

**CITY OF VERGENNES
PLANNING COMMISSION
MINUTES
REGULAR MEETING
MONDAY, AUGUST 18, 2014**

Members Present: Shannon Haggett-Chair, Mike Winslow-Vice Chair, Jason Farrell, Morgan Kittredge, Tim Cook, Rebecca Rey

Also Present: Mel Hawley, Zoning Administrator

Shannon Haggett called the Special Meeting to order at 7:07 p.m.

The minutes to the public hearing of June 30, 2014 were reviewed. Mike moved to approve the minutes. The motion was seconded by Morgan with all voting in favor except Tim, abstaining as he was not present at the public hearing.

The minutes to the special meeting of June 30, 2014 were reviewed. Rebecca moved to approve the minutes. The motion was seconded by Morgan with all voting in favor except Tim, abstaining as he was not present at the special meeting.

The minutes to the regular meeting of July 21, 2014 were reviewed. Mike moved to approve the minutes. The motion was seconded by Morgan with all voting in favor except Jason and Shannon, abstaining as they were not present at the regular meeting.

The group reviewed the "Memorandum of Understanding, Care of the Urban Forest Project" submitted by Elise Schadler from the UVM Extension Service. Shannon suggested replacing all references of "town" to "city" and Jason recommended changing the listing of all planning commission members to just read, "The Planning Commission". Everyone agreed with the suggested changes. Shannon reminded everyone that earlier in the year the commission had unanimously agreed to empower Mike to act on the commission's behalf on the Urban Forestry project and that he should respond to Elise with the revised Memorandum. He also said that he would provide Mike with an electronic copy of the amended document.

Mel provided the group with an update on vacancies. He stated that with both Alex McGuire and Stacy Raphael stepping down, the Planning Commission had at least one and possibly two vacancies. Additionally with Carrie Barrows and Alex stepping down from the Development Review Board there are two vacancies there. He noted that the interview committee comprised of Mayor Benton, Jason, Shannon, and himself had already interviewed several qualified candidates to fill all open spots. The interview committee would meet one last time to develop recommendations for the next City Council Meeting on Monday, August 25, 2014.

Shannon reminded everyone that the City Council had scheduled a Public Hearing on Monday, August 25, 2014. This will be the first of two legally mandated public hearings to hear public

testimony on the proposed Municipal Development Plan. Shannon asked that all commission members attend the hearing if their schedules permitted. He stated that it would be beneficial for the Planning Commission to hear any public testimony first-hand and to assist the City Council in the event that any proposed changes needed to be made.

Under new business Mel asked everyone to look at the policies in chapter 2 of the Municipal Development Plan surrounding the “Future of Our Housing and Population”. He asked about the need for policy #7. Jason noted that the policy was included in the 2009 plan and may have also been part of earlier plans. Everyone agreed to not propose any changes to any policies in the section at this time.

The meeting adjourned at 7:54 p.m.

Respectfully submitted,

Mel Hawley, Clerk