

**PLANNING COMMISSION**

**PRELIMINARY MINUTES**

**REGULAR MEETING**

November 15, 2016

**MEMBERS PRESENT:**

Alan Couch, Chair  
Terry Carter

Alan Isaacson  
Logan Nicoll

**MEMBERS PRESENT:**

Norm Vanasse

**STAFF PRESENT:**

Rose Goings

**OTHERS PRESENT:**

Adam Sayres - LPC-TV

Lisha Klaiber, Recorder

**1. CALL TO ORDER**

A. Logan Nicoll opened the meeting at 6:02 p.m. Alan Couch joined the meeting at 6:04.

**2. ROLL CALL BY RECORDING SECRETARY**

A. All Planning Commission members present, except Norm Vanasse.

**3. APPROVE MINUTES**

A. The minutes to be approved are from the meeting of October 18, 2016.

B. **MOTION by Alan Isaacson and seconded by Terry Carter to approve the minutes October 18, 2016 as presented. Motion passed unanimously.**

**4. COMMENTS FROM CITIZENS**

A. Rose Goings advised that Jason Rasmussen was unable to attend this meeting as he had a commitment in Chester. He did send paperwork for the board to review.

B. Alan Couch commented that he had noticed the American flags displayed for Veterans' Day and the people who put them up did an awesome job. He said he is proud to be part of a small town. The flags are a nice touch.

C. Terry Carter said that the Select Board meeting went well and the Select Board agreed to support the changes to the zoning regulations and the redistricting of the lower part of Mountain Road to Mountain Recreation District.

- D. Alan Couch said the Select Board had some nice comments.
- E. Logan Nicoll said the Select Board asked some good questions and noted the hard work that the Planning Commission has put into this.
- F. Rose Goings advised that the Trustees' next meeting is on Tuesday, December 6<sup>th</sup> at 6:00 p.m. and there will also be a public hearing to discuss the changes. They have requested that members of the Planning Commission be present as they do have some questions.

## 5. TOWN PLAN

- A. Alan Isaacson recalled that at the last meeting, he had discussed that he would like to see the town plan have more vision. He said that Chapter 13, Critical Issues and Implementation, has no real vision. There is nothing to define what we want to do, how we want to get them done and who will be responsible for getting them done. He added that this board cannot do much without the support of the Select Board, the Trustees and the people in town. He noted that Jason Rasmussen was supposed to send the board information regarding the massive grant that Chester received for total revision of their town plan.
- B. Rose Goings said she only saw the grant about the Village Center. She added that to get the big grant, you will have to go through the Trustees and Select Board.
- C. Alan Couch said the town plan is iffy on what we want for the future of Ludlow. Do we want Ludlow to be a small town, a resort town or a combination of both? We need to determine this, and then we can start to do a town plan with teeth. We also need to redo the zoning regulations. We tweaked them when we needed to react to something. This will all take a lot of work, money and outside help such as Jason Rasmussen or other consultants. He said that one meeting per month will not do it and we will probably need to meet at least twice per month.
- D. Alan Isaacson suggested that the right way to get started is to first go to the Select Board and Trustees and explain what we want to do and find out if they are on board.
- E. Rose Goings said that this board needs to have a plan of what we want to accomplish to give the other boards. We need to tell them about possible grants. You need to say what you want to do, explain that it will take a long time and more than one meeting per month.
- F. Alan Couch said there will also be a monetary investment. We may need to hire 2 to 3 more people for enforcement and to implement the new town plan. We will need to get this into next year's town budget. He said that continuing with a reactive philosophy will end up kicking us in the butt.
- G. Alan Isaacson agreed that we need to start with the Select Board and Trustees to explain what we want and that we will need time and money. He added that if we do not get that support, this board should just do the Energy Chapter at this time. If we get the support, we can give them the plans and tell them what monies will be needed. We will need to get that together first.
- H. Logan Nicoll said the Select Board is currently working on the budget for next year. This is the right time to bring this up to them.
- I. Alan Couch asked if Logan Nicoll could get this put on as an agenda item.
- J. Logan Nicoll said he can bring it up under Other Business.
- K. Alan Couch said there may also be legal review.
- L. Rose Goings said Planning has only a small budget for surveys, meeting warnings, legal fees and consultants.
- M. Terry Carter recalled that the last survey was sent in the mail with the tax bills. She added that she still has the survey and results.

- N. Alan Couch said we need to feel this out with baby steps, and then take the bigger steps.
- O. Alan Isaacson said he would like to have some professional assistance. He said this board needs to go to the December Select Board and Trustees meetings.
- P. Terry Carter added that there are time constraints.
- Q. Logan Nicoll added that there is a lot of work to do on the Energy Chapter.
- R. Rose Goings said this board will have to re-adopt the town plan because they do not have enough time to do a full redo.
- S. Alan Isaacson said they can use the grant for the Energy Chapter to get the town plan re-adopted.
- T. Alan Couch added with the vision to do a full make over down the road.
- U. Alan Isaacson said they would have 8 years, after the plan is re-adopted to do the full make over.
- V. Alan Couch said anything they do to get the town plan re-adopted should be with the full make over in mind.
- W. Alan Isaacson said this board can still feel out the Select Board on their feelings. If there is no real interest, it is better to drop it now and just get the plan readopted. The current town plan was adopted in March 2013 and from then we had 5 years to readopt. We should do the Energy chapter. We also need to look at the list that Jason Rasmussen sent up on the requirements to get the current plan readopted. Jason Rasmussen sent us the link that gives the specific steps we need to take. Logan Nicoll can bring it up at the Select Board meeting under Other Business and let them know that the Planning Commission is considering doing a full re-write of the Town Plan and ask them to put money in the budget and tell them we plan to apply for grants.
- X. Alan Couch said that this board has one year from March to get the plan re-adopted. If town plan lapses, we lose the Downtown designation.
- Y. Rose Goings added that we also lose voice at Act 250.
- Z. Logan Nicoll said we need to get the Energy chapter done this time.
- AA. Terry Carter said she would like to start looking at it tonight.
- BB. Rose Goings said that this board does not know what the new requirements are.
- CC. Alan Couch suggested they reach out to other Regional Planning Commissions to find out if any towns in their regions have good town plans and get suggestions from them.
- DD. Alan Isaacson advised that when they attended the Municipal Plan day, there are 2 other towns that are in the process of doing rewrites. They are doing surveys, hiring consultants and getting town participation.
- EE. Rose Goings said she will look up which towns are doing it.
- FF. Alan Isaacson said that other towns also have planning groups, other than their Planning Commissions working on town plans. He added that we can look at what Chester is doing.
- GG. Logan Nicoll said we can also find out what the costs would be.
- HH. Rose Goings said that she thinks that Chester's costs will be about \$70,000.
- II. Alan Isaacson added that Chester is paying only 10% of that.
- JJ. Terry Carter noted that in this town's last survey, some people tried to skew the results by submitting more than one reply.
- KK. Logan Nicoll said that our Municipal Plan is general with no outlines or visions. We have two distinct areas, the town and the village that have different goals.
- LL. Rose Goings recalled that Jason Rasmussen asked if they want to make 2 separate plans, one for the town and one for the village.
- MM. Logan Nicoll said we would have to talk to the Select Board and Trustees about that.
- NN. Alan Isaacson said it may be worth the discussion.
- OO. Alan Couch said there is also the psychological aspect. Do we want the same goals for both combined into one plan with some things separated.

- PP. Alan Isaacson said before we get started, we need to talk to the Select Board and the Trustees.
- QQ. Rose Goings asked what if one group wants separate plans and the other doesn't.
- RR. Logan Nicoll said he can put it on the Select Board agenda. He added that the Energy grant is not large and we will be looking at standards. This will be extensive and asked if we will need outside help.
- SS. Terry Carter said that last time, Jason Rasmussen brought in people.
- TT. Rose Goings recalled that some of the state people have not followed up, yet.

6. **OTHER BUSINESS**

- A. Next meeting
- i. Rose Goings advised that the DRB is not having a meeting in December. She asked Planning Commission members their feelings about not having a December meeting.
  - ii. Alan Isaacson said that they probably will not hear about the grant by December.
  - iii. Logan Nicoll said he will be away.
  - iv. There was general consensus to not schedule a December meeting. The next will be in January.

7. **ADJOURN**

- A. **MOTION by Terry Carter and seconded by Logan Nicoll to cancel the December meeting and to adjourn until January 17, 2017. Motion passed unanimously.**
- B. Meeting adjourned at 6:44 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