

Approved February 19, 2020

CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting, Cornwall Town Hall

January 15, 2020

MEMBERS PRESENT: Conor Stinson, Don Burns, AJ Vasiliou, Jim Duclos

ALSO PRESENT: Mary Dodge

The meeting was called to order at 7:06 pm.

Quorum - established

AGENDA - Don B. MOVED / A.J.V./ SECONDED a motion to approve the agenda as posted. Motion passed - 4 in favor, 0 opposed.

MINUTES

- November 20, 2019 Regular Meeting - Don B. MOVED /A.J.V. SECONDED a motion to approve the minutes as posted. Motion passed - 4 in favor, 0 opposed.
- December 17, 2019 Joint Meeting with Select Board - Don B. MOVED /A.J.V. SECONDED a motion to approve the minutes as posted. Motion passed - 4 in favor, 0 opposed.

ANNOUNCEMENTS - Sharon Tierra, long-time Secretary of the CPC (13 years) and the Select Board (11 years) has submitted written notice of her plans to retire in April. The CPC meeting on April 15 will be her last meeting as Secretary of these two boards. She is willing to be on the list of substitutes.

CORRESPONDENCE REVIEW

- Land Use and Development Regulations (LUDR), Section II, with suggested formatting changes and notes from the Select Board - see LUDR Discussion below
- 3 page document about the Special Features Overlay from the Conservation Commission - see Public Comments below

PUBLIC COMMENTS

Mary Dodge of the Conservation Commission (CCC) is here to offer a 3-page document about the Special Features Overlay, to be used as the CPC sees fit. This document was created by the CCC, after Mary attended several recent meetings of the CPC and Select Board, where questions about the Special Features Overlay arose. This document provides information about how the Special Features Overlay came to be part of the proposed LUDR and how it can be used as a tool to avoid or minimize harm to the natural resources on lands in Cornwall. Mary stated that the CCC is a strong advocate for the protection of natural resources whenever possible in land development, and would like the Special Features Overlay to apply not only to Planned Unit Developments (PUDs) and major subdivisions, but to minor subdivisions as well.

Mary D. also informed the Board of an Article for the March 2020 Town Warning, to see if the voters will support the creation of a Conservation Fund Planning Group. Mary asked if the CPC wished to be part of this group, if the Article passes. CPC members agreed that CPC participation would need to be limited to an agenda item at monthly meetings, because of the work load for the next year or two, and the way the current Board is already stretched to do its core work.

OLD BUSINESS

- **LUDR Discussion** - The Select Board has provided to the CPC a track-change copy of Section II of the LUDR, with suggested changes in formatting and comments and questions regarding content. Holly Noordsy has provided documents to assist the current CPC in understanding more about how and why sections of the proposed LUDR were created.

Next steps:

1. Members will complete their individual review of the current Section II.
 2. Members will review the track-change copy of Section II from the Select Board.
 3. Conor S. will review the documents sent by Holly Noordsy and will forward them to the other members.
 4. Don B. and Conor S. will meet informally with Ben M. of the Select Board on January 17.
 5. CPC working group will meet on January 21 to discuss Section II and draft a response to the Select Board
 6. Joint working group (Ben Marks and John Roberts from the Select Board and Conor Stinson and Don Burns of the CPC) will meet to discuss Section II, with the goal of reaching agreement a plan for any changes to the document, that will be presented to both boards. The hope is that the joint working group can meet before the February 4 meeting of the Select Board.
- **Flood Resilience Discussion** - After a brief discussion of the latest draft, with suggested revisions by Andrew of the Addison County Regional Planning Commission, it was agreed that Don B. will write a final draft. Next month, the CPC will set a date for the Hearing.
 - **Budget** - Select Board and Town Clerk/Treasurer have been reviewing the budget for 2020/2021 in recent meetings. Proposed line item for the CPC for 2020/21 is \$500. None of the funds budgeted for the CPC in 2019/2020 (\$1,000) have been spent to date. Conor S. will follow up with Sue Johnson about budgeted funds for the CPC.

NEW BUSINESS

- **Annual Report for Town Meeting Warning** - Conor S. and Don B. are drafting.
- **Strategic Planning Session** - Date and time to be announced- first step: read and discuss the current Town Plan and existing subdivision and zoning regulations.

OTHER BUSINESS

The Town is currently without a Zoning Administrator (ZA). An application needing ZA attention has come in, Jim Duclos said that he would be willing to serve as an Assistant Zoning Administrator. He will contact Ben Marks about it.

A.J. V. MOVED / Don B. SECONDED a motion to adjourn the meeting. Motion passed - 4 in favor, 0 opposed.

The meeting was adjourned at 9:27 pm.

Submitted by Sharon Tierra, Secretary of the CPC