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**TOWN OF CHARLOTTE  
PLANNING COMMISSION  
JANUARY 21, 2016**

*Minutes are subject to correction by the Charlotte Planning Commission. Changes, if any, will be recorded in the minutes of the next Planning Commission meeting.*

**MEMBERS PRESENT:** Jeff McDonald, Chair; Peter Joslin, Vice Chair; Gerald Bouchard, Charles Pughe, and Marty Illick.

**ADMINISTRATION:** Jeannine McCrumb, Town Planner/Zoning Administrator.

**OTHERS:** None

**AGENDA ITEMS:**

- Minutes Review – 1/7
- Responsiveness review / status, future land use discussion

**CALL TO ORDER**

Mr. McDonald, Chair, called the meeting to order at 7:00 p.m.

**APPROVAL OF REGULAR AGENDA/CONSENT AGENDA**

No changes to agenda.

**PUBLIC COMMENT**

None.

**MINUTES REVIEW – 1/7/16**

Ms. Illick – page 2, line 77 replace the word ‘requirements’ with something else as not required. Ms. McCrumb suggested design standards.

Mr. Joslin – page 2, line 78 replace ‘needed’ with ‘there was a need’

**Motion by Ms. Illick, Second by Mr. Joslin to approve 1/7/16 minutes as edited. Vote: 5-0 in favor.**

**TOWN PLAN RESPONSIVENESS SUMMARY – CHAPTER 9 TRANSPORTATION**

The Commission started with the markup provided by Mr. Donovan and then reviewed comments provided by Ms. Christie, Mr. Bloch and Mr. Brooks. Major themes discussed involved accommodations for modes of transportation other than automobiles and when and where to incorporate potential road improvements. Ms. Christie’s comments centered on shortcomings related to Complete Streets design criteria. Ms. McCrumb understood Complete Streets to be more geared towards urban / suburban settings. Both Commission and staff agreed there was a need to review this legislation for consideration. Ms. McCrumb suggested adding information pertaining to village parking in this section.

**OTHER BUSINESS**

Ms. McCrumb distributed wildlife report prepared by Jeff Parsons for Krasnow property and Selectboard edits to proposed amendments. She noted that final hearing on proposed amendments is scheduled for Monday, January 11 at 6pm. Ms. McCrumb also provided a staffing update noting that the Selectboard had agreed to 3 positions in the P&Z Office with no change to total hours – Zoning Administrator (25 hours), Planner (30 hours) and Administrative Assistant (20 hours) – and that positions would be advertised in coming week.

**ADJOURNMENT**

**Motion by Mr. Pughe to adjourn, second by Mr. Bouchard. Vote: 5-0 in favor. The meeting was adjourned at 8:50 p.m.**

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Minutes respectfully submitted, Jeannine McCrumb, Town Planner.