

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
JANUARY 14, 2002**

MEMBERS PRESENT: Clayton Cormier, Tara Hamilton, Vice Chair; Donald La Haye, Lisa Miserendino, Matt Sargent, Claudia Woods.

OTHERS PRESENT: Margo Wade, DRB/PC Assistant.

AGENDA:

- 1) 7:30 p.m. Call to Order
- 2) Scenic Roads – update
- 3) Town Facilities & Village Sidewalk Plan – discussion
- 4) PC/DRB 2002 Budget & Report – discussion
- 5) Other Business:
 - b) Signing of minutes

I. CALL TO ORDER

Ms. Hamilton called the meeting to order at 7:35 p.m.

II. SCENIC ROADS

Mr. Sargent distributed a table of the compiled survey results. The commission discussed the results and decided to:

- Re-survey the Brook Road
- Survey the shorter town highways, which have not been surveyed yet
- Review process in Scenic Road Feildguide

Mr. Sargent will distribute lists assigning the remaining roads. Members will pair up and conduct the surveys within the next month. Scenic roads will be discussed again at the February 11 PC meeting.

III. TOWN FACILITIES

The commission discussed the space issue and facilities needs for the Library, Town Clerk, and Municipal Offices. The following issues and items were identified:

- Schedule a brain storming session with the public
- Need to achieve good public participation
- This is bigger that just a village issue it is a Town issue
- Include village & town residents and property owners
- Investigate costs and need for a facilitator
- Investigate assistance of architect for design ideas, possibility of grad student project
- Develop package of material to include base facilities drawings, space needs, budget (limited), etc.

IV. PC/DRB 2002 BUDGET & REPORT

Ms. Wade submitted the following Planning Commission & Development Review Board Budget for 2002. Minor calculation corrections were identified and Ms. Wade will double-check the MRVPD and CVRPC dues figures. Ms. Wade and available PC members will present the budget

to the Selectboard on January 15 after the Land Use & Development Regulations Amendment hearing.

**Warren Planning Commission & Development Review Board
Budget Request for 2002**

	1997	1998	1999	2000	2001	2001	2002	% Budget
PC & DRB	Actual	Actual	Actual	Actual	Budget	Actual	Budget	Increase
PC / DRB Misc. Costs	6,282	2,479	1,354	502	250	288	250	-15%
Town Plan / Zoning Updates	2,852	8,891	8,048	7,777	10,000	6,774	-	-
Planning Computer	-	2,502	-	-	-	-	-	-
Planning / Zoning Assistant	-	5,055	20,000	21,000	25,000	25,124	25,750	2%
Benefits	-	295	2,810	7,211	8,000	7,600	8,000	5%
Mad River Valley Planning District	19,062	16,000	16,000	16,500	17,500	17,500	17,500	0%
Central VT Regional Planning	879	879	1,119	1,119	1,119	1,119	1,119	0%
Affordable Housing Study	-	-	-	-	9,800	4,500	9,500	53%
Brook Rd. Sidewalk & Muni. Facilities Study	-	-	-	-	-	-	10,000	n/a
Access Road Traffic Study	300	-	-	-	-	-	-	-
Study of Public Transportation	308	-	-	-	-	-	-	-
Establish Impact Fee Schedule	1,659	-	-	-	-	-	-	-
Meetings / Courses	134	174	171	289	500	15	250	94%
Legal Contingencies	3,364	120	4,481	2,756	4,000	4,000	2,000	-100%
Total	34,840	36,395	53,983	57,154	76,169	66,920	74,369	10%
Grant Money & Fees Collected	668	6,975	2,966	9,838	12,800	14,325	9,100	
Net PC & DRB	34,172	29,420	51,017	47,316	63,369	52,595	65,269	19%

The commission also discussed the proposed PC Report and incorporated amendments suggested by Mr. Cormier.

MOTION by Mr. Cormier, seconded by Mr. La Haye to accept the PC/DRB budget with corrections and PC report as amended. VOTE: unanimous; motion carried.

V. OTHER BUSINESS

a) Signing of minutes

MOTION by Mr. Sargent, seconded by Ms. Miserendino to approve the December 10, 2001 meeting as submitted. VOTE: unanimous; motion carried.

b) PC Vacancy

The commission directed Ms. Wade to run a notice in the Valley Reporter advertising the opening. The notice should include details about what the PC does along with the notice, which has run in the past.

Items for the next PC meeting:
PC Candidate Interviews
Municipal Facilities Space needs

VI. ADJOURNMENT

MOTION by Ms. Woods, seconded by Mr. Cormier to adjourn the meeting.

VOTE: unanimous; motion carried.

The meeting adjourned at 9:15 p.m.

Respectfully submitted,
Margo B. Wade
DRB/PC Assistant

PLANNING COMMISSION

Clayton Cormier (date)

Tara Hamilton, Vice Chair (date)

Donald La Haye (date)

Lisa Miserendino (date)

Matt Sargent (date)

Claudia Woods (date)