

APPROVED

HUNTINGTON PLANNING COMMISSION

Minutes of September 2, 2014

PRESENT: Everett Marshall, Knox Cummin, Mark Smith, Terry Ryan

ABSENT: Beverly Little Thunder

OTHERS PRESENT:

MINUTES: Heidi Racht



RECEIVED *[Signature]*
DATE September 22, 2014

- 7 pm Meeting Begins
- Public Comment
- Minutes of August 19, 2014
- Mail
- 7:10 Budget FY 2015-2016 (Heidi, Mark)
- 7:30 Review of Grant (Knox, Everett)
- 7:45 Town Plan: final preparation for returning our revisions to the SB: (Everett, Knox, Heidi, Mark)
 - Spreadsheet
 - Maps
 - Town Plan track changes,
 - final clean up and edits
- 8:30 Zoning Administrator appointment (Mark)
- 8:45 Community outreach policy (Mark)
- 8:50 Member Business
- 9 pm Adjourn

The meeting began at 7:10 pm; chaired by Mark Smith.

Public Comment	No public present.
Minutes of August 5, 2014	Tabled
Mail	<ol style="list-style-type: none">1. CCRPC 2014 Public Engagement Plan.2. ANR notification of replacement of failed septic system permit: 1276 Sherman Hollow Road.3. Notification from VTrans regarding permit needed for access to Class 1 Roads and State Highways; Huntington has neither.
Minutes of August 19, 2014	MOTION: Terry Ryan moved to approve with one change; seconded by Knox Cummin. Passed unanimously.
Budget	Revision of 2014-2015 HPC and DRB budgets proposed to send to DRB. The discussion was mainly about how to make this work between the two

	<p>boards because the number of meetings that the DRB could have is unknown. Also, as Knox Cummin remarked, the HPC might be able to scale back its meetings to once per month once the Town Plan is approved and the regulations revision are underway. The HPC will still need the majority of its printing and postage budget for the regs revision as well as some of the advertising.</p> <p>ACTION ITEM: Mark Smith will represent the HPC's proposal to the DRB.</p> <p>The Commission then had a discussion about 2015-2016 HPC budget, which is similar to the revisions made to 2014-2015.</p> <p>MOTION: Terry Ryan moved to approve; seconded by Mark Smith. Approved unanimously.</p>
<p>Town Plan</p>	<p>Discussion was focused on map titles and numbers. Changes made to map titles and references in document.</p> <p>As the Town Plan is on the agenda of the September 8 Selectboard meeting, the Commission decided that the HPC should be there to answer questions.</p> <p>Changes to maps: Map 6a is now Map 6: Land Use Districts Map 7a is now Existing Buildings and Parcels Map 2 – Groundwater Protection overlay will be added</p> <p>Everett Marshall will make final corrections and circulate the document to the HPC members before forwarding it to the Selectboard on Wednesday evening.</p>
<p>Town Administrator Reappointment</p>	<p>Town Administrator Ed Hanson's three-year contract is up for renewal in September. The Planning Commission makes a recommendation to the Selectboard, which then makes the appointment.</p> <p>In answer to a question about the relationship of the Zoning Administrator to the Planning Commission now that there is a DRB, it was explained that the HPC writes the Town Plan, which, in turn, writes the regulations. The ZA's interpretation of the regulations is important to the Commission as it drafts the town's documents.</p> <p>ACTION ITEM: The Commission will invite Ed Hanson to talk about his tenure and share highlights of his past three years in Huntington. Heidi Racht will contact Hanson and put him on the agenda for September 19.</p>

Outreach	Mark Smith distributed a memo to the Commission.
Member Business	Mark Smith asked Knox Cummin about his project (Village Hill) as he was not on the Commission when it was reviewed. Everett Marshall explained it in detail.
Municipal Planning Grant	<p>Discussion on when the regulations revisions might get started as the Selectboard still has to act on the Town Plan. One of the points about the regulations revisions is that the grant was conceived to follow upon the work done by the previous MPG (form-based code) grant.</p> <p>The group concluded that much work is still to be done so that some of the concepts of previous grant (form-based code) might be incorporated in an acceptable manner and for the Commission to understand the issues better. The Commission will work at creating an educational outreach.</p> <p>Further, the revision of the regulations is a public process.</p>
Agenda for September 16, 2014	Town Plan MPG Zoning Administrator

Adjournment: Terry Ryan moved to adjourn the meeting; seconded by Everett Marshall. The Commission adjourned the meeting at 9:12 pm.

UNAPPROVED DRAFT MINUTES POSTED ON WEBSITE: September 3, 2014

UNAPPROVED MINUTES TO THE HPC: September 6, 2014

MINUTES APPROVED: September 16, 2014

APPROVED MINUTES TO THE TOWN CLERK: September 19, 2014