

**CITY OF VERGENNES  
PLANNING COMMISSION  
MINUTES  
REGULAR MEETING  
MONDAY, OCTOBER 26, 2015**

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

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 asked if there were any amendments to the agenda and no amendments were proposed.

The minutes to the public hearing of September 28, 2015 were reviewed. Cheryl Brinkman moved to approve the minutes. The motion was seconded by John Coburn with all voting in favor.

The minutes to the regular meeting of September 28, 2015 were reviewed. John moved to approve the minutes. The motion was seconded by Mike Winslow with all voting in favor.

The Planning Commission reviewed the proposed amendments to the Zoning and Subdivision Regulations in preparation for the City Council's public hearing scheduled for October 27, 2015. Mel Hawley reported that the Development Review Board had reviewed the proposed amendments at their most recent meeting and while there had been some initial confusion surrounding Section 1603.F – District Standards for Planned Unit Developments, ultimately the board understood the proposed amendments. Mel noted that the two sentences in the proposed amendments to Section 1206.2 seem to contradict one another and might be less clear than the Planning Commission had intended. He suggested that taking the two sentences and combining them into one sentence might be easier to understand. Cheryl asked if this could be changed now. Both Shannon and Mel explained that the Planning Commission could not make any substantive changes at this time as they had delivered the document to the City Council.

The Planning Commission reviewed proposed guidelines for solar siting for inclusion in a municipal plan written by the Addison County Regional Planning Commission. Jason Farrell noted that some of the language may be more stringent than what might be appropriate for Vergennes, but added that they were guidelines. He also questioned whether having any language regarding siting would give a municipality any leverage with the Public Service Board in the determination if a project was for the public good. Mike responded that while that remains to be seen, having some language was better than having no language. Jason agreed. This will be revisited when the Planning Commission updates the municipal development plan.

Transportation Committee update – No update.

Education Committee update – No update.

Stormwater Committee update – Mike reported that the deadline had passed for Vermont Ecosystem Restoration Program grants for the Crosby Farms stormwater collection system and detention pond project, but everything should be ready for the next round of grants in 2016. Mel said that the landowner involving the detention pond desired more time to consider the proposed modifications.

Tree/Urban Forestry Committee update – Mel reported tree maintenance training was held on Friday, October 8, 2015. He added all employees of the Public Works Department attended.

Materials Management Committee update – Cheryl reported that the annual budget for the Addison County Solid Waste Management District (ACSWMD) passed and that there would be no price increases in 2016. She added that Bristol has joined the district and that Salisbury is exploring whether or not to also join the district.

Shannon reminded that the annual meeting would be held on November 23, 2015 and the election of officers and re-adoption of the Rules of Procedure would occur. He said he would send everyone a copy of the current rules in advance of the meeting and advised members that if they have any propose amendments to the rules they should be sent to him for possible inclusion in the agenda packets.

Tim Cook asked what the process for the next municipal development plan update would entail. Shannon responded that we would want to update or add sections like the solar inventory and siting, the area for the designated downtown and to formally list out specific improvement projects that the community supports to make the task of getting grant assistance easier. Everyone agreed this was a good idea.

The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Mel Hawley, Clerk