

Approved October 21, 2020

## **CORNWALL PLANNING COMMISSION (CPC)**

Regular Meeting, via Teleconference  
September 16, 2020

Note: All Cornwall Planning Commission meetings will be via teleconference until further notice.

**MEMBERS PRESENT:** Conor Stinson, Don Burns, AJ Vasiliou, Marge Drexler

**ALSO PRESENT:** Jake Chapline, Lauren Ringey, Bastiaan Phair, Ben Marks

Recording of the meeting announced.

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

Quorum - established

**AGENDA** - Don B. MOVED / AJ V. SECONDED a motion to approve the agenda as amended with addition of Municipal Planning Grant in NEW BUSINESS. Motion passed - 4 in favor, 0 opposed.

### **MINUTES**

- **August 19, 2020-** Don B. MOVED /AJ V. SECONDED a motion to approve the minutes as posted. Motion passed - 4 in favor, 0 opposed

**ANNOUNCEMENTS** - Conor S. announced that Al Thalen and Josh Stearns have resigned from the CPC. He thanked them both for their service to the Town. Conor also announced that Marge Drexler was appointed to the CPC by the Select Board last night, and welcomed her to her first meeting.

### **CORRESPONDENCE REVIEW**

- **Dodge CCC note** - Note from Conservation Commissioners Mary Dodge, expressing her disappointment that language about river corridor protection and forest connectivity was not included in the latest draft of Zoning Regulations update. Ben Marks said that he had spoken with Mary D. to explain the reason had to do with Planning Commission capacity, not ideology, but it will be up to the Planning Commission to set priorities, going forward with the update.
- **Neighbors Route 74 note** - received note from Sarah Pelkey, Beth Karnes, and neighbors about their continued concerns about the speed on Route 74 in their West Cornwall Village neighborhood. The Select Board intends to reach out to the Addison County Regional Planning Commission (ACRPC) for help in framing the issue in hopes of getting a better response from the State and Don B. will also be on this call. CPC members agreed that the CPC should reach out to the neighbors to hear more about their concerns.

## **PUBLIC COMMENTS - none**

### **OLD BUSINESS**

- **Revisions to Zoning Regulations - update** - Don B. summarized work that has been done in the past few months and weeks on updating Town regulations. Ben Marks added information about the process involved in putting changes into effect. The CPC and Select Board have mutually agreed to limit the scope of the initial update because of the limited capacity of the CPC, due to member participation issues. The plan is to do now what is do-able (an update of the current Zoning Regulations limited to technical changes suggested by the previous Zoning Administrator) and then, once the CPC capacity is sufficiently increased, to look at broader changes involving policy decisions suggested by the proposed Land Use and Development Regulations (LUDR). Don B. is drafting the document and will distribute to the CPC early next week for consideration.

### **NEW BUSINESS**

- **Membership** - Marge Drexler (newly appointed member) and interested persons Jake Chapline, Lauren Ringey, and Bastiaan Phair, shared information about their backgrounds and interest in joining the Planning Commission. After discussion, Lauren R. and Bastiaan P. said they would like to be considered as candidates. Jake Chapline said he remains interested and would like more time to think about it.
- **Municipal Planning Grant** - Conor S. described the opportunity for Cornwall to apply for a Municipal Planning Grant that would enable the Planning Commission to receive services from ACRPC - to update the Town Plan and to be trained together as a Planning Commission - a Planning Boot Camp, so to speak. The training would give commissioners a better understanding of relevant State Statutes, how to conduct effective meetings, planning mechanics and key planning issues. Don B. added that training such as this is critical for a new commission, which the CPC is at this point in time, and this grant is an excellent opportunity both for the Planning Commission and the Town as a whole. Cornwall's current Town Plan has been approved by the Town, but needs updating in order to be regionally approved, making Cornwall eligible for a broader range of grants. The CPC is working with Katie Raycraft-Meyer from ACRPC to complete the grant application, due September 30. If the CPC votes to apply, and the Select Board also votes to support the application, with a promise of a 10% match for the approximately \$10,000 grant, the application can go forward.

Marge D. MOVED / Don B. SECONDED a motion to apply for the Municipal Planning Grant and to work with the assistance of ACRPC staff, if the grant is received. Motion passed - 4 in favor, 0 opposed.

## **EXECUTIVE SESSION**

Marge D. MOVED / Don B. SECONDED a motion that there is reason to enter into executive session for the purpose of considering Planning Commission candidates under the provisions of 1 V.S.A. Statute 313 (a) (3). Motion passed - 4 in favor, 0 opposed.

Marge D. MOVED / Don B. SECONDED a motion to enter executive session to consider Planning Commission candidates. Motion passed - 4 in favor, 0 opposed.

The CPC entered executive session at 8:22 pm.

The CPC came out of executive session at 8:40 pm

Don B. MOVED / Marge D. SECONDED a motion to recommend that the Select Board appoint Lauren Ringey to fill a vacancy on the Planning Commission until Town Meeting in March of 2021. Motion passed - 4 in favor, 0 opposed. This recommendation is based on Lauren R.'s basic qualifications, interest in local planning, and expected availability.

Conor S. thanked Bastiaan Phair for coming to express his interest, during his gap year from college. The CPC is not recommending him to the Select Board at this time because he expects to return to college out of state in 2021.

#### **ADJOURNMENT**

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

The meeting was adjourned at 8:57 pm.

Submitted by Sharon Tierra, Secretary of the CPC