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**HUNTINGTON PLANNING COMMISSION**

Minutes of August 12, 2013

**PRESENT:** Everett Marshall, Knox Cummin, Gordon Miller, Heather Pembrook

**ABSENT:** Julia Austin, Dana Cummings

**OTHERS PRESENT:** Jim Christiansen, Roman Livak

**MINUTES:** Heidi Racht

**Agenda**

Public Hearing on Zoning Regs revision

6:30 pm Community Church of Huntington annex

Regular meeting to follow

Minutes of July 22, 2013 (time allowing before 7 pm)

Mail

7 pm Town Plan

Education, Transportation and Housing

9 pm Member Business

Minutes, mail (if not already addressed)

9:15 Public Comment

9:30 Adjourn

**Public Hearing on Zoning Regulations Revision**

The purpose of the hearing was to address a petition for revisions to the Zoning Regulations Section:

5.7.1(3) At least two (2) off-street parking spaces shall be provided for each dwelling unit and no additional access drives are to be created.

To read:

5.7.1(3) At least two (2) off-street parking spaces shall be provided for each dwelling unit.

The proposed amendment is in the form of a change to the current Zoning Regulations (adopted July 9, 2012).

The hearing began at 6:37 pm; chaired by Heather Pembrook. Minutes were taken by Everett Marshall.

In attendance at the hearing were Jim Christiansen and Roman Livak. Heidi Racht arrived at 6:50 pm.

Public Comments made:

Livak said that the request is invalid. Access points need to be controlled. It is also an issue of safety. He said that direction needs to be given to the Zoning Administrator and the town needs to encourage single point access to properties.

Christiansen said that, as the Zoning Regulations are currently written, there is an opportunity for a variance, if needed. The HPC needs to make sure that the regulation follows the Town Plan. He encouraged the Commission to finish the Town Plan first to make sure any new regulation follows the updated plan.

Racht said that, although it had been stated otherwise in meetings, the Huntington access is not out of line with the regulations in nearby towns. In fact, Bolton's regulation specifically states that the access for an accessory dwelling has to be the existing residence access. She also pointed out that recent flood was exacerbated by plugged culverts and additional driveways would become a maintenance to the taxpayers.

The hearing closed at 6:55 pm.

The Planning Commission meeting began at 7 pm; chaired by Heather Pembroke. Minutes were taken by Heidi Racht.

<b>Minutes of July 8, 2013</b>	<b>MOTION:</b> Heather Pembroke moved to approve with changes; seconded by Knox Cummin. Minutes approved unanimously with changes.
<b>Mail</b>	<ol style="list-style-type: none"><li>1. ANR wastewater permit ww-4-1808-2: Katherine Barron, Bridge Street, August 6, 2013; received August 12, 2013.</li><li>2. ANR wastewater permit ww-4-4067: Eric and Jen West, 84 Longhorn Drive, and Jeff and Shelly Underwood, 92 Longhorn Drive, July 19, 2013; received August 12, 2013</li><li>3. ANR letter to Nellie Jaques regarding application to replace failed septic system, 39 Mayo Road, received August 12, 2013.</li></ol>
<b>Town Plan</b>	<p>The discussion began with an issue of protocol. Knox Cummin has offered to be the noodge [wordsmith.org etymology: From Yiddish nudyen (to pester, bore), from Polish nudzic...A cousin of this word is nudnik (a boring pest). First recorded use: 1960.] on the Town Plan schedule. He pointed out that it was important for the work schedule to be maintained. If someone is unable to get his or her section done, contact needs to be made in advance so another section can be scheduled for review.</p> <p>Racht offered to send the Commission a pre-agenda on the Monday of the week prior to the meeting and asked that the members read it and respond, so the agenda can go out on Wednesday. She said she didn't wanted to send</p>

out revised agendas as it was confusing – the email list is quite long. The members present agreed to read the agenda and said it would be helpful if the subject line had an attention grabber.

**ACTION ITEM: Racht will send out a pre-agenda on Monday and the members of the HPC will read it and reply before Wednesday.**

### **Education**

The second draft of this section was reviewed. Pembroke suggest that the School Board be asked for a list of future challenges and solutions. Three items were suggested for the goals:

Promote highly-motivated academic learners and critical thinkers, who then become lifelong learners.

Encourage parents, teachers and administrators to believe in the inherent ability of all students.

The group agreed that the section on Brewster-Pierce School needs more detail, which Racht will do: local foods, nutrition classes, foreign language, full-day kindergarten, preschool, after-school activities like YMCA and Girls on the Run.

Also, the concept of later buses for activity participation at CHMS and MMU should be mentioned. The idea of having a bus from Huntington to events in the evening will also be in this section as well as in Transportation.

**ACTION ITEM: Racht will send the revised draft to the School Board concurrently as it is reviewed by the HPC.**

### **Housing**

Briefly discussed. Gordon Miller said that Melanie Needle of CCRPC (Chittenden County Regional Planning Commission) “wants to plug in some numbers” in this section.

This section was not reviewed at this meeting, but the Commission talked briefly about the offer by Huntington Green (elder housing committee) to write about elder housing. This group is meeting on either August 27 or 28, which is after the next HPC meeting, so the discussion on this section should be scheduled for September 9.

The Commission then went on to discuss the terminology in the document. Cummin reported that Regina Mahony had reviewed the Land Use section and had recommended having three categories and not necessarily the same

terms that had been suggested earlier. Three three categories are: goals, objectives and implementation. Miller suggested getting this in writing.

Cummin went on to say that the “bottom layer” or Implementation is more regulations.

Pembrook proposed having an explanation of the categories in the Introduction and note that this addresses the similar categories of Policies and Programs.

In any case, consistency in terminology must be maintained in the document for readability.

**ACTION ITEM: The Commission decided on three categories for each section of the Town Plan: Goals, Objectives and Implementation.**

The Commission decided to have a discussion about what is at the next meeting and set the agenda for Town Plan discussion at the end of the meeting.

Racht said that she is unable to get permission to read the documents that are posted to Google docs.

**ACTION ITEM: Dana Cummings will invite Heidi Racht to have access to the Google docs.**

**ACTION ITEM: Pembrook will post Land Use and also send it as a Word document.**

There was more discussion on Google docs. The issue remains that each section is a single document, unrelated to the others. Racht will still keep the consolidated document updated as this will be used to publish the draft.

#### **Transportation**

Among topics discussed was the Act 16 requirement that Town Plans will need to have a separate section on resiliency by June 2014. Pembrook speculated that, since all towns will be doing this language, there might be a draft at the state level.

**ACTION ITEM: Pembrook will talk with someone at the Rivers Program about draft language for resiliency.**

The roads in Huntington have been hugely affected by flooding in the past two years. Marshall commented that the big storm events point out the

weaknesses in the road system. There was some brief discussion about Hank Lambert's recent report on what would need to be done to bring the roads in Vermont up to a standard that would save them from perpetual damage. This is a phenomenal investment and probably out of range for Vermont.

Ditching and cross-culverts were discussed. It was proposed to insert language about working with landowners to build driveways that that direct water away from the road and also to develop stormwater systems. Marshall talked about reducing the water load ,pre frequent culverts.

An implementation point needs to be inserted about educating residents about culvert maintenance.

Also, the town's roadside vegetation removal program (mowing) should address nuisance and invasive plants. Best Practices for Roadside Mowing should be a resource.

The Commission discussed the traffic on the road and the speed north of the Lower Village. Marshall commented that the speed increases to 45 mph in a place with blind curves and the area north of Texas Hill would benefit from a lower speed limit.

#### **LAND USE**

Among other topics discussed is the fact that PRD (Planned Residential Development) is a term that is no longer used. Cummin said that he would use RPUD (Rural Planned Unit Development) as a means to separate the concentrated Village District from the rest of the town.

The concept of Progressive Density Bonus was discussed. Briefly, this means that if a landowner reduces a RPUD to a smaller acreage, there could be a bonus. For example, the 40-acre property with a proposed five-acre footprint of eight residences could have an increased density if the foot print was reduced to four acres. To be discussed further.

The Commission talked about the river corridors and definitions that would need to be added to the document, so everyone was clear on the terminology during discussion.

**ACTION ITEM: Pembroke will send out the definitions from the river management people: flood hazard, fluvial erosion, river corridor.**

Public water supplies in Huntington were discussed. The common belief is that Huntington has two: Huntington Woods Fire District #1 and Brewster-Pierce School. Marshall said that these are source protection areas and Lazy

	<p>Brook Trailer Park, although technically in Starksboro, also qualifies since there are three residences in Huntington. He said there were more than three public water supplies in the town.</p> <p>It was proposed to put the Zoning Districts and other maps at the end of the document.</p> <p>The final draft of the document is projected to be done on September 30.</p>
<b>Public Comment</b>	No public was present.
<b>Member Business</b>	<ol style="list-style-type: none"> <li>1. Everett Marshall reported on the Science to Action field trip to the Audubon Center on August 10. The presentation by Keith Thompson and Kristin Shanquist was well-attended. A number of the participants were landowners. He described it as “an outstanding program” and explained bird habitat with “growing goals” for forests to provide this.</li> <li>2. Marshall reported on a Science to Action meeting that VNRC want to have with the Planning Commissions of the four participating towns. This would relate the work of the project to Land Use, Housing and Natural Resources. There were also some ideas about zoning changes. He said that these would be addressed as soon as the work on the Town Plan is done.</li> </ol>
<b>Town Plan Schedule</b>	<p>Knox Cummin reported that CCRPC wants to look at the Town Plan. That group meets every two months: September 19 and November 20. The Commission agreed to “give them what we have” on September 11.</p> <p>The schedule of meetings was reviewed it was suggested to add these to each agenda as a reinforcement of the concept of the work to be done. September: 9, 23, 30 and October 14, 21 and 28.</p> <p>August 26 Town Plan Topics:  Economics (Everett Marshall will also talk to Mark Smith);  Child Care (Dana Cummings – finish)  Education (Heidi Racht – finish)  Historic Features (Heidi Racht – add adaptive reuse of barns)  Population (Everett Marshall – finish)  Relationship to Surrounding Towns (Heidi Racht – update)</p> <p><b>ACTION ITEM:</b> Knox Cummin will contact Debbie Worthley regarding completion of section on Elderly Housing to then go to Gordon Miller for inclusion in Housing.</p> <p><b>ACTION ITEM:</b> Heidi Racht will send the Elder Housing section in the</p>

	<p>current plan to Worthley.</p>
<p><b>Discussion on Public Hearing</b></p>	<p>The Commission reviewed the Public Hearing, held earlier this evening. The members each spoke.</p> <p>Marshall said there was an issue with the person or group that circulated the petition not being present. He said it was “best to finish the Town Plan and then work on the regs.”</p> <p>Miller said he supported the amendment. The reg “singles out Accessory Housing [by not allowing a separate driveway access].” Other accessory buildings have access to the street. He gave examples of Jeff Palin’s duplex and the Huntington Garage.</p> <p>Pembrook said she didn’t support the proposed amendment.</p> <p>Cummin said he didn’t support it “in general” but would consider a “district by district basis.”</p> <p>Racht said she had a question regarding all the properties that have multiple accesses. She then asked Miller if he knew of any recent second accesses given to property owners for non-residential accessory buildings. There have been few driveway permits issued and the town allows curb cuts with a permit. She wondered if the properties with multiple accesses had done this before the accessory dwelling language in the regs. Someone pointed out that Julia Austin and Jeff Chapman had been required to remove the first driveway access on their property when they had applied for a new driveway.</p> <p>Since public comments are accepted until August 19, the Commission decided to allow 15 minutes on this topic at 8:30 pm on August 26. By Statute, the amendment will be forwarded to the Selectboard as petitioned, although the Commission can make recommendations and the governing body can change it.</p>

**Adjournment:** Everett Marshall moved to adjourn the meeting; seconded by Knox Cummin. The Commission adjourned the meeting at 9:52 pm.

**UNAPPROVED MINUTES TO THE HPC:** August 14, 2013

**MINUTES APPROVED:** August 26, 2013

**APPROVED MINUTES TO THE TOWN CLERK:** September 3, 2013