

Approved September 20, 2023

CORNWALL PLANNING COMMISSION (CPC)

Public Hearing and Regular Meeting
Cornwall Town Hall and via Teleconference
August 16, 2023

MEMBERS PRESENT: Don Burns, Mickey Heinecken, Katherine Branch, Chet Van Dellen

ALSO PRESENT: Katie Raycroft-Mayer, Shannon Haggett

PUBLIC HEARING

The duly warned Public Hearing pursuant to 24 V.S.A.4441 was called to order at 7:05 pm, with Shannon Haggett from Addison County Regional Planning Commission's (ACRPC) Local Government Committee and Katie Raycroft-Mayer, ACRPC Community Planner, in attendance. Shannon H. and Katie R-M consulted with the members of the CPC regarding the recent update of the Town Plan, that has been approved by the Town.

The purpose of this hearing is to pursue regional approval of Cornwall's Town Plan. Regional approval is part of a confirmed planning process for Vermont towns and allows towns to qualify for State and Federal funds they would not otherwise qualify for. To qualify for regional approval, a Town Plan must be consistent with the goals established in 24 V.S.A. 4302, must be compatible with its regional plan, must be compatible with approved plans of other municipalities in the region, and contain all the elements included in 24 V.S.A. 4382.

After a question and answer period and discussion, Shannon H. stated that ACRPC staff have reviewed Cornwall's Town Plan and have determined that it meets the Vermont State requirements of 24 V.s.a. 4382 and 24 V.S.A. 4302 of the Vermont Planning and Development Act. He will recommend Cornwall's Town Plan for regional approval to the Addison County Regional Planning Board (full commission) at its next meeting on September 13, 2023.

Shannon H. added that the Cornwall Town Plan is a great one, and fun to read as well. He noted and praised the goal of investigating obtaining a Village Center designation, and the implementation section as a whole. Don Burns said that the CPC received very good support from the ACRPC in the update process, including assistance with maps, and training sessions with Katie R-M for the newly formed CPC, that were invaluable.

The Public Hearing was closed at 7:36 pm.

REGULAR MEETING

CALL TO ORDER - the regular meeting was called to order at 7:37 pm by the Meeting Chair, Don Burns.

QUORUM - established

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

MINUTES

July 19, 2023 - Katherine B. MOVED / Chet V.D. SECONDED a motion to approve the minutes as amended, with one typo corrected. *Motion passed* - 4 in favor, 0 opposed.

ANNOUNCEMENTS

Don B. announced the good news that Lynn Coale has been appointed by the Select Board as Zoning Administrator (ZA), for a term of 3 years. He is also the ZA in Weybridge and will hold both positions concurrently.

CORRESPONDENCE REVIEW

Barbara Greenwood, Chair of the Development Review Board (DRB) contacted Conor S. about a joint meeting of the CPC and DRB. After discussion, all agreed that a meeting, perhaps in early October to see the DRB in action, would be a better option than a "meet-and-greet" at an earlier date.

PUBLIC COMMENTS - none

OLD BUSINESS

• Village Center Designation

Don B. said that it is the Cornwall Outdoor Recreation Activities (CORA) committee is responsible for completing the Village Center Designation application, with assistance from the CPC, and that Marge Drexler is taking the lead on it. Don B. said that the Select Board also supports the goal of applying for a Village Center Designation.

- **Community Outreach for Housing Study** - study was done and the result is a guidance document. The next step is to explore forming a housing committee, a subcommittee of the Planning Commission. Anna Burns was mentioned as a resource. Mickey H. and Chet V.D. volunteered to meet and discuss the process of forming a housing committee.

- **Joint Meeting with CCC** - Set for September 20.

- **Google docs/Google drive tutorial for new members** - postponed until a later meeting

NEW BUSINESS

Discuss other Implementation Plan action items to start working on

Don B. is interested in restarting the Energy Committee headed by an active Energy Coordinator. Mickey H. and Chet V.D. will address how to form a housing committee to work toward implementation of housing related goals.

OTHER BUSINESS - none

ACTION ITEMS

1. Meeting Chair for the September meeting is Conor Stinson.
2. The next meeting on September 20 will be a joint meeting with the Conservation Commission.
3. Chet and Mickey will meet to discuss the process of forming a housing committee and provide an update on September 20.

ADJOURNMENT

Katherine B. MOVED / Mickey H. SECONDED a motion to adjourn the meeting. **Motion passed** - 4 in favor, 0 opposed.

The meeting was adjourned at 8:30 pm.

Submitted by Sharon Tierra, Secretary of the CPC