

**CITY OF VERGENNES
PLANNING COMMISSION
MINUTES
REGULAR MEETING
MONDAY, MARCH 28, 2016**

Members Present: Shannon Haggett-Chair, Mike Winslow-Vice Chair, Jason Farrell, Cheryl Brinkman, John Coburn, Tim Cook

Members Absent: Morgan Kittredge (on an approved leave of absence)

Also Present: Mel Hawley, Zoning Administrator

Shannon called the regular meeting to order at 7:00 p.m. He stated that Greg White from Green Mountain Power who was scheduled to attend the meeting would be at the April meeting. He then asked if there were any other amendments to the agenda. No amendments to the agenda were brought forth.

The minutes to the regular meeting of February 22, 2016 were reviewed. Cheryl pointed out several typographical errors and suggested corrections. Mike moved to approve the amended minutes. The motion was seconded by Jason with all voting in favor.

The Planning Commission next began to discuss items that should be considered as updates to the Municipal Development Plan.

- 1) Incorporation of a solar siting entry: Cheryl presented a draft entry developed from the two solar siting draft entries presented at January's meeting. The group then discussed the entry at length and revised it to everyone's satisfaction. There are elements of the entry which will require revision once we receive more information from Green Mountain Power. This includes the possibility of creating a green energy overlay district and language surrounding the size of solar energy projects.
- 2) Updated language for materials management entry: Cheryl offered to send everyone a copy of the final draft of the entry that was presented in February. It was agreed this could be done any time prior to finalizing all proposed changes to the plan.
- 3) Developing a plan for public outreach: John had developed a draft survey for solar siting, but based on tonight's earlier discussion of solar siting he asked to update it and present it at the April meeting. As a follow up to the February meeting Jason reported he had contacted Neil Curtis, a former Planning Commission Chair, regarding an email list Mr. Curtis had compiled. Jason noted the list no longer exists.
- 4) Incorporation of recommendations from the Strong Communities, Better Connections (SCBC) program: Shannon briefly recapped the public forum held on Thursday,

February 25, 2016 and he said he would email everyone the follow up memorandum from Beth Isler of the Toole Design Group regarding the forum.

Transportation items update – Shannon reported the City Council is seeking action on conducting a sidewalk survey. The Transportation Task Force had created an assessment tool for the survey in 2015, but the inventory was never started. He suggested crowd-sourcing the inventory and asked for input from the Planning Commission. The group discussed the survey parameters and decided to come up with a plan to conduct the survey at the April meeting. Shannon said he would email a copy of the assessment tool and survey area to everyone.

Shannon also reported that Claire Tebbs from the Addison County Regional Planning Commission had sent an email seeking interested candidates for a regional walk/bike council. He asked anyone interested to let him know.

Education items update – No update.

Stormwater items update – Mike and Mel reported they are waiting for final approval from the landowner of the Crosby Farms detention pond before the process can continue.

Tree/Urban Forestry items update – Mike and Shannon reported they had been contacted by Adam Lougee from the Addison County Regional Planning Commission who apologized for not being able to meet in time to assist with writing the updated urban forestry plan. The deadline and grant window has now passed.

Materials Management items update – Discussed earlier.

No new business was brought forward.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Mel Hawley, Clerk