

**CITY OF VERGENNES
PLANNING COMMISSION
MINUTES
REGULAR MEETING
MONDAY, OCTOBER 21, 2013**

Members Present: Shannon Haggett-Chair, Tim Cook, Jason Farrell,
Alexandria McGuire, Mike Winslow

Members Absent: Rebecca Duffy, Morgan Kittredge, Stacy Raphael

Also Present: Mel Hawley, Zoning Administrator

Guests: Ozzy McGuire

Shannon called the meeting to order at 7:00 p.m.

The minutes to the regular meeting of September 16, 2013 were reviewed. Alex moved to approve the minutes. The motion was seconded by Tim with all voting in favor.

The project calendar for the Municipal Plan update was reviewed. Shannon reported that he had presented the calendar to the City Council at their October 8th meeting.

The group then started a page-by-page review of chapters one and two of the Municipal Development Plan to discuss everyone's recommended edits. Shannon noted that he had received recommended edits from Rebecca who was unable to attend the meeting.

Throughout – Update photographs to ensure they are relevant and appropriate for this iteration of the plan. Also ensure that “City” is capitalized when referring to the City’s government and lower-case when referring to geographical elements. Correct any typographical errors.

Page 3 – Mel questioned the use of “Vermont Shade Roller Company” as he had always heard it referred to as “The Havilland Shade Roller Company”. He will research further and advise. Change “Goodrich Corporation” to “United Technologies Corporation”.

Page 5 – Sidebar with comments from the survey – keep intact, but identify that the comments were the result of a 2009 survey.

Page 6 – Remove “Andrea Kane” from the third sentence of the second paragraph.

Page 8 – Relocate the first paragraph of chapter 1.4 to the beginning of the plan to clearly identify that this iteration is an updated plan instead of a new plan.

Page 10 – Change policy 5 to read “To develop and maintain the city as an economic, commercial, industrial and public service center for northern Addison County. Remove

“outstanding” from policy 11.

Page 11 – Update statistics: “1065 people per square mile (compared to Addison County at 47.8 and Vermont at 67.7 per square mile). In last paragraph, replace “roads” with “streets”.

Page 12 – Update statistics: “2,588 as of 2010.” “...from 2000 to 2010, with an average population reduction of 5.6%. This is compared to an estimated increase in growth from 2000 to 2010 for Addison County at 2.4% and 2.8% for Vermont as a whole (see chart that follows).” Update chart.

Page 13 – Update both charts using census.gov information and ACRPC data (data requested from ACRPC on 10/6/13). Update statistics, “The median age at the 2010 Census was 36.9 years. For every 100 females there were 95.6 males.

Page 14 – Update pie chart. Revise first sentence to read, “...from 249 people in 1960 to -5 people in 2012. This indicates we are no longer experiencing population growth in part because of a decline in birth rates and families with children.” Revise statistics in last paragraph: “994 households in Vergennes in 2010, 28.1% of which had children under the age of 18 living with them, 43.0% were married couples living together, 13.7% had a female householder with no husband present, and 37.9% were non families.”

Page 15 – Update both charts. Update statistics: “...from 2.51 to 2.31 in 2010”. “In 2010, there were 1,072 housing units in Vergennes at an average density of 446.7 per square mile. Of these units, only 15 were seasonal. More than half of the housing stock is single-family (62.1%) and primarily owner-occupied (65.2%). The vacancy rate for homeowners was 2.1% and 5.4% for rentals. Additional updates are needed for housing unit construction information and for migration patterns.

Page 16 – Update sidebar with new information from “Vermont Housing Awareness Campaign”. Update information on number of residences sold in 2012.

Page 18 – Replace “Goodrich Corporation” with “United Technologies Corporation” in first paragraph. Revise first sentence to read, “Our city has seen...” Update photo and/or revise caption to reflect that the Black Sheep Bistro is no longer a new restaurant.

Page 19 – Update first paragraph with new data. Data cited during meeting was questioned as it seemed suspect. Reconfirm data from census.gov. Update chart with new statistics and adjust narrative to match chart.

Page 20 – Reconfirm income data from census.gov and update paragraph 2 accordingly. Update chart. Locate source for wages paid data (perhaps ACRPC) or drop paragraph.

Page 21 – Update first sentence to read, “About 6.2% of families and 20% of the population were below...” Add comparison data for state and/or county. Update top chart. Mel will assemble data for retail receipts over the past five years to update bottom chart.

Page 22 – Update photo and caption for accuracy. Eliminate policy #2 at bottom of page.

Page 23 – Update policy #4 to read, “Work with regional, state and federal agencies including the Vergennes Partnership, Addison...”

Committee Updates:

Transportation: Shannon reported that he had presented the Planning Commission’s list of recommendations to the City Council at their October 8th meeting.

Education: No update at this time.

Stormwater: No further update necessary. Mel asked if it was necessary to continue reporting on this committee. All agreed that this item is closed and does not need continued reporting.

Tree/Urban Forestry: Shannon reported that he had informed the City Council of the link to Mike’s public map on the City’s web-site. He also noted that the map was mentioned in a recent edition of the Addison Independent. He then stated that the number of views of the map had more than doubled. Shannon then said that he helped a citizen with how to make edits to the map after it was discovered that the citizen did not have a Google account which is needed to edit the map. Mike reported that he may be able to identify and apply for a grant that would fund assistance in completing the tree status mapping project. He will keep everyone informed as he makes progress.

New Business: Shannon reminded everyone that the November meeting would include the Planning Commission’s Annual Meeting, comprising of election of Chair, Vice-chair and Clerk, as well as re-adoption of the Rules of Procedure.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Mel Hawley, Clerk