

PLANNING COMMISSION
July 28, 2021 Meeting Minutes

Planning Commissioners: Ken Mason, Sean McFeeley, Curtis Carpenter, Tammy Martel, Nedah Warstler (Zoom), Andrea Day (Zoom)

Public Official(s): Nicole Gratton

Press: Paul Hayes, Caledonian-Record

Public: None

Ken Mason chaired the meeting, which was called to order at 6:03 p.m.

No agenda changes.

Ken Mason requests **a motion to approve the minutes of June 23rd and July 14th, 2021.** Sean McFeeley made the motion to approve the minutes. Curtis Carpenter seconded. All in favor. Motion carried.

Better Connections Update: Sean McFeeley shared that the steering committee is reviewing four proposals and once a consultant team is selected, the work will begin, hopefully in August or September. Nicole Gratton noted that the consultant will work for 18 months once they are selected. The consultant team will be a combination of community engagement, transportation management, economic analysis, and stormwater management. Andrea Day and Nicole Gratton were present for the last steering committee meeting.

Definitions work: The planning commission reviewed the last 7 definitions. Nicole Gratton explained the new format for the Land Use Matrix. The planning commission began to review the Land Use Matrix and then decided to send out the matrix for review and to discuss it at the next meeting. Nicole Gratton will compile all the definitions into a summary document and share with the Planning Commission for review. Nicole Gratton also shared that once the Matrix is completed, the Planning Commission should review the Zoning Map and make amendments that reflect current and guide future development. Curtis Carpenter noted that municipal water and wastewater should also be reflected in the Zoning district boundaries.

Update on Energy Committee: Ken Mason thanked the Caledonian-Record for publishing the ad seeking Energy Committee members. Nicole Gratton shares that the State will be releasing its new Comprehensive Energy Plan (CEP) in January of 2022 and that it may be in the best interest of the committee to wait and see what the new goals and objectives are from the State before writing a local energy plan and for a time that the Planning Commission has more capacity. Ken Mason notes that there has been interest in the energy committee from community members outside of Lyndon and asks the planning commission to consider whether or not neighboring communities should be on the committee. The Planning Commission will consider.

USACE Update: Ken Mason sent out a copy of the minutes from the Selectboard and the minutes reflect the discussion. The Selectboard still needs to decide if they want to be the non-federal sponsor. The USACE has offered to provide a presentation to the Selectboard if they wanted. The USACE report should be completed in a few months. But without a non-federal sponsor the draft feasibility study will not move

forward. NVDA was asked by the Town if they wanted to be a part of the non-federal sponsor and they said no. Town of Lyndon still needs to decide if they want to be the NFS.

Tap and Die Update: The Town has received a permit application but not the permit fees. Once the fees are received, the permit will move forward to the DRB for review. The demolition plan does not include the removal of the foundation and slab, and the applicant is seeking a waiver from the DRB to leave the foundation and slab in place.

Park and Ride: The grant is ready for submittal. Nicole Gratton reached out the VTrans and they are requesting a site plan and some photographs in addition to the 1-page application. VTrans will conduct site visits sometime in October to determine which projects to fund.

Design Overlay: Sean McFeeley has reviewed the document. Curtis Carpenter has concerns about creating another board (which would be a Design Review Committee). Nicole Gratton will look at other ways that applications that fall under the overlay could be reviewed. The numbering in the draft is just place-holding and will be aligned to the bylaws should the overlay be adopted. Nicole Gratton will add in more of the supporting graphics. Curtis Carpenter notes that the design standards do not feel overbearing.

Review of Park and Ride going to the DRB on July 15th, 2021. Ken Mason notes that the 8 spots that were exempted from the River Corridor during the Flood Regulation work DOES NOT include the park and ride site as was stated at the DRB hearing. Nicole Gratton will refer the project to VT ANR, Sacha Pealer, and seek her feedback.

Ken Mason discussed the DRB hearing on July 15th, 2021 for a permit in the SFHA and River Corridor. All went smoothly and the regulations seemed to work well.

Ken Mason notes that Nate Sicard has requested speaking to the planning commission at the next meeting to discuss bylaw language changes to Industrial infill development and having this type of development have different setback requirements from other industrial zone development. This is in response to a project on the former Laferriere lot behind NEKWMD.

Nicole Gratton seeks to revisit the Rural Residential minimum lot sizes. There was discussion by the Planning Commission about how this had been tried in the past and there are many community hesitations about changing it, including rural gentrification, the inability for landowners to pass along lots to others, and how 10 acre minimums may be more fragmenting of the landscape than 1 acre minimums. The discussion was tabled. Nicole Gratton will investigate other planning and zoning tools that are available to encourage development closer to the core instead of continued subdivision of rural lands.

Cornerstone development by Northeast Kingdom Human Services update: Permits are in the office and will begin to move through the appropriate channels.

Next meeting is scheduled for Wednesday August 11th, 2021 and will be held both in-person and on Zoom.

Sean McFeeley made **a motion to adjourn**. Curtis Carpenter **seconded the motion**.

The Commission **voted 6-0**.

The meeting adjourned at 7:12 p.m.

Respectfully submitted by NGratton