



Heidi Racht, Town Clerk

APPROVED

## HUNTINGTON PLANNING COMMISSION

Minutes of July 22, 2013

**PRESENT:** Everett Marshall, Julia Austin, Knox Cummin, Dana Cummings, Gordon Miller, Heather Pembrook

**ABSENT:**

**OTHERS PRESENT:** Ed Hanson, Jean Kingston, Jim Urquhart

**MINUTES:** Heidi Racht

### Agenda

7 pm	Town Plan
	Historic Features
	Land Use
	Introduction
8:30 pm	Public Comment
8:40 pm	Minutes of June 10, 2013
	Minutes of June 24, 2013
	Minutes of July 8, 2013
	Mail
9:15 pm	Member Business
9:30 pm	Adjourn

The meeting began at 7:16 pm; chaired by Dana Cummings.

<b>Town Plan</b>	<p>Discussion on the Town Plan revisions began with the section on <b>Historic Features</b>, drafted by Ginger Lubkowitz and Heidi Racht. This section will go through another draft, based on the discussion of the evening, including the following suggestions: inserting a UMH drawing and photos, condensing paragraphs 3-5; reducing the section referring to HHCT, allowing a streamlined permitting process for renovation in order to maintain historic structures and exploring the expansion of the town's conservation fund to make historic structures eligible.</p> <p>The Commission discussed the <b>Introduction</b>, which was drafted by Heidi Racht and edited by Knox Cummin. Among the discussion at the meeting was a suggestion by Julia Austin to make broad mission statements and include the <b>Relationship to Other Towns</b> in the beginning of the document and to move the information about amending the document at the end, in a separate section.</p> <p>Heather Pembrook said that she wanted the introduction to show purpose:</p>
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	<p>guide the regulations and their creation, meet state requirements, get grants as the granting agencies often reference the priorities stated in the Town Plan, provide a collective vision.</p> <p>She suggested making the third sentence of the purpose a vision framework. The Vermont Planning manual definition of planning commission should also be examined with sections incorporated.</p> <p>The Commission decided to discuss the section on managing and amending at a future meeting.</p> <p>There was a brief discussion about the five-year option on revising the plan. There was some hope expressed that a comprehensive overview might mean that the next revision could be minor.</p> <p>Heidi Racht suggested that the 1998 survey results, being 14 years away, might be construed as being old data. It was pointed out that survey done in October 2011 supported the survey results done in 1998.</p> <p><b>Land Use</b> was covered next. So far, there is one goal. Knox Cummin talked about splitting this section into two areas: village and rural. This would allow discussion about developing a vision for growth in the town that maintains the town's rural character.</p> <p>This then led to a discussion about water/wastewater and how this would tie into a capital plan with shared systems and user fees discussed. This was discussed in the context of Richmond recent doubling of water and septic rates.</p>
<p><b>Public Comment</b></p>	<p>Jean Kingston, Waitsfield Champlain Telecom, Zoning Administrator Ed Hanson and Jim Urquhart of WCVT attended the meeting to talk about setbacks for utility exchange boxes for increased broadband capability.</p> <p>Ed Hanson introduced the topic. He related that Kingston had contacted him about an easement right on the ROW (right of way) of the town. This does not meet the setback of 50 feet. WCVT plans to use six different locations for the exchanges and Kingston would like to not have to go through a ZBA Variance Hearing for each one. Is there a way for the HPC to give direction to the ZBA to have a single hearing for all the sites?</p> <p>Hanson then pointed out that since this is a utility, 5.2.4.3 (e)2 of the regs exempts utilities from permitting.</p> <p>It was explained that the boxes are attached to posts, they might be considered structures; however, they meet the exemption from permitting</p>

because each is less than 150 square feet. Furthermore, utilities are exempt at 300 square feet. That said, the setbacks are not exempt and these structures need to be near the road for servicing. They, however, cannot be attached to existing poles since that would put them too close to the road for servicing, including getting the service vehicle off the road.

Urquhart also stated that “to put it back doesn’t make engineering sense.”

Hanson said he had originally called Selectboard chair Jim Christiansen who told him to contact the HPC.

WCVT wants to present a unified project for the town and Kingston and Urquhart are seeking a dispensation to have the ZBA review it as a package.

The first site has been solidified and they are ready to move on it. The other sites have not been identified, which makes notification of adjoining property owners problematic.

Kingston said she “doesn’t want to be more than 50 feet off the property line” and Urquhart, explaining about fiber optic interface, said that the cabinets had been put on concrete slabs but that was discontinued because it was hard to open the doors in the winter. The cabinets on the posts are now smaller.

Knox Cummin asked about the color of the cabinets and Julia Austin asked if there were any photos. Heather Pembroke read the definition of structures. Hanson said “if the Planning Commission would say that these aren’t structures, everyone would be very happy.” There followed a discussion of the definitions.

Hanson again asked for project review rather than individual installations. He said, “If we have to go to the ZBA, then it would be appropriate to have the Planning Commission’s opinion.”

Racht asked about notification of neighbors and Kingston objected pointing to the timing of the project and pointing out that the Audubon is ready.

Urquhart stated that “no other town” required setback adherence. Hanson added that any work in the public ROW needs to go to the Selectboard.

Austin suggested sticking the cabinets on the poles. Dana Cummings said that he wanted to think about the request and read in on it. Pembroke added that there would be a decision by the HPC at the next meeting.

	<p>Gordon Miller expressed his opinion that the project should go the to ZBA to seek a variance.</p> <p>Pembrook asked about the timeline. Urquhart replied it would be “easier for us if we know what we are going after. I think it should be interpreted as a pole.</p> <p>Racht suggested that, as timing seems to be urgent, they go for the variance for the first cabinet at the Audubon; this might even help pave the way for the other five easements when people see the first one.</p> <p>Hanson pointed out that poles through a property don’t require a permit. He added that he would not be issuing a permit on this because they are exempt, but need to meet the setback.</p> <p>Miller said that the Commission needed advance information to give the matter complete thought. Urquhart asked, “Does this board have jurisdiction over poles?” Hanson added, “This is a utility cabinet – this is an arrangement similar to running poles into a property. This is exempt from anything we have in the regulations.”</p> <p>Knox Cummin asked if there was any new information and then thanked them for coming in.</p> <p>Dana Cummings suggested that the legal department of WCVT make a determination. Racht proposed a consultation with VLCT (Vermont League of Cities and Towns).</p> <p>Pembrook suggested that this is a ZBA issue. Hanson proposed a meeting with the ZBA like an informal sketch plan review with no notification of the neighbors.</p>
<p><b>Minutes of June 10, 2013</b></p> <p><b>Minutes of June 24, 2013</b></p> <p><b>Minutes of July 8, 2013</b></p>	<p><b>MOTION:</b> Julia Austin moved to approve with changes; seconded by Knox Cummin. Minutes approved with changes; with Pembrook abstaining.</p>
<p><b>Member Business</b></p>	<p>The Commission discussed the interaction at the public comment. It was noted that Hanson had contacted Racht about the meeting earlier that day and the only opening on the agenda was under Public Comment. People</p>

	showing up with new issues need to be told that the Commission cannot act immediately. The Commission would like materials the previous Thursday so it can be reviewed in a fair and consistent manner at the meeting.

**Adjournment:** Gordon Miller moved to adjourn the meeting; seconded by Julia Austin. The Commission adjourned the meeting at 9:50 pm.

**UNAPPROVED MINUTES TO THE HPC:** August 4, 2013

**MINUTES APPROVED:** August 12, 2013

**APPROVED MINUTES TO THE TOWN CLERK:** August 15, 2013