

CORNWALL PLANNING COMMISSION (CPC)
REGULAR MEETING
JULY 15, 2015

MEMBERS PRESENT: Holly Noordsy *, Sarah Pelkey, David Anderson, Jim Duclos, Jean Terwilliger, Bobbie Carnwath

ALSO PRESENT: David Dodge, Magna Dodge, Jane Ogden, Bill Emerson, Paul Urband, Vesta Urband, Peter LaFramboise

*Note: Holly Noordsy recused herself during the Laframboise subdivision matter.

The meeting was called to order at 7:04 pm.

Quorum - *established*

AGENDA – approved with the following additions:

- Announcements
- Board organization during two-month leave of Co-Chair.
- Review of Bonner application

Jim D. MOVED / Jean T. SECONDED a motion to approve the agenda as amended. Motion passed - 6 in favor, 0 opposed.

MINUTES

- *June 17, 2015* – Sarah P. MOVED / Bobbie C. SECONDED a motion to approve the minutes as most recently distributed, with typos corrected. Motion passed - 4 in favor, 2 abstained.
- *June 30, 2015* – Jean T. MOVED / Jim D. SECOND a motion to approve the minutes as distributed. Motion passed - 5 in favor, 1 abstained.

MEETING SCHEDULE

Holly N. polled the members regarding availability for meetings in August and September. A quorum is likely in August. Poll will be taken at the August meeting to reassess quorum for September meeting.

ANNOUNCEMENTS

- Holly announced the sad news that Select Board member David Sears passed away over the weekend. Procession from the Fire Station and private burial service will take place in the morning of July 16, followed by a public memorial service at St. Mary's in Middlebury at 11:00 am.
- Holly thanked the Planning Commission members for their extra effort at recent extra meetings.

- CPC has received a request to amend the Gordon subdivision decision, dated 10/30/09. This may be on the agenda for next month.

NEW BUSINESS

- ***Laframboise Informal Discussion/Potential Classification***
 - Exhibit A – Peter Laframboise and Bryan Boise Subdivision Application dated 6/19/15 application. Applicants wish to subdivide 12.13 acres, LDR, at the intersection of Delong and Parkhill Roads, into two (2) lots. Lot #1 – 5.68 acres, Lot #2 6.45 acres.
 - Exhibit B – Sketch Plan View
 - Exhibit C – Letter from Jeff Kelley, Certified Site Technician, Kelley Environmental Geology, stating that the soils on both lots meet the Vermont Septic Rules.

Applicant stated that neither he nor Bryan Boise have been granted any previous subdivisions in past 5 years and that culvert and road access was put in place 10 years ago, at location recommended by the Road Commissioner.

Facts:

- The interior lot has a 50-foot easement.
- All setbacks meet requirements.

Jim D. MOVED / Jean T. SECONDED a motion to approve the application as a two (2) – lot minor subdivision. Motion passed – 6 in favor, 0 opposed.

CPC informed the Applicant that the following details need to be on the final survey:

- building envelopes
- location of proposed water and waste water systems
- ditch line

The CPC is also requiring an addendum of the description of natural resource impacts. The Applicant should address all items under Section 321, Major Subdivision Preliminary Plan, #11 Description of Natural Resource Impacts (page 12 of Subdivision Regulations), indicating N/A if an item does not apply.

The CPC informed the applicant that when lots are developed, the owners will need the road cut permit that the Road Commission signed, from Town records.

The CPC provided information to the Applicant on the requirements for a formal hearing.

- **Roberts Informal Discussion/Potential Classification** – David A. MOVED / Sarah P. SECONDED a motion to table the matter, as Applicant is not present. Motion passed – 6 in favor, 0 opposed.

OLD BUSINESS

Public Hearing – Vesta and Paul Urband, 613 West Street

***Note: audio recording of the hearing was made.*

- Exhibit A – Paul and Vesta Urband Application, dated 5/21/15
- Exhibit B – Site Development Plan showing Lot 1/Lot 2 Subdivision & Proposed Water and Wastewater Systems, June 12, 2015, by Stephen Revell, Lincoln Applied Geology
- Exhibit C - Ortho Photo June 8, 2015, Lincoln Applied Geology
- Exhibit D – Subdivision Plat by Kittredge Land Surveying June 18, 2015

David Anderson, Justice of the Peace, swore in those intending to testify: Vesta Urband, Paul Urband, David Dodge, Magna Dodge, Jane Ogden and Bill Emerson.

Facts:

- Applicants wish to divide 16.05 acres located at 613 West Street into two (2) lots. Lot 1 – 6.61 acres, Lot 2 – 9.44 acres.
- Requirements for notification have been met and the hearing duly warned.
- Approval has been received from the State for wastewater system.
- Road Commissioner has visited the site and will provide a letter of support to the Town Clerk.
- Building envelope is shown on the final survey with proposed well site and septic plan.

Jim D. MOVED /David A. SECONDED a motion to close the hearing. Motion passed – 6 in favor, 0 opposed.

David A. MOVED/ Jean T. SECONDED a motion to approve the Urband application. Motion passed – 6 in favor, 0 opposed.

The Applicants were informed that they will receive a written decision within 45 days.

OTHER BUSINESS

- **Need temporary Co-chair for two months** – Jim D. will be the Co-chair in August, with Holly N. If a Co-chair is needed for September, the board will discuss in August.

- **Bonner Subdivision Final Approval** – the board discussed the Bonner approval document. Sarah will send to board members for their final review before signing.
- **Update on CCC Conservation Fund** – David Anderson
The Cornwall Town Plan calls for the Planning Commission and Conservation Commission to work together to create a Conservation Fund for Cornwall. Over 27 Vermont towns have conservation funds.

David had a meeting with Mary Dodge and Rene Langis from the Conservation Commission. The outcome of the meeting was that David and Rene are splitting up the following tasks:

- write a definition of the Conservation Fund for Cornwall,
- list the benefits of such a fund,
- look into alternatives for establishing and funding a Conservation Fund, as well as strategies to promote the fund,
- establish fund oversight,
- set criteria set for projects to be supported,
- establish a process of selection of projects,
- develop strategies to promote the adoption of a Conservation Fund by the Town,

In the next two weeks, David and Rene will complete the above tasks and will share the result with the CPC and CCC, for reactions and input. The next step will be to submit the information to the Select Board and to promote the idea of a Conservation Fund in the September newsletter.

- **Joint Meeting with Select Board**

CPC members greatly appreciated the recent joint meeting with Select Board. All present agreed that a DRB is needed in Cornwall, if the work of town planning as well as quasi-judicial functions are to be carried out. The board also agreed that there is a current need for a grant writer to write municipal town planning grants. Holly N. will email Ben Wood to express these needs.

- **Solar Language for Potential Town Ordinance or Amendment to the Town Plan**

Bobbie C. will create a draft ordinance specific to Cornwall based on the Addison County Regional Planning Commission model, for members to review, before recommending to the Select Board.

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The meeting was adjourned at 10:07 pm

Respectfully submitted, Sharon Tierra, Clerk of the CPC