

PLANNING COMMISSION

**MINUTES
REGULAR MEETING**

May 19, 2015

MEMBERS PRESENT:

Alan Couch, Chair
Terry Carter

Alan Isaacson
Norm Vanasse

Logan Nicoll

STAFF PRESENT:

Rose Goings

OTHERS PRESENT:

Robin Anderson
Betty Briggs
Ronald Briggs

Jon Lannon
Jason Rasmussen
Marissa Selleck

Lisha Klaiber, Recorder
Vincent Guerrero - LPC-TV

1. CALL TO ORDER

A. Alan Couch called the meeting to order at 6:03 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 April 21, 2015.

B. **MOTION by Terry Carter and seconded by Logan Nicoll to approve the minutes April 21, 2015 as presented. Motion passed unanimously.**

4. COMMENTS FROM CITIZENS

A. There were none

NOTE: Alan Isaacson maintains the files on his computer and notates suggestions and possible changes as they are discussed.

5. CHANGES TO MUNICIPAL PLAN

A. Add Chapter on Flood Resiliency

- i. Alan Isaacson advised that he had added the Flood Resiliency Chapter as discussed at previous meetings.
 - ii. Jason Rasmussen said they also needed to add Air Resources information and he had added a section. This is per state statute and the wording that he used is similar to other town plans. It says we meet current National Air Standards and the town wants to keep it that way.
 - iii. Alan Isaacson said the Flood Resiliency Chapter is number 11. He said that he added the charts discussed at the last meeting and, other than formatting, there were no other changes. He said that the board will need to hold a public meeting before sending this to the Select Board and Trustees. He asked if board members wanted to read it before the next meeting and come back with questions or comments.
 - iv. Terry Carter asked if they had ever read it out loud before.
 - v. Jason Rasmussen said in 2012. He added that other than the wording in colored fonts, it is basically the same as in 2012.
 - vi. Rose Goings said they would be able to do it next month.
 - vii. Alan Isaacson said that Rose Goings will not be at the meeting on June 23, 2015.
- B. Add Village Center Designation Text and Map
- i. Alan Isaacson said he added a map of the current Village Center Designation area and a map of the proposed expansion to the Village Center Designation, noting it is subject to state approval. The information may stay in the town plan, because it describes what the town would like to do.
 - ii. Jason Rasmussen said it also justifies a reason for the state to allow the expansion.
 - iii. **MOTION by Terry Carter and seconded by Alan Isaacson to schedule a public hearing for June 23, 2015, to discuss the inclusion of the Flood Resiliency Chapter and changes to the Village Center Designation. Motion passed unanimously.**

6. ZONING BYLAW AMENDMENTS

- A. Village Preservation District
- i. Alan Isaacson said that when we revised the Preservation District, we neglected to put in the non-residential uses that were previously in the section, including Lot Frontage Minimum, Lot Depth Minimum, Front Yard Set Back Minimum, Rear Yard Set Back Minimum, Side Yard Set Back Minimum Lot Coverage Maximum and Building Height Maximum. To re-insert these items, we will need to hold a new public hearing and then send them to the Trustees.
 - ii. Terry Carter asked if they could hold that public hearing on the same night as the Flood Resiliency and Village Center hearing.
 - iii. Rose Goings said yes.
 - iv. **MOTION by Terry Carter and seconded by Alan Isaacson to schedule the public hearing for changes to the Preservation District on June 23, 2015. Motion passed unanimously.**
 - v. Rose Goings asked the board if they could think of anything else that might need to be added.
 - vi. Alan Isaacson suggested that all board members review the documents before the public hearings.
- B. Town Ridgelines Map
- i. Alan Isaacson said that they had highlighted peaks at a previous meeting and noted 150 and 300 feet down.

- ii. Jason Rasmussen said he tried 300 feet and some were okay and some were in part of the town and not okay. He added that 100 feet down also did not work consistently. He added that the View Shed was also not okay with everybody. He said he looked at elevations, and that also did not always work. He said that he did lines at 1500 and 1800 feet and again, for some parts of town it was okay and for other parts of town it wasn't. He said he sent copies of Woodstock and Westminster.
- iii. Alan Isaacson said that using the Woodstock method covers way too much territory and Westminster was closer to what we might need. They picked peaks and drew circles.
- iv. Jason Rasmussen said that Westminster's map was part science and part art. They looked at elevations and then drew circles.
- v. Terry Carter said there must be a way to use elevations.
- vi. Jason Rasmussen said Westminster tried and this was the outcome. It is very tricky.
- vii. Alan Isaacson said we are trying to prevent people from clearcutting any more, and if the property is already developed, to try to keep the next owners from cutting more. He said people should drive around and make note of the peaks. Possibly they could pick a peak and draw a circle a certain distance off the peak.
- viii. Jason Rasmussen said some peaks are not visible from the roads.
- ix. Alan Isaacson said to pick a peak and follow the contour around it.
- x. Norm Vanasse said there is a law in Vermont that you can only build so high.
- xi. Rose Goings said yes, 2500 feet. Anything over that must go to Act 250.
- xii. Alan Couch said Alan Isaacson is right. We can't just do elevation and feet down from elevations.
- xiii. Terry Carter said that the highest point on South Hill is 1994.
- xiv. Logan Nicoll said 1800 feet would be a good starting point. We need to blow up the map and start looking at the peaks.
- xv. Alan Isaacson asked Jason Rasmussen if they would be able to get a bigger map for the next meeting.
- xvi. Jason Rasmussen said if the board gets to something they think might work; he can put it on mapping software to see what it really looks like.
- xvii. Terry Carter said she would like to use the projector upstairs to see it on a bigger screen.

C. Town Zoning District Map

- i. Alan Isaacson said he had made some formatting changes to the zoning bylaws..
- ii. Jason Rasmussen said the map is the existing districts with hand sketched lines designating the changes. He handed out a draft of the new district lines.
- iii. Alan Isaacson noted that the board had decided to change the name of the Municipal Conservation District to Proprietary Municipal District. Referring to Rod and Gun Club Road, he said that they had changed some areas from Residential Commercial to Residential.
- iv. Logan Nicoll said that with a district listed as RC, someone could buy a property and build a gas station.
- v. Alan Isaacson showed the permitted and conditional uses in the district to the visitors.
- vi. Rose Goings said that the list shown by Alan Isaacson will be the only uses permitted in the district.
- vii. Ron Briggs noted that area listed as #7 said Government Recreation Area and there is no government land there.
- viii. Alan Isaacson said it is basically only for town and state parks.

- ix. Robin Anderson asked about the old Rod and Gun Club clubhouse and said there used to be a bar there and asked if someone could put a bar there again.
- x. Rose Goings said if the area continues to be RC, yes. If it changes to Residential, no.
- xi. Alan Isaacson said there is a time gap before the Select Board schedules a public hearing. The new changes would not be in effect until that time.
- xii. Ron Briggs asked if they would be notified about another meeting.
- xiii. Alan Isaacson said this board needs to finish its work before scheduling a public hearing.
- xiv. Logan Nicoll said that we have to post all public hearings in 3 places and on the website.
- xv. Rose Goings advised that public hearings are posted on the Town Hall bulletin boards, the Berkshire Bank Bulletin Board and the Post Office Bulletin Board, as well as the website and in THE VERMONT JOURNAL.
- xvi. Robin Anderson asked when this would happen.
- xvii. Alan Isaacson said 3 to 4 months.
- xviii. Logan Nicoll said the board is reviewing the entire document and that is a lot of work and takes a lot of time.
- xix. Alan Isaacson asked if the board had changed La Valleys and Doorcrafters to Industrial and asked if it had been changed on the map.
- xx. Jason Rasmussen said he would need to check. He said it looks as if La Valleys is RC1.
- xxi. Alan Couch said it is part of the Dean Brown Industrial Park.
- xxii. Alan Isaacson said there is one residential lot up there.
- xxiii. Rose Goings said that is RC on the map. She was concerned if changing that one lot to Residential would be considered spot zoning.
- xxiv. Jason Rasmussen said he would blow up the map and check and make sure the map is correct.
- xxv. Alan Isaacson asked about putting PUDs in the Industrial District. We also noted that there are PUDs in Industrial and they could be commercial developments
- xxvi. Rose Goings said that single family homes are not allowed. Why put in PUDs.
- xxvii. Alan Isaacson asked about putting PUDs in the Lakes District.
- xxviii. Rose Goings said the lots are too small.
- xxix. Alan Isaacson said if someone bought up a bunch of lots on the lake and tore down the homes, would we allow them to put in a PUD.
- xxx. Terry Carter said maybe with the new state regulations, that wouldn't be allowed.
- xxxi. Alan Isaacson said the Lakes District, Section 430, lots are 1 acre and PUDs are not listed. There are no non-residential uses there. He said they added one acre lots for non-residential in RC1 and RC2. They removed the note in the Jackson Gore District regarding what condos are.
- xxxii. Jason Rasmussen said it did not need to be there.
- xxxiii. Alan Isaacson said he took out the descriptions as the board had discussed and put in REFER TO MAP.
- xxxiv. Alan Isaacson asked if they should put PUDs in Industrial. On checking, we found that they are already in Industrial.
- xxxv. Rose Goings said that may allow residential uses.
- xxxvi. Alan Isaacson said it would have to go to the DRB.
- xxxvii. Terry Carter said to spell it out.
- xxxviii. Rose Goings said that unless spelled out specifically, that they would be for commercial uses, it may cause legal problems.

- xxxix. Jason Rasmussen said it could have clarifying language.
- xl. Alan Isaacson added in Section 270.1 “*PUDs shall only provide for space for uses that are specified in the District in which they are located.*”
- xli. Logan Nicoll said to add it to the Jackson Gore Recreation District.
- xl.ii. Jason Rasmussen asked if there are any other changes to the zoning map.
- xl.iii. Alan Couch said that one parcel in RC1 and changing Pleasant Street Extension from RC1 to Residential.
- xl.iv. Terry Carter said we need to invite the people who live there to a meeting. We should invite the Barrows family.
- xl.v. Alan Couch said it could be absorbed by the complex.
- xl.vi. Logan Nicoll asked about the 3 lots at the end of the Village RC1 on Pleasant Street.
- xl.vii. Alan Isaacson asked about the area due east of the sewer plant and the triangle on the south side of the river.
- xl.viii. Alan Couch said the triangle is part of Dean Brown.
- xl.ix. Alan Isaacson said it should be industrial.
 - l. Rose Goings said it is where the wood burning plant was supposed to be.
 - li. Logan Nicoll said IMERYS is buying some of the property there.
- D. Review Town District Standards
 - i. Alan Isaacson said that for Section 540 Signs, he tried to take what they did in the Village and organize it in the town regulations the same way, without things specific to the districts. He said they need to look at this very carefully. He said the trustees are okay with what the board did with signs in the village. The trustees also want a sign ordinance. He said that he had put one together.
 - ii. Rose Goings said they should finish with this first.
 - iii. Alan Isaacson asked board members to read the sign section before the next meeting and let him know if they have any comments or questions.
 - iv. Alan Isaacson advised that per this board’s discussions, he has also added a building height diagram. He said that he thinks that the text of the document is close to being completed. He asked the board to read through and bring comments to the next meeting. He said that the Zoning Map and Ridgeline map are still issues.
 - v. Rose Goings said they are also not done with the Lakes District.
 - vi. Terry Carter added also Pleasant Street.
 - vii. Alan Isaacson said he thought they had finished with the Lakes District.
 - viii. Rose Goings said she did not think they had made a decision as to whether to have the town take control or leave it to the state.
 - ix. Logan Nicoll said that they had discussed that things are going okay with state control and the Select Board had decided to leave it that way for now.
 - x. Alan Isaacson said the Lakes people said it is working well now.
 - xi. Rose Goings said that Marty Fino, president of the Lakes Association, had asked her where we are with it.
 - xii. Alan Isaacson said that to his recollection, we decided to leave it under the state for now.
 - xiii. Logan Nicoll said the board discussed reviewing the Lakes District and make changes to adjust to state statute.
 - xiv. Alan Isaacson suggested that they discuss this at the next meeting.
 - xv. Rose Goings said we could invite the Lakes people to the meeting.

7. **OTHER BUSINESS**

- A. Alan Couch apologized to Norm Vanasse for his reaction to Norm Vanasse accepting a phone call during the meeting. He added that as Planning Commission members, we are here on the 3rd Tuesday of each month from 6:00 p.m. to 8:00 p.m., unless we agree that the meeting has ended earlier. While we are here, the TV picks up a lot. We are working on things that are important and pertinent to the town and hoping to make valuable changes that will be relevant for many years from now.
- B. Alan Isaacson advised that the Select Board and Trustees had sent the letters to the ANR to start the process to change the River Corridor Map. We hope to meet with ANR and will discuss reasons based on Stream Geomorphic Assessment, development in town, concrete walls along the river, as well as the fact that the Jewel Brook banks didn't change during Irene.
- C. Jason Rasmussen advised that Misha Stettner, the state Shoreland Coordinator will be in Ludlow for a meeting on June 16th at 5:00 p.m. to discuss new shoreland rules. The meeting will be at the Community Center.
- D. Next meeting – June 23, 2015.
 - i. Alan Isaacson said that the text and maps for the town zoning are close. They need to work on ridgelines and the Industrial district.

8. **ADJOURN**

- A. **MOTION by Logan Nicoll and seconded by Alan Isaacson to adjourn this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 7:33 p.m.

Respectfully submitted,

Lisha Klaiber

Alan Couch, Chairman

Logan Nicoll

Terry Carter

Norman Vanasse

Alan Isaacson