

Approved June 21, 2023

CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting

Cornwall Town Hall and via Teleconference

May 17, 2023

MEMBERS PRESENT: Conor Stinson, Katherine Branch, Lauren Ringey, Don Burns

ALSO PRESENT: Mickey Heineken, Chet Van Dellen

CALL TO ORDER - the meeting was called to order at 7:02 pm by the Meeting Chair, Don Burns

QUORUM - established

AGENDA - Katherine B. MOVED / Conor S. SECONDED a motion to approve the agenda as presented. ***Motion passed*** - 4 in favor, 0 opposed.

MINUTES

April 19, 2023 - Don B. MOVED / Conor S. SECONDED a motion to approve the minutes as posted. ***Motion passed*** - 4 in favor, 0 opposed.

ANNOUNCEMENTS - none

CORRESPONDENCE REVIEW - no new correspondence

PUBLIC COMMENTS - Chet Van Dellen introduced himself, is attending the meeting to listen. He is a new resident of Cornwall and interested in being involved in the community.

OLD BUSINESS

• **Town Plan Update: status of Select Board review**

Don B. said that the Town Plan was discussed at the Select Board meeting last night. Overall, the Select Board is in support of the Town Plan draft approved by Planning Commission. On April 26 representatives from the Select Board, the Planning Commission, Conservation Commission, and Development Review Board met to discuss and come to agreement on a few language changes in the draft document. Ben Marks has incorporated those changes into a red-lined document, that is being reviewed by the Select Board and will be posted to the Town website. Ben Marks is also posting a link to the recording of the April 26 meeting. The Select Board hearing on the Town Plan is scheduled for June 6 at 7pm. Unless additional changes are suggested by participants at the hearing, the Select Board plans to vote on the Town Plan following the hearing.

Lauren R., Katherine B., Don B., and Conor S. all attended the April 26 joint meeting, said it was very useful and a good model for hammering out issues going forward. Conor S. added that the Planning Commission should bring the Select Board in early in the process of working on a particular issue, to provide a foundation of common understanding, especially when special guests are coming to present information on an issue or the Commission is working on a State mandated section of the Town Plan or Zoning Laws.

• **Implementation Plan Action Items: status**

- Village Center Designation - Don B. said that Ben Marks spoke with the administrator of the Village Center Designation program, is satisfied that there are no downsides, and the Select Board is supportive of the idea. Once the Town Plan is approved, application can be made for a Village Center Designation. Addison County Regional Planning Commission provides assistance with the application.
- Affordable & workforce housing (Katherine, Conor, and Don) - Katherine B., Conor S., and Don B. have all been gathering information and learning about resources. Conor has made a "Housing Study" folder in Google Docs. Conor S. suggested it might be helpful to have a historical understanding of the two largest developments in Cornwall in the past 20 years - Foote Farm and Beaver Brook. Conor S. also suggested that engaging in a master planning process might be useful, in addition to actions that the Planning Commission might take to encourage affordable housing, in its limited regulatory capacity

• **Membership (All)**

There are two open positions now on the CPC, and soon to be a third, because Drew K. has resigned. Chet Van Dellen said that he is very interested in joining the Planning Commission. Conor S. explained the process of appointments and elections in 2024 to him.

NEW BUSINESS

- Recommendation for appointment of Mickey Heinecken to CPC - Katherine B. MOVED / Lauren R. SECONDED a motion to recommend that the Select Board appoint Mickey Heinecken to the Planning Commission, to fill an open CPC position until Town Meeting, 2024.

OTHER BUSINESS

- Meeting Chairs for future meetings:
June - Lauren R.
July - Katherine B.

ACTION ITEMS

1. Everyone will upload information they have found to the Housing Study folder in Google docs.
2. Drew K. will make a list of State agencies that assist small towns with housing issues.
3. Conor S. will continue to investigate the Council on Rural Development
4. Mickey H. will contact Elise Schanbacker, Executive Director of Addison County Community Trust.
5. Conor S. will continue to work out a joint meeting with the DRB.
6. Drew K. will follow up with the person who previously expressed interest in joining the CPC.
7. Mickey H. will reach out to his contacts in the housing field, possibly find a developer to speak with
8. Recommendation for appointment of Chet Van Dellen to the CPC to be added to the agenda of the June 21 meeting.

ADJOURNMENT

Katherine B. MOVED / Conor S. SECONDED a motion to adjourn the meeting. **Motion passed** - 5 in favor, 0 opposed.

The meeting was adjourned at 8:45 pm.

Submitted by Sharon Tierra, Secretary of the CPC