

APPROVED

HUNTINGTON PLANNING COMMISSION
Minutes April 11, 2016



PRESENT: Everett Marshall, Terry Ryan, Mark Smith, Shayne Jaquith
ABSENT: Joe Segale
OTHERS PRESENT:
MINUTES: Heidi Racht

RECEIVED
DATE May 9, 2016

7 pm Public Comment
Minutes of March 28, 2015
Mail
7:15 Regulations Revisions
8:45 Member Business
9 pm Adjourn

The meeting began at 7:06 pm; chaired by Everett Marshall.

Public Comment: No public was present.

Minutes of March 28, 2016: Shayne Jaquith moved to approve; Mark Smith second. Approved with minor changes; Smith abstained.

Mail:

1. state wastewater permits (Barbara Brace, 958 Texas Hill Road),
2. ANR letter acknowledging wastewater permit application (Betty Wheeler, 4340 Main Road);
3. amendment to state land use permit (Handy, 501 Handy Road).

Regulations Revision:

The discussion began with how to advertise the first public meeting. Options were presented:

1. Postcard mailing to property owners in Village and Neighborhood Districts with specific address labels;
2. saturation mailing to all residents;
3. Insert in Times Ink for all mailboxes in town and mailed to non-Huntington mailboxes.

Mark Smith said that he liked "reaching out to a focused group" and favored the original plan (1). He felt that the news about an event would help elongate the process. Everett Marshall wanted the contact to go out to the entire town.

It was decided to send out a large postcard to the 300-plus properties in the Village/Neighborhood districts via the bulk mail permit for Huntington addresses and also to send out to the out-f-town addresses in these districts with a stamp.

Smith offered an edited version of a piece that Joe Segale had written. Racht said she would design a postcard, using information that had been presented and send it around for proofing. She proposed that it be sent out the week of April 18.

Setting a date for first public workshop on village/neighborhood districts, the HPC proposed May 5 or May 9 , depending on availability of Library. This currently, is the only space that is large enough to accommodate the group as the school is mostly already in use in the evenings. Racht will check dates. (May 5 is available)

Dates for subsequent meetings are May 23 or May 26 with June TBD. (Racht reserved the Library for May 26 and June 27.)

Ryan will redraft the Land Use regs, based on comments to be submitted by HPC members. He asked that all previous versions be deleted as people are starting to look at the wrong versions. Please use the April 2016 draft.

Racht said that she and Smith had talked about rewriting the introduction. She had gone online and looked at many other towns' regs and most didn't have an introduction, but just began with the purpose of the document. Smith said he wanted an introduction to set the tone of the document. Racht stated, and others agreed, that the introduction with the questions and answers did not really work in the document. Ryan said he like the graphic; Racht said it was a good draft and needed revision.

The first workshop/meeting will address only the two districts – village and neighborhood – with no village I and village II designations.

The presentation will discuss the following points:

1. How we got where we are
2. The relationship of the regs to the Town Plan
3. 3. Contentious things and how we adjudicated

After a brief discussion, the Commission decided that it did not need a moderator.

One idea is to break the attendees into small groups that respond to questions like:

1. Do the regs address the issue of maintaining the character of the villages
2. Are the regs fair – requirements or restrictions?

Ryan said the regs can't just be philosophical, while Smith said he assumed there will be discussion.

Other topics around the public workshop/meeting...

Ryan: Do we run the groups?

Marshall: We are looking for comments and have to be careful not to steer the group.

Smith: Our role is to listen.

The group debated whether to ask for an RSVP (not previously done) and how to ensure that people would come and participate. Smith noted that "before the last hearing, there was enough uneasiness to ensure people would come." Ryan notes that if the Commission started calling people "who we think are interested, it might be prejudicial."

Marshall suggested pointing out that some uses in the village don't have to go through DRB review, but more review has been put back into the document as a result of the concerns expressed at the public hearing last year.

Marshall said he would work with Segale on a meeting structure. Segale could create a Powerpoint.

Ryan asked a question about the terminology in the reg, asking if the HPC could go back to the terminology that is known: subdivision, conditional use, variance. He then disparaged the term special use and it was agreed that this term was confusing and should not be used for projects requiring DRB approval. Under Site plan, the Commission will look for a substitution on section 3.04.

Recap:

Marshall will send his changes to Ryan.

Marshall will start the presentation and get together with Segale.

Smith will send notes to Ryan and then read in the minutes what he said about the intro.

Ryan will contact Segale about his comments.

Jaquith will turn in comments.

Racht will design the postcard, do timely minutes and write a small article for The Times Ink.

Member Business:

None.

Adjournment: Jaquith moved to adjourn; Ryan seconded. Unanimous. The Commission adjourned the meeting at 8:40 pm.

Draft Minutes on town website: April 16, 2016

Unapproved Minutes to HPC April 25, 2016:

Minutes Approved: April 28, 2016

Minutes submitted to Town Clerk: May 2, 2016