

**APPROVED**

**Huntington Planning Commission  
March 24, 2009**

Commissioners Attending: Tom Bailey, Everett Marshall, Lucinda Hill, Beverly Little Thunder, and Eric Silman.

Commissioners Absent:

Others Present: Nancy Bretschneider, Ron Larose

Minutes: Heidi Racht

RECEIVED [Signature]  
DATE May 4, 2009

Agenda:

- 7 pm Minutes of March 10, 2009
  - Mail
- 7:15 Budget Discussion 2009-2010
- 7:25 Public Comment
- 7:30 Nancy Bretschneider - Discussion on 3-lot subdivision
- 7:50 Douglas LeBrun - Discussion about Kenfield Subdivision Amendment
- 8 pm Member Business
  - 1. Openings on Commission
  - 2. Clerk Responsibilities
  - 3. Board Member Responsibilities
  - 4. PC Documents - Filing
- 8:30 pm HPC Projects - Timeline for 2009
- 9:15 pm Adjourn

The meeting was called to order at 7:07 pm, chaired by Everett Marshall.

Items for Discussion	Discussion	Action
<b>Minutes of March 10, 2009</b>	Tom Bailey moved to approve with minor changes; seconded by Beverly Little Thunder.	Motion passed unanimously with Beverly Little Thunder abstaining.
<b>Mail</b>	Mail was reviewed: <ul style="list-style-type: none"> <li>1. Rowe, 239 Texas Hill, notification from state about wastewater permit for replacement system</li> <li>2. Dickerson, 150 Fielder Road, notification from state about wastewater permit</li> <li>3. Packet of documents of Wetlands Inventory Map from state</li> <li>4. Town of Hinesburg, notification of proposed regulations updates</li> <li>5. Smith/Baer, Bert White Road, notification about Act 250 amendment</li> </ul>	
<b>Budget Discussion</b>	The Commission reviewed a letter written by Cathleen Gent regarding proposed reduction in the 2009-2010 budgets as	The Commission voted to accept the

Items for Discussion	Discussion	Action
	<p>requested by the Selectboard. Gent had met with Racht and they proposed a level hourly rate for the Zoning Administrator's salary in the ZA budget and in the HPC budget, along with a reduction in hours for the ZA in the HPC budget. The rate was over 7 percent. After a protracted discussion about the intention of the letter from the Selectboard, Everett Marshall proposed that the HPC and Zoning Administrator's budget combined make a reduction of 5%.</p>	<p>budgets with a 5% reduction and to ask Gent to make an adjustment in the HPC budget to meet this goal. The vote was 4-1, with Eric Silman opposing.</p>
<p><b>Public Comment</b></p>	<p>No public was present.</p>	
<p><b>Bretschneider Sketch Plan Review</b></p>	<p>Attendance: Nancy Bretschneider, Ron Larose</p> <p>Nancy Bretschneider and surveyor Ron Larose presented plans for a three-lot subdivision of her 10.8-acre parcel on Cummings Drive. Bretschneider owns the log cabin at the end of the private road and the land on which the road is located. There are seven houses that are accessed from this road.</p> <p>The property also contains the Cummings family cemetery and Bretschneider proposes a right of way for this. The two proposed house sites would access Cummings Drive on this right-of-way.</p> <p>Most of the proposed subdivision is in the Village District.</p> <p>Part of the property is located on the five-acre district (Rural Residential) and there was discussion about whether it would be better for the landowner to do a PRD or request an extension of the village district by 50 feet from the Zoning Board of Adjustment. Larose pointed out that the four acres that are in the five-acre district are undevelopable and at the back on one of the lots and that the house sites are in the village district. The Commission also discussed looking at how other towns handle this and the town's 50-foot flexibility would not apply.</p> <p>Since this proposed subdivision is part of a previously divided parcel of land, the lots are labeled 1-a, 1-b and 1-c.</p> <p>The topic of the access road was briefly discussed and the Commission suggested that the neighbors try to get together and work out a plan before there are any problems.</p> <p>Tom Bailey will act as the HPC liaison with the applicant.</p>	<p>Site visit set for April 14, at 5:45 pm.</p> <p>Preliminary Subdivision Review is scheduled for May</p>

Items for Discussion	Discussion	Action
		12, at 7:30 pm.
<b>Douglas LeBrun - Discussion about Kenfield Subdivision Amendment</b>	<p>Heidi Racht presented the materials that had been sent in by Anne Connell on behalf of Douglas LeBrun, who would like to build a camp on the 88-acre parcel. They wondered if they had to go through sketch plan review.</p> <p>The Commission briefly discussed the project and looked at the map. As a result of the discussion, Tom Bailey will draft a letter to LeBrun stating that he needs to write a letter designating Connell to act as his agent and one of them needs to be at the meeting; LeBrun will start with sketch plan review.</p>	
<b>Member Business</b>	<ol style="list-style-type: none"> <li>1. <b>Openings on the HPC.</b> There are two openings. Members will continue to try to recruit people since there has to be four members at every meeting in order to do business. There was a discussion about the size of the Commission with Tom Bailey suggesting the possibility of moving from seven members to five with two alternates. It was decided to try to recruit two members and keep the HPC at seven since the workload could be better managed with more members.</li> <li>2. <b>HPC Clerk Responsibilities.</b> Eric Silman came up with a list, which was discussed and modified. The list will be retyped and added to the end of the approved minutes.</li> <li>3. <b>Board member responsibilities.</b> Everett Marshall mentioned that VLCT has rules of procedure for Selectboard members. Beverly Little Thunder will call VLCT to see if there is a similar document for Planning Commissioners. All agreed that the responsibilities were basic: read the minutes, show up on time, and do the work.</li> <li>4. <b>HPC Documents &amp; Files.</b> Tabled until a later meeting.</li> <li>5. <b>Review Checklist.</b> Lucinda Hill will develop a checklist for the Preliminary and Final Subdivision Review hearings from the new regulations.</li> <li>6. <b>Smith Application.</b> Tom Bailey said the Smiths were looking for guidance on the status of their applications and he needed to get back to them.</li> <li>7. <b>Fences.</b> Everett Marshall said that Cathleen Gent had emailed him with a question about fences. This will be discussed at the next meeting.</li> <li>8. <b>Copies of Regulations.</b> Discussion about whether there should be a charge for the printed copies of the regulations, which are also on the town's website.</li> </ol>	<p>Everett Marshall will put something on the Front Porch Forum to try to recruit members.</p> <p>The agenda will be sent on the Thursday prior to the meeting or before.</p> <p>Time-sensitive materials that come into the office will be scanned and emailed to Everett Marshall.</p> <p>Bailey will contact VLCT to see if the Smith application falls under the old regs or the new regs.</p> <p>HPC decided to charge \$5 for zoning regs and \$3 for</p>

Items for Discussion	Discussion	Action
	<p>Racht said that there had been a \$1.50 charge on the printed regs and that she had been copying them in the office and not charging while the revisions were being completed.</p> <p>9. <b>Cathleen Gent</b>, Gent requested to be put on the agenda.</p>	<p>subdivision regs.</p> <p>HPC agreed to ask Gent to come in on April 14.</p>

<b>Adjournment</b>	Eric Silman moved to adjourn; seconded by Beverly Little Thunder. The meeting adjourned at 9:34 pm.
--------------------	---

Date UNAPPROVED minutes submitted to HPC: April 1, 2009

Date minutes APPROVED by the HPC: April 28, 2009

Date Approved Minutes submitted to Town Clerk: May 2, 2009