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**CORNWALL PLANNING COMMISSION (CPC)**

Regular Meeting, Cornwall Town Hall

April 17, 2019

**MEMBERS PRESENT:** Conor Stinson, Jim Duclos, Al Thalen Jr, Josh Stearns

**ALSO PRESENT:** Don Burns, Stan Grzyb

The meeting was called to order at 7:02 pm.

Quorum - established

**AGENDA** - Jim D. MOVED / Josh S. SECONDED a motion to approve the agenda as posted. Motion passed - 4 in favor, 0 opposed.

**MINUTES**

- **March 20, 2019** - Jim D. MOVED / Al T. SECONDED a motion to approve the minutes as posted. Motion passed - 4 in favor, 0 opposed.
- **March 4, 2019 Special Meeting** - Al T. MOVED / JIM D. SECONDED a motion to approve the minutes as posted. Motion passed - 4 in favor, 0 opposed.
- **February 20, 2019** - Josh S. MOVED / Al T. SECONDED a motion to approve the minutes as posted. Motion passed - 4 in favor, 0 opposed.

**ANNOUNCEMENTS** - Don Burns, Cornwall resident who is interested in the CPC, is present at the meeting this evening.

**CORRESPONDENCE REVIEW**

- Letter from Vermont Department of Fish and Wildlife and a copy of the department's new publication "Mapping Vermont's Natural Heritage." The printed publication includes a CD with all content, including the maps. Larger printed copies of these maps are available upon request from Kevin Behn, GIS specialist at the Addison County Regional Planning Commission.
- Copy of the Cornwall Fire Department tower application and related documents that has been filed with the Vermont Public Utility Commission. Application process is currently in the public comment period.

**PUBLIC COMMENTS** - none

**OLD BUSINESS**

- **LUDR update** - Conor S. reported that he has attended 2 Select Board meetings. The Select Board is going through their statutory process with the proposed Land Use and Development Regulations. They are reading the document, plan to contact the Zoning Administrator and may be contacting previous CPC members who were involved to a greater extent than the current CPC, to gain a greater understanding of decision processes. Conor S. believes that the Select Board set a date for their hearing at their meeting last night.
- **Town Plan Update**

- Process - after discussion, the Board agreed to draft amendments on Flood Resiliency and Forest Fragmentation as a narrowly focused plan to come into compliance with new requirements for town plans. After these amendments are approved and become part of the current Town Plan, next steps over the ensuing 18 months would be to do a major update to the Town Plan. The Board plans to begin by looking at what neighboring towns have done with Flood Resiliency and Forest Fragmentation in their Town plans. Jim D. will look at Leicester, Whiting and Salisbury. Al T. will look at Middlebury, Weybridge, and New Haven. Conor S. will look at Waltham, Vergennes and Ferrisburgh. Josh S. will look at Panton, Bridport, and Addison.
- **Fire Department Tower letter of support** - the Board discussed a request by the Select Board to revisit the previously submitted letter of support for the Fire Department's proposed tower. The public comment period for the Fire Department's application is ending soon, so if the CPC wanted to submit a modified letter of support, the time to do that would be now. Conor S. informed the CPC that he recused himself from the vote to approve the previous letter and is uncomfortable with un-recusing himself from discussion/decisions on this matter, for reasons of consistency. Because the CPC is a 7 member board, with only 4 seats currently filled, 3 does not constitute a quorum. So no decision can be made on this issue, even if the CPC wanted to.

#### **NEW BUSINESS**

- **Introduction to the Addison County Regional Planning Commission (ACRPC) for new CPC members** Stan Grzyb, Cornwall's delegate to the ACRPC, provided information about the membership, meetings, committees, and services of the ACRPC. Each of the 21 towns in Addison County have at least one delegate on the Commission. There are also community representatives from various organizations that attend meetings to provide information/advocate on issues but who do not vote. Director Adam Lougee is the Director. He and other paid staff at ACRPC provide services to municipalities, such as mapping, municipal planning, grant research, grant writing, and emergency management planning. There are 5 committees - Natural Resources, Energy, Transportation, Act 250 and Executive Committee. Delegates serve on one or more committees. ACRPC conducts open monthly meetings, and committees have additional regular meetings. By Statute, all the Regional Planning Commissions in Vermont, have written and continue to regularly update a Regional Plan for their designated region. Stan G. gave the CPC copies of a brochure entitled "Vermont's Regional Planning Commissions at Work" that shows the most recent services provided by regional planning commissions throughout Vermont. Stan G. reported that Cornwall currently has one open delegate seat and two open alternate delegate seats on the ACRPC.

#### **OTHER BUSINESS**

- Discussion with Don Burns - Don Burns introduced himself, shared information about his background, interest in planning issues, as well as his availability and desire to be of service to the Town. CPC members answered his questions and gave him an overview of the work load expected in the coming year. Jim D. MOVED / JOSH S. SECONDED a motion to recommend Don Burns be appointed by the Select Board to fill one of the vacant seats on the CPC, until Town Meeting in March of 2020.
- **Executive Session to Discuss Personnel** - item tabled indefinitely.

Jim D. MOVED / Jason S. SECONDED a motion to adjourn the meeting. Motion passed - 4 in favor, 0 opposed.

The meeting was adjourned at 9:10 pm.

Submitted by Sharon Tierra, Secretary of the CPC