

Ludlow Planning Commission
Meeting Minutes: Regular Meeting
July 16th, 2024
6:00 p.m.

Regular Meeting

I. Call to Order:

The Regular Meeting of the Ludlow Planning Commission was called to order on Tuesday, July 16th, 2024 at 6:21 p.m. at the Ludlow Town Hall in Heald Auditorium by Theresa Gurdak-Carter.

II. Roll Call by Secretary:

Board:

Theresa Gurdak-Carter,
Ryan Silvestri,
Judith Pullinen,
Jean Strong

Recording Secretary:

Abigail Childs

Public:

Eric Alden,
Jarrod Jowdy,
Noah Schmidt,
Jason Rasmussen,

Board Absent:

Ted Silvestri

III. Opening Statement by Chair

1. N/A

IV. Considerations of any Changes, Additions, or Removal to the Agenda

1. N/A

V. Comments from Citizens

1. N/A

VI. Approval of Minutes

1. May 21, 2024
 - a. The motion for accepting the corrected agenda needs to be edited: The motion was made by Teresa Gurdak-Carter, seconded by Jean Strong, and passed.
 - b. #21 - She said Ryan, Rose, and I, but it should be changed to "Jason, Rose, and I".
 - c. #66 - "River corridor said" ...sentence needs to be fixed.

- d. **Ryan Silvestri motions to accept the minutes of May 21 as amended. Seconded by Teresa Gurdak Carter. Abstained by Judy Pullinen. All approved. Motion passed.**
2. June 18, 2024
- a. Change from a public hearing to a special meeting.
 - b. #6 (3C) - it should be Rose, Jason, and Terry had the meeting.
 - c. #XII - It should say 6 Main - not man.
 - d. #10 - the word should be 10 inches above a foot, not 2.
 - e. Section 7 #12 - change to Jason said (not Justin)
 - f. #16 - fix the word "that"
 - g. #20 - fix the word "and"
 - h. #22 - needs to word added "to" for sentence
 - i. XIII - Noah says... there should be #1, and #9 section under comments
 - j. XIII #2 - Terry says if there is a board... needs to be fixed
 - k. #4 should be moved to #2 under the first sentence under Rules of Procedure
 - l. Change #9 to #10 following above
 - m. #6 needs to be adjusted as well to coincide
 - n. #12 - Bob Brandt not Grant
 - o. #10, #6 - add and are "they" not willing to fix it.
 - p. **Ryan Silvestri motions to accept the minutes of June 18th as amended. Seconded by Jean Strong. All approved. Motion passed.**

VII. Flood Hazard Regulations: Village and Town of Ludlow

1. Jason Rasmussen is here with us today, Terry Carter says. He will help us do the town of Ludlow. Last month, we wrapped up the village of Ludlow. Terry said it looked just like the old village regulations. Rasmussen says it could be easy to just rename them from town to village. Carter asks if there is anything in there that is only specific to the town. Rasmussen says technically we are adopting FEMA's map and the ANR river corridor map and they were created for us way back when. Rasmussen says the special flood hazard area is gone, so we don't really need a map, but having that information available for folks to find is important.
2. Carter asks if there is anything that applies only to the town that we need to include. Rasmussen says it would all be the same. Carter says the charts are all the same as the old ones, too.
3. Rasmussen says there are two minor things to point out on the table, regarding what uses go through which review processes. One is called fill or grading resulting in a loss of flood storage. Previously they talked about updating this, but the section VE1 is the section new to Ludlow that would require compensatory flood storage. If you build a brand new house, you have to dig a hole of the same volume to compensate for the same floodplain loss, so he doesn't recommend changing that. Carter asks if it is currently not in there, and Rasmussen says it is still in there.
4. The grading and excavation of a pond were asked to be added by Rose previously. Rasmussen says that it is in the existing flood regulations, so Rose asked him to include it and it's been there for the last 2 months. Excavation is actually in there already, so in the model regulations, this is allowed and can go through a conditional use process. Excavation that does result in the loss of flood storage capacity is prohibited. He thinks it should be deleted because you are already using it in two other categories, and it's covered. The board agrees with this change/deletion. Rasmussen will make the change and circulate it to everybody.
5. Rasmussen says they can create a town version with the same language too. Carter says that would be easy.
6. Rasmussen will make changes and get it back to us so they can bring it to a public hearing.

7. **Terry Carter motions to accept the changes of taking out the pond grading excavation or the creation of a pond because it is already covered under excavation. Judith Pullinen seconds. All approved. Motion passed.**
8. **Judith Pullinen motions to accept the new flood regulations with this change. Jean Strong seconds. All approved. Motion passed.**
9. On the motion of taking out grading or excavation of creation of a pond, Terry asks if there is any conversation. There is none.
10. **Terry Carter motions to take the flood regulations that have been vetted and also change the old floodplain regulations for our town zoning to our new flood regulations. Judith Pullinen seconds. No discussion. All approved. Motion passed.**
11. Rasmussen says he doesn't know if we have a written report of the changes. He says procedurally you are supposed to have a report that talks about the changes. Terry asks if they still need to write a report even without a public hearing. Rasmusen says yes, it just reports on the changes. Carter asks if she needs to contact the town abutting ZA's, chairs, and the state too.

VIII. Rules of Procedure

1. Tabling this because we do not have Ted Stryhas here tonight.

IX. Trustees Bylaw Changes and Section 220

1. Terry Carter says she and Ryan Silvestri were just at the Trustees meeting and made the changes they wanted us to make.
2. Carter sent the language that the Planning Commission had written that a permit was required for any interior alterations that changed the number of bedrooms or a cost exceeding \$10,000. She sent it to Chris Callahan to see if it would fly, but he said it wouldn't, but after doing research he said yes, and he provided suggestions to add other things.
3. The Trustees decided to go with Chris Callahan's language with the additional 6 items.
4. Lot coverage was the other item they looked at and the Trustees decided that in the preservation district it was currently at 12%, we changed it to 75% and they changed it to 20% in June and now they just changed it to 45% for lot coverage.
5. The Village R-2 was combined with Village-R. Originally it was both 30% non-residential and 30% residential, but we changed it to 75% for both. They changed it back to the original in June and at this meeting tonight they changed it to 50% for both districts for lot coverage.
6. Village RC was at 30% commercial and 50% residential currently. They did not make a change in that because Terry didn't include this on the agenda. We would like them to have a column that says commercial and have everything apply. Trustees agreed that it would be one chart and considered the same density, lot coverage, etc. and it would all be the same. They are proposing to bring this to the public hearing. They changed it to 75% because it is Main Street and we want to encourage business there.
7. Justin Hyjek wanted Terry to send him the whole sign section and made a point that it was 9 pages long that she and Ryna Silvestri worked on. Bob and Julie didn't agree and wanted it to stay the same, and Terry told them that changes could be made at the Public Hearing. Chris Callahan said that with big changes, they have to have another Public Hearing and hopes to have it in August so that she can get the paperwork done in time.
8. Terry says they asked them about the junkyard ordinance and they voted to keep it an ordinance and change it at their level or the select board level, so our hands are done with this and we don't need to work on it anymore.

X. Next Month's Agenda Planning:

1. Flood Hazard Regulations: Town of Ludlow

- a. Terry Carter says we may not have to do this anymore.
 - b. Jason Rasmussen is only going to change the word “village” to “town” says Ryan Silvestri.
2. Neighborhood Development Areas
 - a. Regarding abutting roads.
3. Rules and Procedure (again)
4. Interior Alterations (Section 220)

XI. Other Business

1. Ryan Silvestri says that the interior permit language for the village zoning, it has to be adopted at the town level as well. However it needs to happen, it needs to happen! Judy Pullinen says it should be on our next agenda so we can talk about it then. Terry Carter says this is affecting our CLA with the condominiums up there.
2. The housing study has to do with the village because they want to do it where there is sewer and water. It didn't fall on deaf ears, she says.

XII. Adjuourn

1. Judith Pullinen motions to adjourn. Ryan Pullinen seconds. All approved. Motion passed.
2. The Planning Commission Regular Meeting was adjourned at 6:48 p.m. on Tuesday, July 16th, 2024 by Terry Gurdak-Carter.

Minutes submitted by: Abigail Childs

Minutes approved by: