

Thetford Planning Commission
April 7, 2015 – APPROVED Minutes

Present: Patricia Norton (acting chair), Michael Schunk, Liz Ryan Cole, Dean Whitlock
(Recording Clerk)

Absent: Kevin O'Hara

Guests: None

(Numbers below refer to agenda items.)

1. There being no quorum at 7:15, Patricia began an informal discussion of agenda items.

2. Public Comment: None

4. Selectboard Report: None.

5. Town Plan

e. Photos update – Michael reported that Bob Walker of the Energy Committee had provided many photos appropriate for the Energy chapter. Dean reported that he needed to recontact Dan Grossman and Tig Tillinghast about their photos. There was a brief discussion of what the editor will need in order to put the photos into the town plan document: location in the chapter (page and paragraph), caption, credit for photographer (these last two being optional). Patricia said the editor will need them as quickly as possible. Dean requested a deadline, and Patricia said by the following Tuesday, April 14. She will send the link to a Dropbox folder, Members can copy them into that folder or email them to her

a. Historic Resources, review – Michael referred the members to the version of the chapter that he had received from Devin Colman, the State Architectural Historian, of the Vermont Division for Historic Preservation. Michael had emailed the chapter to the Planning listserv this afternoon.

Liz Ryan Cole joined the meeting. Patricia called the meeting to order at 7:35.

Michael led the group in a review of the comments and suggested changes Mr. Colman had made. A few edits and additions were made to improve clarity. The group then reviewed the full text of the chapter. Dean moved to accept the text of the revision. Michael seconded. The motion passed unanimously.

3. Review of Minutes from the 4/7/15 meeting.

Kevin had sent a copy of the minutes file with his suggested corrections, which Dean read to the group. The minutes were accepted as amended.

5. Town Plan

b. Proposed District Name Change – The commissioners discussed the proposed name for the new land use area. Patricia suggested leaving the names of the Village Residential area and Rural Residential areas as they were and naming the new transitional area Neighborhood Residential (NR). After a brief discussion, the members agreed that the name was suitable. Dean proposed that the text of the most recent revision of the Land Use chapter, with the new name inserted, be accepted. Patricia seconded. The motion passed unanimously.

d. Energy – Michael led the group in a review of the text of the Energy chapter. He had made changes to a previous version that was not the most recent version, which had been discussed at a meeting that he had not been able to attend. Dean supplied the latest revision. The group reviewed his changes, amending as appropriate. Liz moved to accept the text of the revision. Michael seconded. The motion passed unanimously. Patricia volunteered to compare and resolve any discrepancies between the two versions.

c. Housing – The text of this chapter had already been accepted and the copy-editing had been completed. The group began one final review of the text to deal with questions/comments inserted by the editor. First, the tables and figures had not been numbered; the copy-editor wanted to know if they should be numbered separately or together. If together, they would appear in listed together in a single table after the Table of Contents. Since the total number is not large, Patricia suggested they be numbered together. The members agreed. There was a long discussion about the ordering of the sections in the Housing chapter that covered Residences, Rental Housing, and Affordable Housing. The members agreed that the current order was correct but that some changes to the wording would improve the logical flow of the discussion.

Because of the late hour, Patricia stopped discussion at the Affordable Housing Section. She pointed out how Michael had used change tracking to make suggested changes to the copy-edited text so the editor could review them. For example, Michael had recently found new census data to include in the Housing Chapter which required a change to the text. She suggested the others follow this practice as they review their own assigned chapters.

6. Subdivision – Dean reported that he had sent revised text to the Zoning Administrator and Kevin on Sunday but had not received any comments from them yet. The discussion was postponed till the next meeting.

7. Other

Liz and Dean reminded the others that they will both be away on the first Tuesday in May so there won't be a quorum present.

The meeting was adjourned at 9:30 p.m.

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