

Approved February 20, 2019

CORNWALL PLANNING COMMISSION (CPC)  
Special Meeting, Cornwall Town Hall  
November 28, 2018

MEMBERS PRESENT: Holly Noordsy, Andrea Landsberg, Jim Duclos, Conor Stinson, Sarah Pelkey

The meeting was called to order at 5:30 pm.  
Quorum - established

**AGENDA** - Jim D. MOVED / Conor S. SECONDED a motion to approve the agenda as posted. Motion passed - 5 in favor, 0 opposed.

**MINUTES** - November 14, 2018 - Andrea MOVED / Conor SECONDED a motion to approve the minutes as thus amended: change the first sentence under Old Business, Fire Department Tower update to read: "Holly N. reported that there is no notice yet of a completed application."

**ANNOUNCEMENTS**

- Vermont Energy and Climate Action Network (VECAN) sponsoring the 11th Annual Community Energy and Climate Action Conference on December 1.
- Select Board has not yet taken action on solar ordinance
- CPC has received a copy of the letter sent to the Secretary of Agency of Transportation from the Addison County Regional Planning Commission and the towns of Cornwall, Bridport, and Middlebury, regarding Route 125 safety concerns.

**PUBLIC COMMENTS** - none

**NEW BUSINESS**

- The Board discussed the **2019-20 budget**. It was agreed to recommend to the Select Board in December that the CPC operational budget remain the same (\$1,000). The CPC is considering doing a short survey of 3 questions prior to updating the Town Plan, but that the cost could be managed within that budget. The CPC would also like to recommend an increase in the Town's budget for traffic enforcement, as complaints from citizens about speeding continue to be received.
- **Discuss District school forums** - Conor S. reported that he attended the District school forum, that it was an open-ended informational meeting that included small group discussion. Sarah P. suggested that at least one member of the CPC attend any district school meetings to which the Town is invited.

**OLD BUSINESS**

- **Proposed Fire Department Radio Tower** - update - the CPC has still not received notice of a completed application.

- **Discuss draft by-laws** - the rest of the meeting was spent discussing remaining issues and review of reorganized section on Common Land, Open Space, and Public Recreation Facilities. Conor S. provided information on impact fees and the criteria that towns need to meet before impact fees can be levied. For example, the Town Plan must have been approved by the regional planning commission, before such fees can be levied. Also it was agreed to use the following terms to categorize types of uses: “allowed uses,” “conditional uses” and “uses not allowed,” for clarity.
- **Schedule public hearing** - Conor S. MOVED / Jim D. SECONDED a motion to schedule a public hearing of the draft by-laws on January 9, 2019 at 7:00 pm. Motion passed - 5 in favor, 0 opposed. Holly N. noted that to meet notice requirements, publication in the paper must be on or before December 24.

A special meeting was scheduled for December 12 at 6 pm, to continue to review the final draft, with the changes discussed tonight. The CPC plans on providing the Development Review Board a copy of the draft with changes discussed tonight, so that they have as much time as possible to read the draft and prepare their comments for the public hearing in January.

Conor S. MOVED / Sarah P. SECONDED a motion to adjourn the meeting. Motion passed. The meeting was adjourned at 8:25 pm.

Submitted by Sharon Tierra, Secretary of the CPC