

**PLANNING COMMISSION
PRELIMINARY MINUTES**

REGULAR MEETING

September 13, 2011

MEMBERS PRESENT:

Fred Glover, Chairman
Terry Carter
Norman Vanasse

Alan Couch
Christine Fuller

Ethan Gilmour
Steve Stengel

OTHERS PRESENT:

Rose Goings
Jason Rasmussen

Lisha Klaiber, Recorder
KP Whaley – LPC-TV

1. **CALL TO ORDER**

A. Fred Glover called the meeting to order at 5:30 p.m.

2. **ROLL CALL BY RECORDING SECRETARY**

A. All members present.

3. **PPROVE MINUTES**

A. The minutes to be approved are from the meeting of August 23, 2011.

B. **MOTION by Christine Fuller and seconded by Norm Vanasse to approve the minutes from August 23, 2011 as presented. Motion passed unanimously.**

4. **COMMENTS FROM CITIZENS**

A. Christine Fuller advised that Black River Good Neighbors has food, clothing, furniture and financial assistance for people who suffered losses from tropical storm Irene. For information, please call Audrey Bridge at 802-228-3663.

B. Jason Rasmussen advised that he has to leave by 6:30 p.m.

5. **TOWN PLAN UPDATING**

A. Fred Glover advised that the remaining sections are Relationships to Surrounding Towns, the glossary and the Introduction.

B. Introduction

i. Jason Rasmussen said that the board had reviewed the Introduction a few times and all of the changes have been made. The only outstanding items are photographs.

ii. **MOTION by Christine Fuller and seconded by Terry Carter to approve Chapter #1 – Introduction as presented. Motion passed unanimously.**

C. Chapter 10 – Relationship to Surrounding Towns

i. Jason Rasmussen said that this section is required by the state. He said that he updated what was in the existing town plan and also compared what Ludlow has to the town plans of surrounding towns and the regional plan. It was his opinion that

- they work together. He pointed out that the State Troopers had changed their district designations.
- ii. Fred Glover asked if administrative boundaries are required.
 - iii. Jason Rasmussen said no. He added that he also compared Future Land Use maps of the surrounding towns and said they are compatible to Ludlow's.
 - iv. Terry Carter asked if any other towns had considered Ridgeline protection.
 - v. Jason Rasmussen said no. He said that they need to make sure the maps are compatible when the plan is submitted to Regional for approval.
 - vi. **MOTION by Christine Fuller and seconded by Norm Vanasse to consider Relationships to Surrounding Towns, Chapter 10 as complete. Motion passed unanimously.**

6. GLOSSARY REVIEW

- A. Jason Rasmussen said that he had used and modified it a glossary from Burlington. He also used the existing town plan and subdivision regulations. He asked if the board wants to include all of the zoning definitions in the town plan
- B. Norm Vanasse also submitted a list of definitions.
- C. Rose Goings said that the zoning definitions need to be updated and that she hoped to use the pending grant funds to do that. She noted that a definition for Village Center was missing.
- D. Terry Carter said that she had a list of definitions also and emailed them to Jason Rasmussen.
- E. Steve Stengel suggested comparing the lists submitted by Jason Rasmussen and Norm Vanasse.
- F. Fred Glover asked Jason Rasmussen where he had obtained the definitions.
- G. Jason Rasmussen said all over – other town plans, state statutes, and zoning and subdivision regulations.
- H. Christine Fuller suggested adding Aquifer, using Jason Rasmussen's definition of "bylaw" and adding "code."
- I. Rose Goings said that "code" refers to state compliance not town.
- J. Steve Stengel suggested putting "code" in the zoning definitions.
- K. Jason Rasmussen said he would search the draft town plan and if "code" is not there, he would add it.
- L. The board considered the terms: goal, policy, gore, land use planning, wastewater, water supply and mill (from Norm Vanasse's definitions.) The board decided to include all except gore and to find a definition more relevant to Ludlow for mill.
- M. Rose Goings suggested net metered.
- N. Terry Carter advised that there were definitions for net metered and wind turbine in the zoning regulations and she would email them to Jason Rasmussen.
- O. The board decided to add definitions for ordinance, to use the definition provided by Jason Rasmussen for zoning, and to add municipal plan and town plan. Town plan would reference municipal plan for definition.
- P. Fred Glover suggested a note that Municipal or Town Plan refers to town and village.
- Q. **MOTION by Christine Fuller and seconded by Steve Stengel to accept the Glossary with changes and modifications as discussed. Motion passed unanimously.**
- R. Alan Couch suggested sending these to the Select Board.
- S. Rose Goings said that she has been forwarding copies of completed chapters to the Select Board.

- T. Jason Rasmussen said he would like to pull everything together and go over it. He asked about pictures.
- U. Norm Vanasse said that he would ask people at Calvin Coolidge about using some of their pictures.
- V. Jason Rasmussen said that he would try to get the whole town plan draft put together for the next meeting.

7. **MUNICIPAL PLANNING GRANT**

- A. Fred Glover signed the grant application.

8. **OTHER BUSINESS**

- A. Semi Quincentennial – Ludlow’s 250th Anniversary
 - i. Christine Fuller advised that the celebration would be held on September 16th and 17th and brochures of events are available at town hall.
- B. Date for Next Meeting
 - i. October 18, 2011 at 5:30 p.m.

9. **ADJOURN**

- A. **MOTION by Christine Fuller and seconded by Ethan Gilmour to adjourn the meeting. Motion passed unanimously.**
- B. Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Lisha Klaiber

Fred Glover, Chairman

Ethan Gilmour

Terry Carter

Steve Stengel

Alan Couch

Norman Vanasse

Christine Fuller