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**TOWN OF CHARLOTTE
PLANNING COMMISSION
DRAFT TOWN PLAN PUBLIC HEARING
SEPTEMBER 29, 2016**

APPROVED

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: Peter Joslin, Acting Chair; Marty Illick, Gerald Bouchard, Charles Pughe, Puspa Luitel. **ABSENT:** Jeff McDonald, David Kenyon.

ADMINISTRATION: Daryl Benoit, Town Planner.

OTHERS: Dana Hanley, Michael Yantachka, Carrie Spear, Lane Morrison, Suzi Hodgson, Bud Shriner, Catherine Hughes, Ellie Russell, David Pill, Margaret Russell, Lisa Kiley, Isaiah Kiley, King Milne, Luke Adler, Dean Bloch, and others.

AGENDA ITEMS:

- **Review draft Town Plan – public hearing**

CALL TO ORDER

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

REVIEW DRAFT TOWN PLAN – public hearing

Mr. Joslin reviewed the Town Plan update process, which is a complete rewrite of the current 2013 Town Plan based on input received.

The draft Town Plan sections have been re-ordered as follows:

- Part 1, Charlotte Tomorrow
- Part 2, Charlotte Today
- Part 3, Charlotte Yesterday
- Appendixes appear in Parts 2 and 3

Review of Section 1, Vision, Future Land Uses and Strategies is a narrative of Charlotte in relation to a regional context of Chittenden County and surrounding town's Town Plans and natural resources.

SUGGESTED CHANGES:

- Introduction: rewrite to shorten the process section and add an organization section based on the 2013 Town Plan
- The CCRPC suggested beefing up the Natural Resources section related to areas of growth, affordable housing, and growth center patterns.
- 2013 Town Plan, Section 4.4.3, use this language to strengthen the draft Town Plan regarding central organizational planning. The draft Town Plan has two sentences under Goals – a question is: has the Planning Commission vision changed

- 47 • Need to understand water and wastewater issues in the villages to address
- 48 development in the existing villages (Mr. Joslin noted that two Land Use
- 49 Amendments would have made it easier to develop the village centers; the two
- 50 amendments were not advanced for a public vote at the 2016 March Town
- 51 Meeting)
- 52 • Vision Statement, Future Land Use - add a Goal using basic settlement language
- 53 related to a West Village Wastewater Plan and Policies, which will enable the
- 54 Town to apply for state grant funding
- 55 • Page 1, 3rd line, regarding increasingly diverse population, Table 2.2.1.5, the
- 56 point is that the population has lower increases.
- 57 • Page 2, Future Land Use, 4th line, under Industrial enterprises – consider changing
- 58 to “light industrial”
- 59 • Mr. Yantachka reported that the Legislature has passed ACT 174 regarding siting
- 60 of energy projects. The Public Service Board (PSB) will develop standards by
- 61 November 1st on how Regional Planning can assist towns in developing energy
- 62 plans and language to add to Town Plans. Charlotte would have to amend the
- 63 Town Plan. Ms .Hodgson said that ACT 174 language is written as “recommend
- 64 solar ready roof projects”. It should be included in the Town Plan
- 65 • Vision, Agricultural Heritage, paragraph 2, add to draft Town Plan: “The Town of
- 66 Charlotte is an agricultural community that promotes smaller and larger farms”
- 67 For example: Nordic Farm, Mack Farm, Fat Cow Farm and Bean farm are four
- 68 cornerstone farms in Charlotte
- 69 • Future Land Use, 2nd sentence – should read “...rural and agricultural
- 70 community...”; 3rd sentence – change “industrial” to “light industrial” for
- 71 consistency (light industrial is defined on page 1-33)
- 72 • 2nd paragraph – should go first, it lays out policies and strategies
- 73 • 2013 Town Plan, Chapter 5.1, page 96 – are important and should go under
- 74 Future Land Use in draft Town Plan
- 75 • General policies, #6, densities – is a critical bullet item, and #7, areas of high
- 76 public value – is specific to protecting development outside of village centers;
- 77 consider build out of village center before surrounding high public value areas;
- 78 needs to be done now versus in future
- 79 • Key Planning Consideration – Land Use needs clarifying
- 80 • Land Use Policies, 1st sentence – needs rewriting (it is an incomplete sentence),
- 81 Questions: what does ‘changing demographics’ refer to; what strengthens our
- 82 strategies
- 83 • Reword the section regarding “aging population...small rural community with
- 84 educational opportunities...”
- 85 • Need policies that are supported with strategies identified

86
87 REGIONAL PLANS – Chapter 1.3

- 88 • Mr. Benoit to write policies and strategies that give context to surrounding towns
- 89 and how to integrate connectivity of resources as per Regional Planning and
- 90 requirements to include in the draft Town Plan

91
92 NATURAL RESOURCES – Chapter 1.4

- 93 • Missing #6 under Natural Resources Strategies
- 94 • Climate change – regarding language for short term droughts, add “...extreme
- 95 precipitation events and increased runoff...”
- 96 • Page 1-9, ACT 64, “...all in approach...” add: farming and forestry
- 97 • Page 1-10, #2, Strategies, water quality – strike “field access”
- 98 • #4, violations – state examples, such as “water quality violations”; strike “adopt”
- 99 and replace with “update”
- 100 • Climate change needs Strategy “Keeping soil covered and use more cover crops”
- 101 to be consistent with state language
- 102 • Ask Regional Planning how to clarify areas of high public value
- 103 • See the 2013 Town Plan standards that were developed to tie into Emergency
- 104 Management funding and matching funding. Add: “The Town of Charlotte is
- 105 committed to recertifying its Emergency Management practices and is continuing
- 106 to adopt Emergency Management standards every year.”
- 107 • Page 1-13, Strategy #20, GIS layers and best data” – add “...anytime that the
- 108 Town maps areas of high public value an assessment and mapping will be done
- 109 and linked into the State of Vermont data layers.”
- 110
- 111 LAKESHORE AND SHORELINE – Chapter 1.5
- 112 • Lakeshore and Shoreline, Policy #4 – add: “to the extentS feasible” to clarify why
- 113 the Town has been delegated to identify lakeshore violations and enforcement
- 114
- 115 AGRICULTURE AND FORESTRY, Chapter 1.6
- 116 • Section 3 – need to confirm the number of farms in Town (currently the best
- 117 information indicated 6 dairy farms, with Nordic Farms, Mack Farm, Fat Cow
- 118 Farm, and Bean Farm as “cornerstone farms”)
- 119 • Key Planning consideration #6 – is the word “subsidizing” the best word to use
- 120 • Key Planning Consideration #2 – “rural economic activities” needs clarification
- 121 related to the scale and type of farming. It was noted that some people have
- 122 concerns related to commercialization of farming businesses
- 123 • Key Planning Consideration #3 – should be a Strategy versus a Policy
- 124 • Key Planning Consideration #4b, agricultural soils – strike the word “physically”
- 125 in the sentence “...protect physically where feasible...”
- 126 • Key Planning Consideration #5, restricted farm land – replace the words “in
- 127 common” with “individually”, and add language that “...open space agreements
- 128 are held in common...” to clarify the differences
- 129 • Key Planning Consideration #7, solar farms – strike “solar farm” and replace with
- 130 “solar installation”
- 131 • Key Planning Consideration – reconsider the language of “endorse” or “enforce”
- 132 regulation of certified small farms via RAP procedures – replace the word
- 133 “enforcement” with “implementation” so that the Town becomes a partner with
- 134 the state
- 135 • Economic activities #2, page 18 – is vague regarding future agricultural farm
- 136 diversified activities; examples follow: Adam’s Berry Farm produces and sells
- 137 yogurt, which is not a ‘traditional’ farm product, or if Fat Cow Farm sells

138 hamburgers on a Friday evening to 20 people and it grows beyond a casual event
139 to a regular hamburger stand; this speaks to “scale and type” – insert language:
140 “...on-site economic farm activities...” (it was pointed out that “farm/café” uses
141 are in the Land Use Regulations)

- 142 • Footnote (#5) – define “rural enterprises” as an industry term for agriculture

143

144 HISTORICAL AND CULTURAL RESOURCES, Chapter 1.7

- 145 • #2, page 1-23, Thompson’s Point, replace the word “several camps” with “many
146 camps” or “Camps on Thompson’s Point have gone under renovation”
- 147 • #3 – clarify that “lack of outreach” implies it is by the developer
- 148 • #6, Page 1-21, 3rd line, strike “conserved”; light pollution and glare is addressed
149 through “dark sky compliance if installed correctly” (refers to down cast lighting);
150 remove the last sentence
- 151 • Strategy #7, refers to down cast light
- 152 • Policy #5 – globally spell out “HPV” as “areas of High Public Value”

153

154 DEMOGRAPHICS AND HOUSING, Chapter 1.8

- 155 • Last Strategy – change to read “...continue to waive permit fees.”
- 156 • Housing Strategy, #1, it was noted that the existing Town Plan is in the Policy,
157 not Strategy; the 2nd sentence is the Strategy; 1st sentence – strike the word “use”
158 in “...use of these provisions” add “...they may be encouraged”
- 159 • #3a, is redundant, combine 1 and 2, strike the 1st sentence

160

161 ECONOMIC DEVELOPMENT, Chapter 1.9

- 162 • Add trails to the text; “When utility companies are installing facilities consider the
163 location and development of trails...”; and show trails on the Scenic Roads map
164 and notate trails as a separate legend item

165

166 TRANSPORTATION, Chapter 1-10

- 167 • Key Planning Consideration #7 – remove the “()” around the words “rights-of-
168 way” and change to read: “...roads, rights-of-way, bridges and culverts.”
- 169 • Policy #6, page 1-43 – add: “...input and benefit...”
- 170 • Policy #7 – reword language related to “...support a privately contracted...”
- 171 • Policy #9, park and ride – strike the word “appropriate”

172

173 ENERGY, Chapter 1-12

- 174 • Chapter 1.12, page 46 – reinstate Energy points for Key Planning Considerations
175 that have been omitted from the draft Town Plan, dated August 30, 2016. Ms.
176 Hughes submitted a written letter, dated 09/29/2016, for the record.
- 177 • Under Key Planning Consideration, #1, replace the word “promulgated” with
178 “created”
- 179 • Ms. Hodgson will e-mail a list to Mr. Benoit regarding energy processes and
180 energy omissions for re-instatement

181

182 *TASKS:*

- 183 • Use the 2013 Town Plan, Section 4.4.3 language regarding areas of growth, and
- 184 growth center patterns in the draft (Ms. Illick will ask Ms. Hanley for input)
- 185 • Regional Planning, Chapter 1.3: Mr. Benoit to write policies and strategies that
- 186 give context to surrounding towns and how to integrate connectivity of resources
- 187 as per Regional Planning and requirements to include in the draft Town Plan
- 188 • Reinstate Energy language recorded at the June 23rd Planning Commission work
- 189 session meeting, and as submitted by the Energy Committee regarding energy
- 190 strategies, dated 09/29/2016. Ms. Hodgson will e-mail energy omissions to the
- 191 Town Planner
- 192 • Ms. Hodgson will e-mail ACT 174 language and VLCT preliminary PSB
- 193 standards, dated 09/23/2016, to add to the Town Plan draft to Mr. Benoit
- 194 • Add dates to draft Town Plan revisions/versions for tracking changes and who
- 195 made changes
- 196 • Mr. Benoit will update new versions of the draft Town Plan and public comments
- 197 on the Town website under Planning and Zoning
- 198 • Add line numbering to the draft Town Plan to aid editing and reviewing
- 199 • Summit further comments regarding Parts 2 and 3 to Mr. Benoit by Thursday,
- 200 October 1, 2016 – Mr. Benoit to post submittals on the website
- 201 • Comments on maps to be submitted to Mr. Benoit
- 202 • Land Use categories, page 2-61, needs clarification regarding existing Land Use:
- 203 “...the Town Plan guides the Land Use Regulations.”
- 204

205 *NEXT STEPS:*

- 206 • The Planning Commission will review all comments and input from the
- 207 09/29/2017 Public Hearing. The Planning Commission will decide what
- 208 comments to include, or not
- 209 • The revised draft Town Plan would then go to the Selectboard for review and
- 210 comments
- 211 • Next agenda: Review Land Use Maps
- 212

213 **ADJOURNMENT**

214 **MOTION** by Mr. Bouchard, seconded by Ms. Illick, to adjourn the public hearing.

215 **VOTE: 5 ayes, 2 absent (Mr. McDonald, Mr. Kenyon); motion carried.**

216

217 The meeting was adjourned at 9:45 p.m.

218

219 Minutes respectfully submitted, Kathlyn L. Furr, Recording Secretary.

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