

Planning Commission Minutes

Tuesday, May 3, 2022

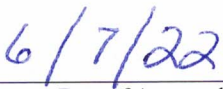
**Members Present:** Marcey Carver, Ted Unkles, Monique Priestley and Ron Huntington  
**Absent:** Dan Perry III (Selectboard)  
**Visitors:** Peep Benjamin (Selectboard) and Screen Name

1. **Call to Order:** Carver opened the meeting at 7:00 p.m.
2. **Changes/Additions:** Add discussion re Route 5 Bridge
3. **Public Comment:** None
4. **Organization:** Priestley **moved** to appoint Carver as Chair. **Unanimously approved.** Priestley **moved** to appoint Unkles as Vice Chair. **Unanimously approved.** Priestley **moved** to appoint Carver as Secretary and Clerk. **Unanimously approved.** Carver commented that she was hopeful that the Selectboard would provide some clerical support.
5. **Conflict of Interests:** Carver stated she would bring hard copies of policy to May 17<sup>th</sup> in person meeting for signatures.
6. **Correspondence:** Cairns application for Storage buildings at Route 25 lot next to Diesel pumps. Site Plan Hearing to be scheduled for June 7<sup>th</sup>
7. **Minutes:** Tabled March 15, April 4 and April 26 minutes. Unkles **moved** to approve April 19 minutes subject to Huntington marked as present. **Unanimously approved.**
8. **Expenses:** Unkles **moved** to approve Carver to request the Selectboard to approve payment for her to attend a Downtown and Historic Preservation Conference. **Unanimously approved.** Carver indicated she was attending a Bike/Ped Conference in Middlebury at her own expense (community members were able to attend).
9. **Trails (Parks and Rec and Conservation):** Carver pointed out the need for coordination of trails with Sidewalk/Bike Development. She also indicated an issue with Flood Bylaw requiring a permit and that there might be noncompliance with riparian setback (25 feet from the Waits River).
10. **Sidewalk Study:** Carver presented the format for the report and indicated she was hoping to complete it by the end of May.
11. **Development Review Board:** Carver updated the Planning Commission on the Selectboard looking into creating a DRB. Carver and Unkles expressed support of this approach as it would enable the Planning Commission to focus its attention on its Planning responsibilities. Huntington **moved** to allow any member of the Planning Commission to speak on behalf of the Planning Commission in support of the DRB concept. **Unanimously approved.**
12. **Survey Report:** Carver provided update on the Executive Summary of the survey.
13. **Housing Goals/Policies/Recommendations:** Unkles **moved** to approve the draft as edited by the PC to be incorporated into the Town Plan. **Unanimously approved.**
14. **VLCT Policy Committee:** Unkles **moved** to support request of Selectboard to support Carver's membership on VLCT Policy Committee. **Unanimously approved.**
15. **Economic Development Goals/Policies/Recommendations:** Unkles **moved** to approve the draft as edited by the PC to be incorporated into the Town Plan. **Unanimously approved.**
16. **Town Plan Outreach:** Plan to do outreach during August 9 primary.

Carver adjourned the meeting at 9:08 pm

Respectfully Submitted,  
Marcey Carver  
Clerk

  
Signature of Chair

  
Date of Approval