

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
OCTOBER 13, 2003**

MEMBERS PRESENT: Clayton Cormier, Chair; John Donaldson, John Goss, Donald La Haye, Lisa Miserendino, Jim Sanford.
OTHERS PRESENT: Paul Turner, VT Journal; Shannon M. Hill, DRB/PC Assistant.
AGENDA:
1) 7:30 PM Call to Order
2) Sign Minutes from Sept 22nd
3) Town Plan Update
4) Prepare for Meeting with the Selectboard
5) Other Business

I. CALL TO ORDER

Mr. Cormier called the meeting to order at 7:30 PM.

II. SIGN MINUTES FROM SEPTEMBER 22, 2003

MOTION by Mr. Cormier, seconded by Mr. Donaldson, to approve the September 22, 2003 meeting minutes as corrected. VOTE: unanimous; motion carried.

III. TOWN PLAN UPDATE

The Planning Commission reviewed the draft Town Plan and Land Use and Development Regulation Update schedule. The PC requested Ms. Hill incorporate the Central Vermont Regional Planning Commission plan approval into the schedule.

It was decided to proceed with the update as follows:

1. Ms. Hill will update the statistical and demographic information for each scheduled chapter and e-mail it to the PC members in advance of the first meeting of the month;
2. During the first meeting of the month the PC will review and discuss additional changes they would like made to the chapters scheduled for the month;
3. Ms. Hill will incorporate the additional changes and distribute the revised chapters in advance of the second meeting of the month;
4. During the second meeting of the month the PC will review for a second time the draft chapters scheduled for that month.

The PC also requested Ms. Hill draft a memo to the Selectboard, Development Review Board and the Municipal Officials & Staff soliciting comments on the Town Plan and Land Use & Development Regulations. They also asked that she contact the town historian, Kit Hartshorn, and ask her if she would like any changes made to Chapter 2 of the Town Plan, Town History.

While reviewing the draft revisions to Chapter 4 of the Town Plan , it was noted that the chapter includes a number of editorial comments that are not backed up by facts. The PC discussed removing these comments.

IV. PREPARE FOR MEETING WITH SELECTBOARD

In preparation for the meeting with the Selectboard on October 14, 2003 the PC discussed the following planning projects:

Planning Priorities:

The PC reviewed the draft Planning Priorities memo that Ms. Hill distributed. Ms. Hill used the list of planning priorities from 2001 and removed any projects that had already been addressed or were out of date. The PC decided the list needed to be further updated and reviewed with the Selectboard.

Municipal Expansion:

The PC will look to the Selectboard for guidance on how to proceed, if at all, with the Municipal Expansion project.

Alternative Growth Centers:

Ms. Miserendino suggested the PC work with Ms. Pinkston, the Warren representative to the Mad River Valley Housing Coalition, to identify obstacles in Warren for affordable Housing.

Meadowland Overlay District:

The PC would not support revising the Meadowland Overlay District boundaries. They may be amendable to addressing alterations and/or additions to structures that preexisted the Meadowland Overlay District in the Land Use and Development Regulations.

Warren Village Design Control District:

The PC discussed incorporating design guidelines for renovations to historic structures in the village into the Town Plan. They will discuss this further at a later date.

V. OTHER BUSINESS

a) Sidewalk Budget

Ms. Hill explained that there is a \$1300 shortfall in the Sidewalk Planning Budget. The town applied for and received a \$13,000 grant from Vtrans. However, in the contract with Vtrans the grant amount is specified to be \$11,700. Ms. Hill contacted Amy Bell, the Vtrans Bicycle & Pedestrian Coordinator, who explained that while the total project budget in the grant is \$13,000 that the towns 10% match comes out of the total budget. Ms. Hill speculated that at the time of the grant and contract signing with LandWorks that it was incorrectly assumed the town would receive \$13,000 and need to prove that they had spent \$1,300.

Ms. Hill also noted that Chris Cochran from the Vermont Division for Historic Preservation informed her that the town would be receiving approximately \$1700 of the state unexpended 2002 grant funds. This money was not added into the 2003 town budget and will more than compensate for the Sidewalk Planning budget shortfall.

b) Wind Power & Zoning Meeting

Ms. Hill requested one of the PC members attend the VLCT *Wind Power and Municipalities* Seminar on Thursday October 16, 2003 at 7PM. None of the PC members were able to attend.

c) Binders

Mr. Cormier, Ms. Miserendino and Mr. LaHaye never received binders for their Town Plan, Land Use and Development Regulations and other planning documents. Ms. Hill will order three binders so everyone on the commission will have a binder during the upcoming Town Plan revisions.

Items for the next PC meeting:

Town Plan
Traffic Calming

VI. ADJOURNMENT

MOTION by Mr. Cormier, seconded by Mr. LaHaye, to adjourn the meeting.

VOTE: unanimous; motion carried.

The meeting adjourned at 9:55 PM.

Respectfully submitted,
Shannon M. Hill
DRB/PC Assistant

PLANNING COMMISSION

Clayton Cormier, Chair (date)

John Donaldson (date)

John Goss (date)

Donald La Haye (date)

Lisa Miserendino (date)

Jim Sanford (date)