

PLANNING COMMISSION

PRELIMINARY MINUTES

PUBLIC HEARINGS AND

REGULAR MEETING

November 20, 2018

MEMBERS PRESENT:

Alan Couch, Chairman
Terry Carter

Alan Isaacson

Logan Nicoll

STAFF PRESENT:

Rose Goings

OTHERS PRESENT:

Aaron Galley
Torin Tofferi

Jason Rasmussen
Marissa Selleck

Ed Mc Eneaney-Okemo Valley TV
Lisha Klaiber, Recorder

PUBLIC HEARING

Pursuant to the provisions of Title 24, Chapter 117, § 4442, of the Vermont Statutes Annotated, the Planning Commission for the Town of Ludlow proposes to adopt an amendment to the Town Zoning and Flood Hazard Regulations.

1. Alan Couch opened the public hearing for amendments to the Town Zoning and Flood Hazard Regulations at 6:00 p.m. He advised that this is a properly warned hearing.
2. Alan Isaacson read his executive summary:
 - Add “Drive-In” to “Drive-Up/Drive Through” use definition
 - Remove “but not limited to” from all references & definitions to eliminate confusion
 - Exclude “Drive-In/Drive-Up/Drive Through” from all Restaurant/Bar uses in Zoning Districts
 - Change “Family” to “Unit” in all dwelling types to be consistent with current norms
 - Add and/or modify definitions to exactly match wording in Permitted and Conditional Uses in Zoning Districts
 - Remove “Retail Store” from Conditional Uses where “Retail Use/Retail Service” is already included as store is included in the use/service definition
 - In Village R-C Only remove “Senior Housing” as it is already included as part of “Health Care Facility” and “Specialty Craft Shop” as retail store is part of “Retail Use/Retail Service”
 - Add Affordability requirement for Housing Developments
3. Board discussed requirement
 - For new developments, 15% rounded up for 10 units or more and for modifications or amendments to existing permits, additional units have to meet 15% requirement of additional units. Units to stay affordable in perpetuity.
4. Alan Isaacson said he had emailed the Windham/Windsor Housing Trust regarding using them for management and neither he, nor Jason Rasmussen have heard back.
5. Terry Carter said the trust may be able to find tenants.
6. Logan Nicoll said he likes using the housing trust.
7. Rose Goings said to leave it for now. She added that changes to zoning regulations have been sent to all other required towns.

8. Alan Couch said the changes to the village regulations are – for the most part – the same and there is no need to rehash these during the village hearing.
9. MOTION by Logan Nicoll and seconded by Alan Isaacson to close the public hearing for changes to the Town of Ludlow Zoning Regulations. Motion passed unanimously.
10. Alan Couch closed the public hearing at 6:17 p.m.

PUBLIC HEARING

Pursuant to the provisions of Title 24, Chapter 117, § 4442, of the Vermont Statutes Annotated, the Planning Commission for the Village of Ludlow proposes to adopt an amendment to the Village Zoning and Flood Hazard Regulations.

1. Alan Couch opened the public hearing for amendments to the Village Zoning and Flood Hazard Regulations at 6:18 p.m. He said they are the same as the changes to the town regulations.
2. Jason Rasmussen noted that the definition for Affordable Housing Development comes from Title 24, Section 4303 of state statutes.
3. MOTION by Logan Nicoll and seconded by Alan Isaacson to close the public hearing for changes to the Village of Ludlow Zoning Regulations. Motion passed unanimously.
4. Alan Couch closed the public hearing at 6:21 p.m.

REGULAR MEETING

1. CALL TO ORDER

- A. Alan Couch called the meeting to order at 6:22 p.m.

2. ROLL CALL BY RECORDING SECRETARY

- A. All Planning Commission members present.

3. CONSIDERATION OF ANY CHANGES, ADDITIONS OR REMOVALS TO THE AGENDA

- A. Alan Isaacson noted that an agenda item should be added to be able to move to send the changes to the zoning regulations to the Select Board for the town and to the Trustees for the Village.
- B. Alan Couch suggested that they make it item 5.1.

4. APPROVE MINUTES

- A. The minutes to be approved are from the meeting of October 16, 2018.
- B. **MOTION by Logan Nicoll and seconded by Terry Carter to approve the minutes October 16, 2018 as presented. Motion passed unanimously.**

5. COMMENTS FROM CITIZENS

- A. Black River Independent School Committee
 - i. Marissa Selleck said the plans are moving along. They are meeting with a fund raising consultant and trying to work out details about the building.

- ii. Alan Isaacson asked if there is an option that the school board may turn the building over to the private school.
- iii. Marissa Selleck said yes. She said if the Supervisory Union maintains an office in the building, we may be able to lease it. We are looking at options.
- iv. Logan Nicoll asked what their upcoming challenges are.
- v. Marissa Selleck said that there are details to work through to determine what is most viable.

5.1 PLANNING COMMISSION TO MOVE TO SEND AMENDMENTS TO ZONING REGULATIONS TO SELECT BOARD AND VILLAGE TRUSTEES

- A. **MOTION by Alan Isaacson and seconded by Terry Carter to send the amendments to the town zoning regulations to the Select Board and the village zoning regulations to the Trustees for approval. Motion passed unanimously.**

6. NOTIFY SELECT BOARD TO SUBMIT MUNICIPAL PLAN TO SWCRPC FOR ENERGY CERTIFICATION

- A. Jason Rasmussen said that the Regional Planning Commission board met yesterday. They are looking for a letter from the Select Board requesting an Energy Certificate.
- B. Alan Isaacson said he had addressed the comments that the Regional Planning Commission Energy board had made.
- C. Jason Rasmussen said he has a sample letter and will get it to Rose Goings.
- D. Alan Isaacson asked Rose Goings to ask to have this put on the next Select Board meeting agenda. He said he had completed the forms required by the Regional Planning Commission Energy board and Otis Munroe of SWRPC said it looks complete. The paragraphs seemed to appropriately address the questions the Regional Planning Commission Energy board had submitted.

7. CONTINUE MUNICIPAL PLAN

- A. Jason Rasmussen said that he didn't get to the Landscape Section. He did speak to Scott Murphy about the Community Section.
- B. Alan Isaacson said that the existing Goals and the possible Alternate Goal are pretty much the same.
- C. Jason Rasmussen said the alternates are basically the previous goals modified.
- D. Alan Isaacson said he prefers less specific goals in the town plan. He would like to keep the original 6 goals.
- E. There was consensus among board members to keep original 6 goals and also to keep section 2.2 Key Themes.
- F. Jason Rasmussen said he worked on Community Goals which are broader and Policies which are standards, but had not completed Actions.
- G. Alan Isaacson said he thought the work done so far is okay.
- H. Jason Rasmussen said people are looking for more types of housing such as accessible developments, duplex, bungalow courts, town houses, co-housing and tiny homes.
- I. Board decided to change the wording Windham-Windsor Housing Trust to local or regional housing trust.
- J. Alan Isaacson asked if charging stations are included in the document.
- K. Jason Rasmussen said he thinks it's in the Energy section and will check.

- L. Logan Nicoll asked about the wording to support renewable technology that has no negative scenic impact.
- M. Jason Rasmussen said it is in the Energy section.
- N. Wording private school will be changed to Alternative educational facility.
- O. Jason Rasmussen said the board can continue to review the document as new sections are completed.
- P. There was consensus among board members that they like work that has been completed and like the format.
- Q. Jason Rasmussen said he would have the Landscape Section for the next meeting.

8. **OTHER BUSINESS**

- A. Select Board and Village Trustees Meetings
 - i. Alan Isaacson urged board members to attend these meetings to ask these boards to schedule their respective public hearings for changes to the zoning regulations. He asked board members to email him any comments or changes to the Executive Summary as soon as possible because it needs to be included in their packets for review.
 - ii. Terry Carter said the executive summary was thorough and addressed all of the proposed changes.
 - iii. Logan Nicoll said he has been keeping the Select Board apprised of the work this board has been doing.

9. **ADJOURN**

- A. **MOTION by Alan Isaacson and seconded by Logan Nicoll to adjourn this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 7:04 p.m.

Respectfully submitted,
Lisha Klaiber

Alan Couch, Chairman

Logan Nicoll

Terry Carter

Alan Isaacson