

DRAFT

These minutes have not been reviewed
or approved by the convening board or commission.

PLANNING COMMISSION

SPECIAL MEETING

March 23, 2009

MEMBERS PRESENT:

Fred Glover
Terry Carter

Phil Dunwoody
Christine Fuller

Steve Stengel
Norman Vanasse

OTHERS PRESENT:

Maureen Korzun
Melinda Nye

Richard Nye

Lisha Klaiber, Recorder

1. Call to Order

- A. Fred Glover called the meeting to order at 6:05 p.m. Roll call by Recording Secretary – Phil Dunwoody arrived at 6:18 p.m.

2. Town Plan Workshop

- A. Fred Glover advised that there were some items in Chapter 2 that required work after the last meeting.
- B. Christine Fuller said that the outside consultant used the 2000 census data.
- C. Terry Carter said that she emailed Ulla Cook about town birth and death rates and population, but did not get an answer yet. Ulla Cook said she sent the information to Rose Goings. Terry Carter also emailed Judy Pullinen about the schools, but also has not heard from her.
- D. Norm Vanasse said that he would stop up at the school to try to get the information.
- E. Fred Glover said the information on town birth and death rates may be in the town annual report.
- F. Norm Vanasse said he would also stop and see Ulla Cook.
- G. Fred Glover said that they could put a footnote in the town plan indicating that all data is from the 2000 census.
- H. Christine Fuller asked if they could get an extension.
- I. Fred Glover noted that they had discussed readopting the current town plan and waiting until the 2010 census figures were available to redo the whole plan.
- J. Christine Fuller said that in the future the town plan may be online and it would be possible to update it as needed.

- K. Norm Vanasse advised that Chester recently readopted its existing town plan.
- L. Fred Glover said that he would follow up with Okemo on skier data.
- M. Terry Carter said that she emailed Rose Goings about Act 250 requirements and items that may be needed for Act 250 in the town plan. She said that Rose Goings would be attending one of their meetings.
- N. Norm Vanasse distributed copies of the 10 items that regional requires to be in town plans.
- O. Christine Fuller said the items had been covered in their existing town plan.
- P. Fred Glover suggested they move on to Chapter 3, Natural Resources.
- Q. Terry Carter said that she and Steve Stengel had gone through that chapter, but her notes were on her computer and she had forgotten to bring it this morning.
- R. Christine Fuller said that the next chapter was Housing and that originally Steve Stengel and Peter Crowley were responsible for reviewing that chapter.
- S. Steve Stengel said they had not worked on it.
- T. Christine Fuller read from the overview of the chapter. The board noted that no changes were required for paragraphs 1 and 2.
- U. Housing Trends and Characteristics.
 - i. Christine Fuller read from paragraph #1 and noted that all statistics would need to be updated. She suggested checking with the Chamber of Commerce or Regional.
 - ii. Norm Vanasse said that he would try to get updated numbers.
 - iii. Christine Fuller said that the numbers used are 9 years old and probably very different now.
 - iv. Fred Glover said that unless they can locate other sources for the information, they might have to wait until the 2010 census figures are published.
 - v. Christine Fuller finished reading the section and there were no changes needed except to update all figures.
- V. Housing Trends
 - i. Christine Fuller noted that Figure 4-3 referred to surrounding towns.
 - ii. Fred Glover said getting those numbers might also be a problem. The charts are all statistically driven.
- W. Housing Characteristics
 - i. Christine Fuller continued reading this section.
 - ii. Terry Carter said that in the last 10 years, there has been an increase in larger homes. They don't need numbers for this section.
 - iii. Fred Glover said that they ran through the elements to see if this could be done without numbers.
- X. Richard Nye said that consultants spend a lot of time on charts and graphs.
- Y. Christine Fuller suggested reading through Natural Resources. There are not a lot of figures in that section.
- Z. Terry Carter said she and Steve Stengel went through that section and made a lot of notes. They have a lot of information.
- AA. Fred Glover suggested finishing housing.
- BB. Norm Vanasse said that charts tend to be boring. It may be better to simplify with less charts and numbers.
- CC. Terry Carter said that the data supports the reasons for certain decisions.
- DD. Seasonal Housing
 - i. Terry Carter said that Ulla Cook might have some information on this from tax bills.
 - ii. Norm Vanasse said he would check with her.
 - iii. Christine Fuller said that rental bed information might be available from the Chamber of Commerce.

- iv. Norm Vanasse said that he would check with the Chamber.
- EE. Other Housing
 - i. Subsidized Housing
 - a. Terry Carter asked who would be able to call Gill about the new apartments and occupancy.
 - b. Norm Vanasse said that he would do it.
 - ii. Mobile Home Parks
 - a. Christine Fuller said the information regarding mobile home parks is pretty much the same.
 - b. Terry Carter said they would need to get updated lot rent figures. She would try to get that information.
 - iii. Employee Housing
 - a. Information may be available from Okemo.
- FF. Housing Affordability
 - i. Terry Carter said that she would try to find out median pricing for vacation homes on less than 6 acres. They also need median income figures for 2000 to 2009. She noted that the last paragraph did not make sense.
 - ii. Fred Glover agreed.
- GG. Goals
 - i. Terry Carter noted that most of what was listed as goals in the current town plan has not been done.
 - ii. Christine Fuller said they the zoning regulations for minimum lot size in the village has been reduced.
 - iii. Phil Dunwoody said that should be revisited as it goes against the characteristics of the area.
 - iv. Fred Glover said additional housing for the elderly was done at Gill Terrace.
- HH. Implementation
 - i. Fred Glover said that there is only so much that the Planning Commission can do with zoning for affordable housing. He suggested that in bullet #1, they change “encourage” to “require.”
 - ii. Phil Dunwoody said that if a developer wants to build a project, they should be required to make a certain percentage of the homes affordable.
 - iii. Steve Stengel said that Peter Crowley had said that would make it hard for a builder to make any money.
 - iv. Fred Glover asked what the reality was in this town of any more large subdivisions.
 - v. Terry Carter said that she would like to see 10% of units in a project be affordable.
 - vi. Phil Dunwoody said if that were the rule, builders would find a way to do it and still make money. He said the town plan should say that requirements for affordable housing shall be imposed on builders. He also suggested that they remove the last sentence from Bullet #2.
 - vii. Christine Fuller said that for Bullet #3, - Identify, inventory and map Ludlow’s existing housing stock – this was done for the Preservation District.
 - viii. It was decided to leave Bullet #4 as is.
- II. Phil Dunwoody asked what could be done about people who are not taking care or maintaining homes in hope that they will be able to demolish them due to hazardous or unsafe conditions. There are 2 such properties in the Preservation District. This board needs to protect older buildings. We need to talk to someone at the state level for suggestions. He volunteered to look into it.

3. **Discuss April Meetings and Set Dates**

- A. The following dates were set for end of March and April meetings:
 - i. March 30, 2009 at 6:00 p.m. – Budget Workshop
 - ii. April 14, 2009 at 6:00 p.m. – Regular meeting
 - iii. April 28, 2009 at 6:00 p.m. – Budget Workshop

4. **Minutes of Previous Meetings**

- A. Fred Glover advised that the minutes to be approved were from the regular meetings of February 17, 2009 and March 17, 2009.
- B. Norm Vanasse advised that he would like to clarify that on page 4, number 2, OO, that he was worried about fuel leakage.
- C. **MOTION by Christine Fuller and seconded by Terry Carter to approve the minutes from February 17, 2009 as presented and the minutes from March 17, 2009 as amended. Motion passed unanimously.**

5. **Other Business**

- A. Town Plan Photographer
 - i. Christine Fuller advised that the photographer had asked what his deadline would be for photographs.
 - ii. Fred Glover said early fall.
- B. Quorum and Permanent Alternate
 - i. Christine Fuller noted that there has been more than one occasion when the board did not have a quorum and asked what could be done to name Lisha Klaiber as a permanent alternate. This way, if they were short, she is always present and the meeting would not have to be cancelled or delayed.
 - ii. Fred Glover advised that Vermont Statute does allow for non-resident members to the Planning Commission provided the majority of members are residents.
- C. Rose Goings Position
 - i. Fred Glover said that he has written to Frank Heald regarding Rose Goings' position as Planning director, but had not heard from Frank Heald.

6. **Deliberative Session**

- A. **MOTION by Terry Carter and seconded by Christine Fuller to enter into Deliberative Session. Motion passed unanimously.**
- B. Board entered Deliberative Session at 7:45 p.m.
- C. Board exited Deliberative Session at 7:58 p.m.

7. **Reopen Regular Meeting**

- A. Fred Glover reopened the regular meeting at 7:59 p.m.

- B. During the Deliberative Session, the board worked on some revisions to/and completing the report on the public hearing for the Champlain Oil Petition to rezone the area between Subway and Panarello's on Route 103 to allow a restaurant with drive-through service.
- C. **MOTION by Christine Fuller and seconded by Norm Vanasse to finalize the redrafted Planning Commission report from the Municipal by Law Amendments for submission to the Select Board. Motion passed unanimously.**

8. **Adjourn**

- A. **MOTION by Christine Fuller and seconded by Steve Stengel to adjourn the meeting. Motion passed unanimously.**
- B. Meeting adjourned at 8:10 p.m.
- C. Next meeting will be March 30, 2009 at 6:00 p.m.

Respectfully submitted,

Lisha Klaiber

Fred Glover, Chairman

Christine Fuller

Terry Carter

Steve Stengel

Phil Dunwoody

Norman Vanasse