

Approved December 16, 2015

**CORNWALL PLANNING COMMISSION (CPC)**

Regular Meeting  
Cornwall Town Hall  
November 18, 2015

**MEMBERS PRESENT:** Sarah Pelkey, David Anderson, Jim Duclos, Holly Noordsy, Jamie McKenna, Bobbie Carnwath

The meeting was called to order at 7:05 pm.  
Quorum – established.

**AGENDA**

Holly N. MOVED / Jamie M. SECONDED a motion to approve the agenda with the addition of an update on the DRB in Old Business. Motion passed – 6 in favor, 0 opposed.

**MINUTES** – October 21, 2015

David A. MOVED / Jim D. SECONDED a motion to approved the minutes as distributed. Motion passed – 6 in favor, 0 opposed.

**OLD BUSINESS**

***Process for solar projects review***

Since the last CPC meeting, Holly N. met with Select Board chair Ben Wood to discuss the process for solar projects review and to share an outline of a review worksheet prepared by Sarah P. The Select Board believes it would be very helpful to have 1-2 members of the CPC participate in each solar project site visit together with members of the Select Board. The CPC brings knowledge of the Town Plan and Town regulations to the review process beyond the scope of the ordinance, that would not duplicate effort but rather would add the benefit of the CPC perspective.

Holly N. suggested that CPC members share the responsibility for going on site visits, no more than 2 members at one time joining the Select Board on site visits.

A group that does site visits is considered a working group. The meeting of a working group does not require a public warning. Once

the Town is notified of a solar project application to the Public Service Board, a working group can respond quickly. It was agreed that the Cornwall Conservation Commission (CCC) should be copied on all communications, so that they have the opportunity to be involved in solar projects review by Town officials, when appropriate.

### ***Review Conservation Fund***

David A. reported on discoveries and developments in the past month. It seems that the Town already has two funds established for conservation projects:

1. a fund established by the Peet Trust for conservation and beautification projects in Cornwall. This fund is managed by the Trustees of Public Funds. No guidelines for this fund have been found to in the Town archives, although reference was made to “guidelines” in the establishing documents.
2. a conservation account established to receive grant monies for conservation. This account also has no guidelines, as far as can be determined. The Select Board manages makes decisions on disbursement of funds in this account. Current balance is approximately \$26.00, from unexpended grant monies.

The Select Board and the Trustees of Public Funds would like information on conservation projects the CCC consider as priorities. This topic will be on the agenda at the Select Board meeting on December 1.

Dave A. will tell the CCC that the CPC would like to have a role in identifying projects (input based on knowledge of Town Plan and goals) and that the Recreation committee may also like to have a role.

***SunCommon application update*** – no new information

### ***Jenne solar project application update***

Holly N. went on site visit with the Select Board. She reported on the siting of the project. Members of the Select Board commented that initially this project seems to meet all the criteria of Cornwall’s solar ordinance.

### ***Development Review Board (DRB)***

Holly N. reported that at least 5 citizens are interested in serving on a DRB. This is good news for the Town. Once the Select Board appoints members to the DRB, the timeline for the transition to a trained and fully functioning DRB is unknown, but could take several months.

### ***Municipal Planning***

Holly N. reminded the board that Addison Regional Planning Commission (ACRPC) is available to assist Towns with planning. ACRPC assistance is grant funded. The Town needs to identify the purpose and contact the ACRPC. ACRPC staff will then write the grant to submit to the State. Grant applications are due in September and grant funds are awarded in December. Cornwall faces significant planning work in the near future with the transition to a DRB, update to the Town Plan, update to regulations, and the creation of a permanent solar ordinance.

## **NEW BUSINESS**

### ***March 2016 Elections/Open Board Seat***

Sarah P. announced that she will not be running for re-election for personal reasons. Sarah works in the field of planning and expressed her willingness to be consulted as a volunteer by the Planning Commission on planning issues in the future.

## **OTHER BUSINESS**

### **Incentives for Solar Projects**

Jim D. reported that Green Mountain Power is running out of funds to subsidize solar projects so there may be a rush on projects before funds run out.

### ***New Housing in Cornwall***

Jim D. reported that he just issued his 9<sup>th</sup> zoning permit this year for a single-family residence. This is a significant increase in housing development in Cornwall compared with the past few years.

Holly N. MOVED/ Dave A. SECONDED a motion to adjourn the meeting. Motion passed – 6 in favor, 0 opposed.

The meeting was adjourned at 8:30 pm.

Respectfully submitted, Sharon Tierra, Clerk of the CPC