

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, November 15, 2022

Draft

Members Present: Kevin Anderson (online), Bob Cook (online), Emma Hanson (online), AnnMarie Harmon (online), Alice Peal (online), Brian Voigt (online)

Members Absent: Steve Shea

Staff Present: JB Weir, Planning & Zoning Administrator

Others Present: None

II. Regular Business.

1. Call to Order

The meeting was called to order at 7:02 pm. The meeting was held in person at the Town Offices and remotely via Zoom.

2. Review agenda for addition, removal, or adjustment of any items.

No revisions were made to the agenda.

3. Public Forum.

There was nobody present requesting to address the Commission.

4. Approval of Minutes

The minutes of November 1, 2022 were amended and approved.

5. Wastewater and Water Feasibility Study Update

Alice highlighted some of the information provided in the Staff Report, noting that the DEC had provided some unexpected information regarding how applications are evaluated. Alice explained that a full application for PER and construction work had not been submitted, as she and JB had been under the impression that the feasibility work should be completed first, and that DEC staff was expecting further requests for subsequent work. She also explained that IUP (Intended Use Plan) applications have a requirement related to a town's median income, for which it appears that Waitsfield's homeowner/mortgage holder incomes (\$81K) are being used rather than a median for all residents (\$34K). Alice noted that a clarification of this discrepancy will be included in any further funding requests where appropriate. There has been some discussion of creating an income survey as part of the feasibility study, but that would not be completed and collated quickly enough to be used in planned upcoming funding applications. The Board will recommend to the Selectboard that an income survey be pursued.

Alice explained that the feasibility application will be reviewed and modified to be submitted again for further construction funding requests. She also noted that the Agency of Commerce and Community Development (ACCD) and the Central Vermont Development Corporation (CDEDC) also have grant programs that would potentially provide construction money for the project(s) to be undertaken as a result of the feasibility study. Alice has also requested an ARPA fund reservation from the Town in order to cover interim needs, and she believes that Robin Morris will be requesting ARPA funds for water line connections, noting that ACCD funds cannot be requested for these, as currently that project is folded into the feasibility study work.

The 90% Dubois and King report will be presented to the Selectboard on December 5, and a community meeting is potentially being planned for February, with a focus on housing.

6. Bylaw Modernization Grant Update

Alice reported that the contract with SE Group has been drafted and sent off for their review and signature. She and JB outlined the process moving forward; he will meet with SE Group and provide an overview of Waitsfield's bylaws and set up a site visit. They will likely have representatives at the December 6 PC meeting. It was decided to continue with the practice of having the steering committee meet with the consultants as necessary to keep things moving forward, with any substantive changes/decisions to the plans outlined to be brought before the full PC.

MOTION: *Kevin made to motion create a steering committee in order to assist the SE Group with the Bylaw Modernization Project, and to appoint himself, Emma, and JB to that committee. The motion was seconded by AnnMarie; all voted in favor.*

The committee will provide the full PC with an updated calendar once it is available. Kevin confirmed that there will be bylaw updates proposed regardless of the direction taken by the Wastewater Study group.

7. Town Plan Review and Next Steps

JB provided an update on the formatting work he has completed, noting that the only remaining task is adding page numbers to the pre-existing map files.

He also noted that he will complete a draft of the accompanying report for review at the next PC meeting.

JB will verify with Clare Rock at CVRPC whether all the questions in the standard review template must be responded to, as this is only a partial revision of the Plan. He will also provide a draft of this document for review at the next meeting.

Kevin pointed out that there may be a specific set of standards/associated checklist for the energy chapter work that was completed; JB will research what is needed regarding this.

Kevin noted that the Forest Blocks map still needs to be inserted into Chapter 11.

The tentative adoption timeline was reviewed, with a goal set of finalizing all related documents at the December 6 meeting in order to have all logistics taken care of to set a date of January 17th as the date for a public hearing.

AnnMarie noted that some maps will be affected by a 3-hole punch and that there is a photo of Hurricane Irene's aftermath that is missing from the draft. She will discuss these items with JB.

8. Bylaw Revisions Roundtable

- a) Conversation with DRB
- b) Scenic Road Standards

Alice and JB reported that conversations with DRB members have indicated that the Land Use Regulations do not contain language sufficient for guidance in applying standards to a proposed development's impact on scenic roads. JB suggested that either clearer standards be developed or that an outline of an undue adverse impact test be included in the LURs. This will be

discussed further at a future meeting, along with some conflicting LUR language related to house site location in relation to roadways and meadows.

9. Other Business

a) Cannabis updates – Alice reported that neither retail licenses for Waitsfield operations have been issued yet. She noted that the CCB has new rules related to advertising, and that the CCB will now be overseeing both cannabis and hemp operations.

It was decided to meet on December 20th only if necessary for consultant-related work.

10. Adjournment

The meeting adjourned at 8:54 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary