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APPROVED

HUNTINGTON PLANNING COMMISSION

Minutes of November 15, 2010

PRESENT: Everett Marshall, Tom Bailey, Gordon Miller, Heidi Weston, Heather Pembroke, Charlotte Barrowman, Brett Lindemuth

ABSENT:

OTHERS PRESENT:

MINUTES: Heidi Racht

AGENDA:

- 7 pm Public Comment
- 7:05 Minutes of October 11, 2010
- Mail
- 7:15 Election of Officers
- 7:30 Introduction to HPC and discussion of necessary work
- 8 pm Plan on how to proceed on flood regs
- 9 pm Member Business
- 9:15 Adjourn

The meeting was called to order at 7:04 pm; chaired by Everett Marshall.

Public Comment	No public present.	No action taken.
Minutes of October 11, 2010	Tom Bailey moved to approve the minutes of October 11, 2010; seconded by Gordon Miller.	The minutes of October 11, 2010 were approved unanimously with changes.
Mail	None.	No action taken.
Election of Officers	Everett Marshall started the discussion by stating that he did not want to be the chair. He briefly talked about the responsibilities which include <ol style="list-style-type: none">1. move the group forward in a positive way;2. important to get to the meeting early;3. read the minutes Gordon Miller nominated Tom Bailey; seconded by Everett Marshall. Heidi Weston nominated Gordon Miller, who declined. Charlotte Barrowman nominated Heather Pembroke, who declined.	Tom Bailey was elected chair; unanimous vote. Gordon Miller was elected vice chair; unanimous vote.

	<p>After some discussion, the Commission elected Bailey to the chair.</p> <p>Heidi Racht asked Everett Marshall if he was interested in the position; he said he wasn't.</p> <p>Gordon Miller volunteered for the position. Tom Bailey nominated Gordon Miller for the vice chair position; seconded by Heather Pembroke. The Commission elected Miller to the position of vice chair.</p>	
<p>Introduction to HPC and discussion of necessary work</p>	<p>Review of Documents</p> <p>Tom Bailey addressed the Commission by referring to the Zoning Regulations, Section 6. This section outlines the role of the Zoning Administrative Officer, Zoning Board of Adjustment and the Planning Commission, the latter on which he expounded. He then referred to Title 24, Chapter 117 on State Statute, starting with section 4301.</p> <p>The discussion then briefly touched on how regulations get passed and the role of the Planning Commission with certain obligations.</p> <p>Everett Marshall talked about the VLCT handout of Roles and Responsibilities of members of a Planning Commission.</p> <p>Bailey explained about Executive Session, which is used for personnel and legal discussion. What is said in Executive Session is not discussed outside; no minutes are taken; no action is taken until the group comes out of Executive Session.</p> <p>Setting up a group email address through the town's website was discussed so the community could contact all members. The group agreed to have Charlotte Barrowman contact Nancy Stoddard to see if this could be done.</p> <p>The next topic reviewed was Subdivision Regulations, which included Minor Review and Major Review, Section 5 (Planning Standards). The Commissions' system of conducting subdivision review was discussed including the role of the point person and the checklist for review. Also, notification of neighbors for preliminary review and how the</p>	

	<p>continuance of hearings works.</p> <p>Heidi Weston spoke briefly about Accepted Agricultural Practices (AAPs), with Bailey explaining that these are an exception to the jurisdiction of the town. The regulations can be accessed on www.vtagriculture.com.</p> <p>Silviculture regulations, discussed briefly, can be found in Acceptable Management Practices for Maintaining Water Quality on Logging Jobs in Vermont (BMP).</p> <p>Agendas will be prepared and sent a week ahead of the meeting.</p> <p>Bailey explained how approval of regs works, which was followed by a brief discussion on whether the fees charged for subdivision review cover the cost. Heather Pembroke will get a total of costs of Subdivision Review.</p> <p>Marshall handed out a document on conducting effective hearings.</p> <p>In answer to a question about the number of Commissioners who can be involved in an informal discussion, the answer was no more than three.</p> <p>The budget was reviewed. The Commission agreed that more money was needed for training and that the budget would be finalized at the next meeting for submission to the Selectboard.</p>	
<p>Plan on how to proceed on Flood Regs</p>	<p>Tom Bailey informed the Commission that a new flood map was done in July. The deadline for comments was November 10.</p> <p>He also said that Pam Brangram of the Chittenden County Regional Planning Commission (CCPRC or Regional Planning) will work up an explanation of the differences between the map received in 2009 and the one from 2010. Bailey said he doubted that there would be many changes.</p> <p>The passing of the Flood Regs in Huntington will need to be accomplished six months after it goes to</p>	<p>No action was taken.</p>

final approval.

The HPC discussed timing and that the restrictions on timing shouldn't be the main force as to whether a reg is submitted.

If the town doesn't have approved regs within this time, federal insurance can't be purchased by residents who need it; the residents can purchase commercial insurance, which is three times the rate.

The plan is to try to get something ready for Town Meeting Day. The Planning Commission has to warn a hearing on the regs 15 days in advance of the hearing date. Also, the regs need to be sent to the State for review. After the hearing in December, non-substantial changes can be made to the document before it is forwarded to the Selectboard. Again, a 15-day warning needs to be done before the hearing.

Bailey presented that he developed a reg that is "ready to go." He outlined that the first draft was based on Model 5; the second draft had a list of requirements; the third draft starts out with the existing town reg and updates it.

Heidi Weston said she had conversations with "[people who think the current reg has issues.] This reg is more than the FEMA minimum."

Marshall said, "If we're looking to move forward, I think what Tom has done is quite good." He asked the Commission to read it over and consider it.

Weston asked Bailey to mark off where it exceeds the minimum.

Bailey asked someone else to do the chart. He added that Ned Swanberg asked for members of the HPC not to send any more drafts until there is one approved by the HPC.

Marshall said, "It is a zoning document. It is easy to hand someone a document and have it be read."

	<p>Miller added, "It's a moving target since we have to answer to FEMA."</p> <p>Brett Lindemuth said. "In the Zoning Regs, some mention was made as to the controlling nature of the document."</p> <p>Marshall replied that it is "stated in each reg."</p> <p>Bailey added, "Until we have one that's approvable, we don't have a reg."</p> <p>Marshall suggested looking at different options: "take Tom's document and incorporate some of Heidi Weston's aspects [different draft submitted independently to Ned Swanberg]."</p> <p>Heather Pembroke commented that "some of this isn't going to change. We need to look at areas where things should be discussed."</p> <p>Marshall then said, "Whatever we put forward, someone's not going to be happy with it. We need to look at what is best for our residents."</p> <p>Bailey concluded that there may be questions that "need to be answered, but we're running up against it here."</p> <p>The Commission decided to work on the Flood Regs at the next meeting with a goal of finalizing a document for public hearing in December.</p>	
<p>Member Business</p>	<p>Everett Marshall told about a meeting on Tuesday, November 16, at 7 pm to discuss wastewater feasibility in the villages.</p> <p>Heidi Racht thanked Marshall for serving as chair, noting that he had taken on the position out of obligation and had made a good effort.</p>	

Adjournment: Everett Marshall moved to adjourn the meeting; seconded by Brett Lindemuth. The meeting adjourned at 9:40 pm.

UNAPPROVED MINUTES TO THE HPC: November 19, 2010.

MINUTES APPROVED: November 22, 2010

APPROVED MINUTES TO THE TOWN CLERK: November 24, 2010