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DATE January 14, 2014

APPROVED

HUNTINGTON PLANNING COMMISSION

Minutes of December 9, 2013

PRESENT: Everett Marshall, Knox Cummin, Dana Cummings, Gordon Miller

ABSENT: Julia Austin

OTHERS PRESENT: Ken Pillsbury, Miles Jenness, Caitlin Jenness

MINUTES: Heidi Racht

Agenda

- 7 pm Meeting begins
- 7:05 Review of December 5 Public Hearing comments
- 8:05 Minutes of November 11, 2013
Minutes of November 18, 2013
- 8:20 Public Comment
- 8:30 Final Subdivision Review - Pillsbury Minor Subdivision
- 9 pm Member business
Mail
- Review of HPC Clerk invoice: July 1 - December 4
- 9:30 Adjourn

The Planning Commission meeting began at 7:05 pm; chaired by Knox Cummin. Minutes were taken by Heidi Racht.

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| <p>Discussion of Public Hearing Comments</p> | <p>The Commission reviewed the comments made at the Town Plan Public Hearing, held on December 5, 2013, at the Huntington Public Library. Corrections/changes were made directly on a master copy of plan. The Commission received comments in writing from Linda Fickbohm and Jeanine Carr. Town Administrator Barbara Elliott submitted a copy of the document with personal comments and corrections to content and grammar, spelling and punctuation. A memo from CCRPC (Chittenden County Regional Planning Commission) stating compliance of the document to the state statute and also offering punctuation and typographical corrections was also reviewed.</p> <p>ACTION ITEM: Heidi Racht will make changes to the document and circulate it to the Commission in time for perusal before the next meeting.</p> <p>Most of the discussion was on the language on page 5.</p> <p>The Commission discussed, at length, terminology around village center, village core, village district and the common names of the Lower Village, Upper Village and Huntington Center, also known as the Center. All agreed that a distinct language was needed to keep the issues around the village</p> |
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| | <p>center and density separate from what is traditionally had been called the Village District.</p> <p>Dana Cummings noted that the Village Center designation is separate. Knox Cummin agreed that it is the same boundary as the designation from the state. A decision was made to change the designation from Village Core to Village District. And, while Huntington's boundary for the village may change, the decision was made to stick with the Designated Village Center. The Designated Village Center is the state designation by Department of Housing & Community Development.</p> <p>The Commission then discussed comments on density. Acknowledgement was made of the opinions of the people who live in the villages with KC commenting, "This is their turf. They live there." DC noted that some of the comments reflect the concept of "I really like it the way it is." He stated that it was not a "basis for planning. It [the village] will change."</p> <p>An increase in density proposed for the villages "raises the alarm." If there's any growth, it is on one lot, as opposed to being done throughout the village. KC said the language "should not be so forceful."</p> |
| <p>Minutes of November 11, 2013</p> <p>Minutes of November 18, 2013</p> | <p>Tabled until the next meeting.</p> |
| <p>Public Comment</p> | <p>Knox Cummin "took off his HPC hat" and asked the Commission to write a letter about the VTel tower. This is a 90-foot tower proposed for the southern edge of the Lower Village on the bank between East Street and the Main Road. There was much discussion about the public comment period for the project since it appears that VTel has now put it on hold. Concern was expressed that the Commission, by waiting, may miss the deadline.</p> <p>ACTION ITEM: Dana Cummings will write a letter from the Planning Commission that states concerns about the tower and its location in the village as well as its position in the view and the encroachment on setbacks and precarious location on the edge of a steep bank.</p> <p>Miles Jenness commented that he agreed with the Commission that it would change the character of that area of the town.</p> |
| <p>Final Subdivision Review - Pillsbury Minor Subdivision</p> | <p>Attendance: Ken Pillsbury, Miles Jenness, Caitlin Jenness</p> <p>The Public Hearing for the Final Subdivision Review - Pillsbury Minor Subdivision began at 8:31 pm, chaired by Knox Cummin.</p> |

The Official Notice Final Subdivision Review was read by the chair; introductions were made.

A brief overview of the project was given by Caitlin Jenness:

The Minor Subdivision is two lots, with the intention of conveying 14.9 acres of Ken Pillsbury's 91.2 acres to Miles and Caitlin Jenness. This property represents the remainder of Pillsbury's land located on the west side of the Huntington River. It is in the Village District. The Jennesses propose to construct one single-family dwelling. A small portion of the land is in the flood plain; the proposed house site is not located on this portion.

Jenness concluded, "There are no issues that we have come across."

Ken Pillsbury directed his comments to the Commission: "I think we should all be thankful to Caitlin and Miles. I am grateful that they will become our neighbors. ... I hope they will become my neighbors." Caitlin Jenness asked the clerk if this was in the minutes; Racht replied that she had written it all down.

Knox Cummin explained about ex parte communication and disclosure. All members of the HPC said that there had been no discussion with the applicant.

Everett Marshall explained what denotes an interested party. No one so described was present at the hearing.

In answer to a question from Dana Cummings, Caitlin Jenness said that no changes had been made to the plan since Sketch Plan Review. The application had a draft Easement Agreement from the neighbors.

Dana Cummings asked about the flood area. The area to be developed is not in the FEMA designated area and the proposed buildings will meet the 100-foot setback from the Huntington River. Jenness added that Grover Engineering had designed the site plan and septic. Miles Jenness said that they had not received an ANR permit. Pillsbury asked about the flood designation and if it affected the purchase. The answer was that any land with designated flood zones could still be sold; the limitation would be on placement of buildings.

Knox Cummin moved to close the hearing; seconded by Everett Marshall. The Commission voted unanimously to close the Public Hearing at 9:16 pm.

The members of the Commission were polled and a determination was made that a quorum could be reached for a meeting to be scheduled for December

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| | <p>16. This extra meeting was scheduled as the Commission had not planned to meet on December 23 and Ken Pillsbury stated that he hoped to close on the property before 2014. No promises were made as to the timing of the decision, but the Commission acknowledged the request and said it would deliberate on the project on December 16.</p> |
| Town Plan | <p>The Commission returned to working on the Town Plan.</p> <p>Under the section on Historic Features (page 40), the Vermont Downtown Program should be reviewed.</p> <p>ACTION ITEM: Heidi Racht will review this and report back to the Commission.</p> <p>On page 51, the artwork for the table, which was done in color, does not translate into black and white and looks muddy.</p> <p>ACTION ITEM: Heidi Racht will ask Julia Austin to try textures instead of colors. Also, the source for the figures needs to be inserted on the page, per notes given by CCPRC.</p> <p>A phrase describing affordable housing needs to be inserted into the document.</p> <p>ACTION ITEM: Insert phrase describing affordable housing into the Housing Section.</p> <p>The Commission discussed Doug Graver's letter, which didn't address specific items in the Town Plan, but rather expressed philosophical aversion to the property tax funding of local government.</p> |
| Mail | <p>1. Jane Oliver, 43 Camels Hump Road, ANR letter dated December 3, received December 5, acknowledging the receipt of an application for a replacement wastewater permit (ww-4-4162).</p> |
| Invoice from the HPC Clerk | <p>The Commission reviewed the invoice from HPC clerk Heidi Racht for July through November. An acknowledgement was made of the uncompensated time volunteered on sections of the town plan, municipal planning grant and graphic design for the town plan booklet.</p> <p>ACTION ITEM: Gordon Miller moved to approve; seconded by Dana Cummings. Approved unanimously.</p> |
| Member Business | <p>Knox Cummin said that the responsibilities of being the HPC chair were taking too much time and he needs to distribute the workload. He suggested that</p> |

Everett Marshall could run the hearings; Gordon Miller could address correspondence and referencing regs; Dana Cummings could reference regs and contribute to research and Julia Austin could do research and review the minutes and other documents and send to the rest of the group.

Cummin said he was good at managing projects and was willing to work on the Municipal Planning Grant.

He commented that it was all the extra requests outside the meetings that were taking too much time, like excessive emails. Dana Cummings agreed, noting that "when you are the chair, people come out of the woodwork to contact you." He related getting calls during supper and on weekends.

Dana Cummings then pointed out that there were five meetings until Town Meeting.

Everett Marshall stated, "We need to get new members." He then suggested a re-organization of the Board with a rotating chair. Racht commented that the Library Board had done this for a few years with good success.

The Commission discussed the calls out of hours and other time-consuming activities outside of the meetings. Knox Cummin noted that some tasks "could be consistent for one person." Dana Cummings replied, that after two years as the chair, he still had to go to the regs for answers at a hearing. "The tough questions and continuous intrusion needs to be part of the discussion with the Selectboard about the DRB."

Adjournment: Everett Marshall moved to adjourn the meeting; seconded by Dana Cummings. The Commission adjourned the meeting at 10:53 pm.

UNAPPROVED MINUTES TO THE HPC: December 19, 2013

MINUTES APPROVED: January 13, 2014

APPROVED MINUTES TO THE TOWN CLERK: January 14, 2014