

RECEIVED

DATE

*[Signature]*  
April 26, 2012

APPROVED

**HUNTINGTON PLANNING COMMISSION**

Minutes of March 12, 2012

**PRESENT:** Dana Cummings, Ginger Lubkowitz, Everett Marshall, Julia Austin, Gordon Miller

**ABSENT:** Knox Cummin

**OTHERS PRESENT:** Dean Grover

**MINUTES:** Heidi Racht

**Agenda:**

- 7 pm Reorganization of the Board
- 7:10 Minutes of February 27  
Mail
- 7:30 A. Palmer Sketch Review
- 7:45 Public Comment
- 7:55 Regs - Update
- 8 pm Town Plan discussion / decision
- 9 pm Member Business
- 9:15 Adjourn

**Reorganization of the Board**

After a bit of discussion about the role and time commitment of the Board Chair, Commission members Dana Cummings and Ginger Lubkowitz offered to serve in the leadership positions.

Julia Austin nominated Dana Cummings (chair) and Ginger Lubkowitz (vice chair); seconded by Everett Marshall. The motion passed unanimously.

The meeting was called to order at 7:12 pm; chaired by Dana Cummings.

<b>Minutes of February 27, 2012</b>	Ginger Lubkowitz moved to approve the minutes as corrected; seconded by Julia Austin.  <b>The minutes of February 27, 2012 were approved unanimously with changes. Gordon Miller abstained.</b>
<b>A. Palmer Sketch Review</b>	Dean Grover appeared before the Commission to discuss a proposed subdivision on the property owned by Andy and Onnie Palmer, located north of Huntington Center. A letter, dated February 23, 2012 and signed by the Palmers, authorized Grover to speak on their behalf.  Grover reviewed the proposed site plan for the 211-acre parcel, which includes three lots. Two smaller lots of 5 acres and 6 acres are located nearer to the road, with an easement to the back 200 acres. Currently, the property has a residence and small outbuildings (Lot 1); and in a different area, there is a

	<p>wood shop and storage building that now serves as a garage (Lot 2). The two areas would be separated and the plans showed two potential house sites on Lot 2. Two existing driveways would meet the access for the subdivision. Grover mentioned that some work had been done on the steep driveway leading up to the house, which has been challenging.</p> <p>Grover stated that the State would have considered this to be a two-parcel development. It was clarified that this would be a Major Subdivision of three parcels, including the two closest to the road. He mentioned that there was a possibility of one buyer purchasing most of the property and using the wood shop as a sugarhouse. Then, it would be a Minor Subdivision of 205 acres and 6 acres.</p> <p>In discussion of the maps, the Commission noted that the name of the applicant needed to be added; the entire property needs to be shown on the map and Grover said that this could be shown on an inset.</p> <p>It was clarified that the deer wintering area is 300' or more from any proposed development. Prime agricultural soils were shown on a small corner of the north side of the property and were not significant to the project. The project was developed to have the fewest number of easements, but there would be some with replacement septic systems with the wastewater for Lot 1 having an easement on Lot 2.</p> <p>There are no wetlands of concern, it was concluded, after a discussion on wetlands and the function value of Class II wetlands, as explained by Everett Marshall.</p> <p>Power poles were discussed and Grover said he would check into this.</p> <p><b>Ginger Lubkowitz will serve as the HPC contact person with the applicant.</b></p> <p>Dana Cummings reviewed the process for Major and Minor subdivision review, which includes action on the part of the applicant within six months. If this timeline is not met, another Sketch Plan Review will need to be held.</p> <p>The Commission scheduled a Site Visit for 6:30 pm on March 26.</p>
<b>Mail</b>	<ol style="list-style-type: none"> <li>1. VLCT postcard on a Planning and Zoning Forum to be held on April 11.</li> <li>2. Notice of Town of Bolton Town Plan hearing on April 10, 6:30 pm. It was noted that Bolton is proposing to readopt its existing Town Plan as an interim document.</li> </ol>
<b>Public Comment</b>	No public was present.

<p><b>Regs Update</b></p>	<p>The Commission discussed the Public Hearing to be held on March 22, at the Huntington Public Library. Throughout the discussion, it was emphasized that the purpose of the evening was to solicit comments from property owners. The Commission would present opening remarks and noted the changes to the document.</p> <p><b>Ginger Lubkowitz will check in with Anne Dannenberg about the availability of a projector.</b></p> <p>In discussion about the format of the meeting, the point was raised about how much discussion should be done on an individual point.</p> <p>The Commission talked about the 300' setback from the deer wintering habitat, which was described as "onerous," with nothing except for a variance to allow the property owner to use the property. Right now, there is no provision for anything else.</p> <p>It was decided that the emphasis should be on the new wording right at the front of the section.</p> <p>The discussion then covered the process of how the Commission went about making changes like changing the front setback to 50 feet in order to make the document consistent [note: the original discussion was about putting buildings closer to the road, especially in the village, to create more of a sense of place].</p> <p>Other discussion points included:</p> <p>Contractors' Yards have been separated from Home Occupation Vehicle Repair, which has been clarified.</p> <p><b>Ginger Lubkowitz will ask Heather Pembrook to write a summary of the section.</b></p> <p>The Performance Standards have been revised to be more workable and to achieve balance within the regs for neighbors' concerns. Everett Marshall said that before the revisions, it was very difficult for anyone to have one of these businesses; now, it is less restrictive, within reason. He noted, "One could go through conditional use without requiring a variance."</p> <p>The section on signs was tightened, mostly addressing sign size and lighting.</p> <p>Off-street Parking Standards were defined.</p> <p>Accessory apartments have several changes including an increase in size and the removal of the owner-occupant requirement.</p>
---------------------------	---

	<p>Several changes addressed in Section 5.22 were changed including the addition of brooks; the removal of language regarding setbacks from wetlands, deer wintering habitats and small water areas like vernal pools; and discussion around the deer wintering maps.</p> <p>Section 5.24 on telecommunications towers was written by Tom Bailey, who will be asked to write a brief overview.</p> <p><b>Dana Cummings will pull together the presentation and circulate it to the Commission for comments and suggestions.</b></p> <p>In further discussion, the Commission again emphasized that the purpose of the hearing is to take comments and answer questions.</p> <p><b>Dana Cummings will ask Britt Cummings to moderate the hearing.</b></p> <p>The Commission decided to make the meeting of March 26 a working meeting on the regs revisions. The scope of the changes to be made after the hearing was discussed; specifically, do changes need to be made if people “are unhappy.” It was noted that comments at hearings are “often complaints” and the most effective way to receive changes was with written comments since they are “easier to incorporate.” It is hoped that the changes can be made on March 26 and the document forwarded to the Selectboard or the revised for another public hearing.</p> <p>Cummings mentioned that Tom Bailey had shown the revised regs to Dori Barton and Aaron Worthley, who had submitted comments. Would these comments need to be resubmitted after the hearing? Gordon Miller said he thought it wasn’t appropriate for Bailey to contact Barton and Worthley. Marshall refuted this, noting, “we all do it. We seek comments in other ways.” He then pointed out that Miller had also done this around the deer wintering setback when many residents had shown up with concerns because Miller had contacted them. Cummings concluded that the Commission should talk about this “when Knox is here.”</p> <p>Marshall then talked about the “rules of hearings” and that issues that are raised in a hearing are public, unless the discussion takes place in Executive Session or Deliberative Session. Austin added, “We all have conversations with people about non-confidential things that come up at meetings.”</p>
<p><b>Town Plan Discussion</b></p>	<p>The Commission discussed the Town Plan, which will expire on June 18, 2012. It was determined that the most expeditious route would be to re-adopt the existing Town Plan as an interim while working on revisions to the Town Plan for later adoption.</p> <p>Everett Marshall moved to readopt the existing Town Plan as an interim with</p>

	<p>just a date change, so it remains valid; seconded by Gordon Miller.</p> <p>In discussion, Julia Austin pointed out that it's important to acknowledge that there are parts that are obsolete. In response, someone noted that the simple "housekeeping" changes for the regs have taken over two years and this could happen again. Thus, the looming drawbacks (no changes to regs or ordinances, no grants) to holding up the re-adoption by opening the document to changes, held sway.</p> <p><b>The Commission unanimously passed the motion to readopt the existing Town Plan as an interim.</b></p> <p>Dana Cummings suggested, "developing a constructive process to solicit comments and get public participation, to develop a strategy for tasks." He asked the Commission members if they wanted ad hoc committees for specific sections.</p>
<p><b>Member Business</b></p>	<p>1. Everyone agreed that the cake that Tom Bailey had left for the meeting was "great" and sent compliments to the baker.</p>

**Adjournment:** Julia Austin moved to adjourn; seconded by Everett Marshall. The Commission voted unanimously to adjourn at 9:19 pm.

**UNAPPROVED MINUTES TO THE HPC:** March 19, 2012

**MINUTES APPROVED:** March 26, 2012

**APPROVED MINUTES TO THE TOWN CLERK:** April 25, 2012