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**TOWN OF CHARLOTTE
PLANNING COMMISSION
OCTOBER 15, 2015**

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MEMBERS PRESENT: Jeff McDonald, Chair; Peter Joslin, Gerald Bouchard, Marty Illick, Paul Landler, Charles Pughe. **ABSENT:** Donna Stearns.

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ADMINISTRATION: Jeannine McCrumb, Town Planner/Zoning Administrator.

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OTHERS: Karen Frost

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CALL TO ORDER

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Mr. McDonald, Chair, called the meeting to order at 7:01 p.m.

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APPROVAL OF REGULAR AGENDA / CONSENT AGENDA

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Ms. McCrumb asked to add review of sketch letters for Morse, KR Properties and budget discussion to 'Other business'

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Consent Agenda: none.

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PUBLIC COMMENT

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None.

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7:05PM Minutes review

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The Commission reviewed minutes from 7/16, 8/6, 8/20, 9/9 and 9/17.

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Motion by Joslin, second by Illick to accept July 16, 2015 minutes as written. Vote: 4-0 in favor (Illick abstained).

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42

The following changes were made to the August 6, 2015 minutes:

43
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Line 60/61 – buildable area replaced with building envelope

45
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Line 70 – added word 'would' after Smith

47
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Line 138 – James replaced Jason

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Line 143 – rewritten to denote Foley of Deppman and Foley and added Dingle of Murphy, Sullivan and Kronk

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Line 236 – moved 'a' to after 'hiring'

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Line 262 – Harding replaced with Hardy

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Line 317 – added word 'be' after could

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Motion by Illick, second by Bouchard to accept the minutes from August 6, 2015 as corrected.

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Vote: 4-0 in favor (McDonald, Landler abstained).

62
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The following changes were made to the August 20, 2015 minutes:

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Line 38 – removed second 'that'

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Line 70 and 71 – Catholic Church is south and Denton's is north

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Line 147 – allow changed to allowing

70

46 **Motion by Landler, second by Bouchard to accept the minutes from August 20, 2015 as corrected.**
 47 **Vote: 4-0 in favor (Illick abstained)**

48
 49 The following changes were made to the September 9, 2015 minutes:
 50 Line 133 – 'continuous' replaced with 'contiguous'
 51 Line 239 – 'lowering' replaced with 'changing'

52
 53 **Motion by Joslin, second by Landler to accept the minutes of September 9, 2015 as corrected.**
 54 **Vote: 6-0 in favor.**

55
 56 The following changes were made to the September 17, 2015 minutes:
 57 Line 77 – reworded to clarify desire for maintaining blocks and connectivity between them
 58 Line 103 – 'than' replaced 'an' before 'a brown snake'
 59 Line 108 – 'through' replaced with 'throughout the'
 60 Line 181 – 'analysis' replaced with 'analyze'
 61 Line 186 – reworded to clarify that water does drain through Lots 6, 7 and 9 and that the conveyances
 62 would be mapped
 63 Line 194 – 'drained' replaced with 'drains'
 64 Line 229 – 'water well' replaced with 'mound system'
 65 Line 230 – 'mound system' replaced with 'the property'
 66 Line 241 – added word 'not' before 'have frontage'
 67 Line 250 / 251 – clarify to denote VAST trail on Snow? Property
 68 Line 279 – replaced 'Michael Kefflin' with 'Claflin'
 69 Line 303 – 'He' replaced 'Het'

70
 71 **Motion by Illick, second by Bouchard to accept September 17, 2015 minutes as corrected. Vote: 5-**
 72 **0 in favor (Landler abstained).**

73
 74 **7:30PM Work session – Proposed Town Plan and Land Use Regulation Amendments scheduled**
 75 **for public hearing on October 22, 2015.**

76
 77 **Proposed Town Plan Amendment #1**
 78 **Village Designation**

79 Revised to read as follows:

80
 81 Charlotte’s Community Development Group (CCDG) recommended that the Town consider *a village*
 82 *center* designation as a means to *support historic village areas by providing funding opportunities (tax*
 83 *credits) for revitalization efforts which support traditional settlement patterns and give the town*
 84 *priority consideration for state grants including municipal planning grants and VT Agency of*
 85 *Transportation grants.* Following a site visit and discussion with State personnel, the Commission
 86 supports this recommendation. This amendment *may directly* affect property owners within portions of
 87 the West Charlotte Village Commercial District and East Charlotte Village Commercial District and
 88 potentially owners of property near the intersection of Church Hill Road and Hinesburg Road. Note:
 89 The actual area of designation has not been identified and will be subject to public review and comment.
 90 During the site visit, state personnel indicated that boundaries for this designation are generally limited
 91 to the historical core commercial areas.

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More information on this program can be found on the following website:
http://accd.vermont.gov/strong_communities/opportunities/revitalization/village_center.

This report is presented for public review in accordance with 24 V.S.A.§4384(c)). Proposed deletions have been ~~struck~~ and additions double-underlined.

5.1 Future Pattern of Development

5.1.1 General Policies and Strategies

General Policies

10. Consistent with several of the policies listed above, Charlotte will consider applying for Village Center Designation, an incentive-based program designed to preserve and enhance our historical settlement pattern.

**Proposed Town Plan Amendment #2
 Energy Plan – Today and Tomorrow**

Mr. McDonald recommended amending the Overview by removing Table 14 and the bullet points from the transportation profile and summarizing this information in a paragraph. He noted that this information can be put in the appendix of our comprehensive plan update moving forward.

Ms. Illick recommended adding reference to Commercial Building Energy Standards in addition to Residential Standards.

Mr. Landler felt Energy Policy #4 read more like a strategy and the Commission agreed.

Ms. Illick suggested replacing the word 'compliments' in Policy #5 with "is compatible". Mr. Pughe felt the wording as presented was correct. No discussion so left as originally presented.

The Commission reviewed a definition of 'net zero' as presented by the Department of Energy on their website. The Commission tasked Ms. McCrumb with finding the term as defined by the state Public Service Department in the Comprehensive Energy Plan.

Town Plan Amendment #2 as revised is attached.

**Proposed Bylaw Amendment #1
 Energy Facility Siting and Development Standards**

Ms. McCrumb asked if the Commission agreed that this amendment and the Town Plan Energy Section amendment should be presented as one ballot item. The Commission concurred with this approach.

Ms. McCrumb asked if the Commission wished to promote 'on building' projects in the prioritization list. The Commission felt this could be mentioned elsewhere in the section and noted that it is discussed under setbacks.

137 Mr. Pughe is still researching proposed noise standards particularly as relates to duration. Ms.
138 McCrumb noted that Act 250 had a 55 dB Lmax reading at residences and areas of frequent use. That
139 is, a one-second (or less) sound level of 55 dBA is considered shocking and offensive to the average
140 person and is not permitted under Act 250. The Commission agreed to improve this definition prior to
141 reporting to the Selectboard.
142

143 The Commission reviewed the recent interim bylaw adopted by Cornwall. Ms. McCrumb had received
144 a link to the bylaw from Suzy Hodgson of the Energy Committee. Ms. McCrumb suggested adding
145 language pertaining to natural screening to the Landscaping and Screening section of the Site Plan
146 review standards. She also noted that solar arrays would be considered impervious surfaces when
147 determining lot coverage. The Commission liked how Cornwall's bylaw provided examples of 'good
148 solar and bad solar' and also asked to incorporate their 'good neighbor' policy into our bylaws.
149

150 Town Bylaw Amendment #1 as revised is attached.
151

152 **Proposed Bylaw Amendment #2**
153 **Housekeeping Changes**
154

155 The Commission had previously reviewed these changes and had no further revisions at this time.
156

157 **Proposed Bylaw Amendment #3**
158 **Village Commercial and Commercial / Light Industrial Use Changes**
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160 Mr. McDonald noted that the revised purpose statements for each of these sections had been omitted
161 from the draft. Ms. Illick suggested noting that the Charlotte Community Development Groug, CCDG,
162 was a citizen's group. Ms. McCrumb will add these to a revision.
163

164 Tables 2.3 and 2.4 will be revised to strike uses from conditional and add to permitted so it is clear
165 which uses are new to a district.
166

167 Ms. McCrumb distributed an email from Dana Hanley, a member of the CCDG, in which she
168 recommends consideration of a design review overlay district at the corner of Route 7 and Church Hill
169 Road. Ms. Hanley is concerned that our current site plan review standards are not specific enough and
170 this leaves us susceptible to designs that are 'visually jarring and out of place'. The Commission
171 generally concurred with this recommendation. Karen Frost, another member of the CCDG, also voiced
172 her support for Ms. Hanley's recommendation. Mr. Landler was not in favor of moving uses from
173 conditional to permitted in the Village Commercial district. He felt that the current process allowed an
174 additional level of review that would be lost with this amendment. There was some discussion on uses
175 proposed in the West Charlotte Village, East of Route 7. In particular, members felt less comfortable
176 with changes in these areas without more design review. Ms. McCrumb explained that light industry
177 and warehouse were added to accommodate uses currently in that area. Ms. McCrumb added that
178 performance standards would be added to site plan review for those uses that did not require conditional
179 use review.
180

181 The Commission favored the proposed changes to the Commercial / Light Industrial district with the
182 exception of a transfer / recycling center which the Commission felt should remain a conditional use.

183 Ms. McCrumb noted she had struck parking facility as an independent use in this district as she believed
184 parking independent of a business should not be permitted. Shared parking among businesses should be
185 encouraged.

186
187 Town Bylaw Amendment #3 as revised is attached.

188
189 **Proposed Bylaw Amendment #4**
190 **Two-family dwellings in the Village Commercial and Village Residential Districts**

191
192 The Commission understood this to apply to village districts only. Ms. McCrumb noted that it could
193 also be considered in the rural district. This will be asked during the public hearing as no consensus was
194 put forward by the Commission.

195
196 Ms. Frost voiced concern about adding density to the village. Ms. McCrumb stated that some additional
197 density in the village is what the current Town Plan recommends and that the plan should be changed if
198 this is not the sentiment of village residents and businesses.

199
200 **9:20PM Sketch letter review – Morse, KR Properties**

201 The Commission agreed to the Morse letter as written.

202
203 Mr. Joslin recused himself from the KR Properties sketch letter discussion and departed the meeting.

204
205 Ms. McCrumb explained that she had reached out to a wildlife consultant to get a cost and timing for
206 completion of an assessment on the Krasnow property. The Commission agreed with this approach.
207 Mr. McDonald noted that the Commission also wanted the extra curb cut (farthest east) onto One Mile
208 Road eliminated.

209
210 The Comprehensive Town Plan Update schedule was distributed with packets but not discussed.

211
212 Ms. Illick agreed to discuss 'planning work' with the Selectboard and CCRPC at their 10/26/15 meeting.

213
214 **9:25PM Motion by Bouchard, second by Illick to adjourn. Vote: 5-0 in favor (Joslin departed)**

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216 Minutes respectfully submitted, Jeannine McCrumb, Town Planner / Zoning Administrator.

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