 14, 2016.

**5. SIGN MUNICIPAL PLANNING GRANT AND REVIEW**

A. Alan Couch said that Jason Rasmussen had put together a spreadsheet for the application and that he likes the answers that Jason Rasmussen had put on the application.

- B. Rose Goings said she had also reviewed the application that Jason Rasmussen had put together. She said it is basically the same as the application presented to the Select Board.
- C. Jason Rasmussen said he had also worked on the narrative.
- D. Rose Goings said that the narrative was in the body of the email that she had forwarded to board members from Jason Rasmussen.
- E. Jason Rasmussen said that this application is due October 31<sup>st</sup>.
- F. Rose Goings said that the application presented to the Select Board was for \$7,500, but the final draft came out to \$7,950. The maximum request before a local match is required is \$8,000.
- G. Alan Couch asked if Green Mountain Power should be added to Section 5B.
- H. Jason Rasmussen said yes and that he would take care of it.
- I. Logan Nicoll asked why they did not list Jason Rasmussen as working on that section also.
- J. Jason Rasmussen said it would make sense to do that.
- K. Terry Carter said the purpose would also be to help people become more aware of potential energy savings.
- L. **MOTION by Terry Carter and seconded by Logan Nicoll to authorize Alan Couch to review and sign the application for up to with the change in requested amount from \$7,500 to \$7,950. Motion passed unanimously.**
- M. Jason Rasmussen said the application is done on-line and he will work with Rose Goings and Frank Heald. He said they should hear by January if the grant is approved.

## 6. VILLAGE CENTER MEETING

- A. Alan Isaacson recounted that he, Rose Goings and Jason Rasmussen had gone to a meeting with the State Downtown Board to discuss Ludlow's request to expand the Village Designation. As a result of the meeting, Ludlow was approved to expand the designation with the amended area. He advised that there is also a limit to the tax credits that people can apply for.
- B. Rose Goings said if tax credits are denied, people may reapply.

## 7. TOWN PLAN

- A. Alan Isaacson advised that a recent article in THE MESSAGE had discussed Chester's Master Plan Steering Committee and noted that Ludlow's Municipal Plan is not really a plan. It is not well organized, and does not really tell where we want Ludlow to go and how we plan to get there. There are recommendations, but no real means to get there.
- B. Jason Rasmussen said that could be addressed in the Implementation section.
- C. Alan Isaacson said that Chester has a budget of \$70,000 to do the plan, with grants for up to 90% of the cost.
- D. Alan Couch said that he agrees with Alan Isaacson. He said that when he got on the board, they were working on a draft from Burnt Rock. We need to have something that will be relevant in 15 to 20 years.
- E. Alan Isaacson said that the Planning Commission had taken the work done by Burnt Rock and re-worked it.
- F. Rose Goings said that Burnt Rock got kicked out.
- G. Alan Isaacson said what we have is not a plan you can follow. We need to look at where we think the town should be and where we want it to go.

- H. Terry Carter said that when the Planning Commission did the survey years ago, they had not gotten prior approval from the Select Board.
- I. Jason Rasmussen said that the grant that Chester received is coming around again. We can look at the parameters for the grant and if possible, apply. He said that that all regional plans expire at the end of the month. He then asked when this board considers as the expiration for this town plan. He said that it was originally adopted in March, 2013, but amended most recently in 2015. The state has passed a new law, Act 90. If a plan was adopted prior to 2015, it expires 5 years from the date of adoption. Any plan adopted after July 1, 2015 does not have to be readopted for 8 years. The question is, which date does Ludlow use, 2013 or 2015.
- J. Alan Couch said if we use 2013, it will expire in 2018.
- K. Rose Goings said they may re-adopt it.
- L. Jason Rasmussen said there are also new requirements to re-adoption, including sending a list of recommendations to Regional Planning Commission, engaging the community and asking if it is consistent with the state plan. There are others and he will send a link to the board.
- M. Rose Goings said that with regard to engaging the community, the Planning Commission has open meetings every month.
- N. Terry Carter suggested another survey.
- O. Jason Rasmussen said that at this point, he does not know how far to take this.
- P. Alan Isaacson said if they use the 2015 date, they do not have to readopt until 2023.
- Q. Jason Rasmussen asked if the 2015 was adopted or amended.
- R. Alan Isaacson showed the cover on the projector; it said adopted in 2013, amended in 2015.
- S. Rose Goings said if you lose the town plan, you also lose the Village Center designation.
- T. Jason Rasmussen added you also cannot amend the zoning regulations and lose status at Act 250.
- U. Alan Couch said we will need 1 ½ years to do this.
- V. Alan Isaacson suggested that with Planning Commission public hearings and Select Board public hearings, you may want to say we only have one year.
- W. Terry Carter said there was a lot of data in the last town plan.
- X. Alan Couch said he does not think we need that much data.
- Y. Alan Isaacson said it could be put in the addenda and then changed when needed.
- Z. Jason Rasmussen said there is less importance to data now.
- AA. Alan Couch suggested to board members that they review the town plan before the next meeting and be able to make suggestions at that meeting.
- BB. Jason Rasmussen said he would send board members a link to what is now required from the state.

## 8. OTHER BUSINESS

- A. Public Hearings
  - i. Alan Isaacson asked about scheduled public hearings on the change to the town plan for the Select Board and Trustees
  - ii. Rose Goings said the Select Board public hearing is scheduled for November 7, 2016 at 7:00 p.m., and the one for the Trustees is scheduled for December 6, 2016 at 6:00 p.m. She invited all board members to attend these hearings.
- B. Next meeting – November 15, 2016.

9. **ADJOURN**

- A. **MOTION by Alan Isaacson and seconded by Logan Nicoll to adjourn this meeting.  
Motion passed unanimously.**
- B. Meeting adjourned at 6:36 p.m.

Respectfully submitted,

Lisha Klaiber

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Alan Couch, Chairman

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Logan Nicoll

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Terry Carter

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Norman Vanasse

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Alan Isaacson