

Thetford Planning Commission
February 3, 2015 – APPROVED Minutes

Present: Patricia Norton, Kevin O’Hara (7:45), Liz Ryan Cole, Dean Whitlock (Recording Clerk)

Absent: Michael Schunk

Guests: None

(Numbers below refer to agenda items.)

1. Patricia called the meeting to order at 7:35 p.m.

2. Public Comment: None

3. Review of Minutes from the 1/20/14 meeting.
The minutes were accepted as written.

Kevin O’Hara joined the meeting.

4. Selectboard Report: None.

5. Town Plan (7:45)

a. Energy Chapter final draft revision - Dean led the group through a review of the text that he had just edited based on the discussion at the previous meeting. There were a few final changes made. Dean moved to accept the draft of the Energy Chapter as revised during the meeting. Patricia seconded the motion. There was no further discussion. The motion passed 4-0.

b. Editors, review edited/updated RFP - Both Patricia and Liz made final suggestions to improve the RFP. The final draft was accepted. There was a brief discussion of the process of selection. Dean will send out the RFP by the end of the week. The deadline for Proposals is noon on Monday, February 16.

c. Appendix A, preservation tools - Dean reported that he and Michael had not been able to schedule a time together to work on moving this information into other parts of the Town Plan; however, Dean was able to get a digital copy of the text and also reviewed the Historical Resources Chapter to find the most appropriate location for it. The topic was deferred to the next meeting.

d. Dean follow up - re maps and map styles - Dean reported on the response from the regional planning commission. They can produce a map that doesn’t have an aerial photo in the background. They also clarified the difference between the current land use map, which shows actual parcels, house sites, and other details but does not usually show the defined land use areas,

and the future land use areas map, which shows the approved land use areas but not the parcels and other details. It is possible to have a combined map. For the discussion period leading up to the warned hearing, we can get a special map that compares the current land use areas with the proposed land use areas. Dean will contact them to obtain a sample map without the aerial photo background.

6. Subdivision (8:49)

a. Section 3.6, Roads and VTrans standards – Dean reported that Stuart Rogers had still not replied to his calls. Dean suggested that he move ahead and prepare a draft that refers to the adopted state road standards but does not include minimum standards. The suggestion was agreed to. He will discuss his new draft with the Zoning Administrator and the Development Review Board.

b. Review of where the Subdivision Regulations stand – Kevin noted that only the road standards and definitions need to be completed. He will make the final update to the definitions by the next meeting, and the complete draft can be reviewed then. There was a brief discussion of the approval process, which is similar to that for the Town Plan and Zoning Bylaw. Kevin suggested that, since the Subdivision Regulations were likely to be ready for a hearing before the draft Town Plan, the warning and hearing process for them be fully completed before starting the warning/hearing process for the Town Plan. He was concerned that people might be confused if both were warned at the same time. The others agreed that this would be a reasonable course of action.

7. Other Business

1. Kevin asked Dean to review all of the action items related to the Town Plan and include a complete list when these minutes were sent to the commissioners for review. The key action item is for all members to prepare their draft chapters for a final review so they can be sent to the selected copy editor as soon as possible.

2. Patricia noted that the Education Chapter needs another review to deal with a final comment. Then she can close out the comment document for Dean to post on the Planning web page.

3. The Thetford Town Meeting is on Saturday, February 28th, and Town Meeting Day is March 3rd. The Town Hall will be used for voting, so we will need an alternate place to meet.

4. The forum in West Fairlee to discuss e. coli pollution of the Ompompanoosuc River is this coming Thursday. Kevin plans to attend.

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,
Dean Whitlock, Recording Clerk, Thetford Planning Commission