



PLANNING COMMISSION MEETING MINUTES OF MARCH 11, 2025

Members: Etienne Hancock, Joshua Goldstein, John Meyer, James Morris, Wally Reeve

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Interim Zoning Administrator; Ron Rodjenski, Consultant

PARTICIPANTS/GUESTS: Jerry Throne, Martin Green, Laura Green, Ron Stancliff, Bob Provost, Tom Cloutier*

CALL TO ORDER

Etienne Hancock called the Planning Commission Meeting to order at 5:00 PM at the Tegu Building.

- 1. Add Agenda Item Discuss Planning/Zoning Administrator job description and process**

APPROVE PRIOR MEETING MINUTES

- 1. Approve minutes 2-11-25**

Motion made by Wally Reeve to approve the minutes of 2/11/2025. Motion seconded by John Meyer. Motion carried. (5/0)

- 2. Approve minutes 2-20-25**

Motion made by John Meyer to approve the minutes of 2/20/2025. Motion seconded by Wally Reeve. Motion carried. (5/0)

NEW BUSINESS

- 1. Organization of Planning Commission post-town meeting:**

Elect Chair

Elect Vice Chair

Motion made by Josh Goldstein to elect Etienne Hancock as Chair of the commission. Motion seconded by John Meyer. Motion carried (5/0).

Motion made by Wally Reeve to elect Josh Goldstein as Vice Chair of the commission. Motion seconded by John Meyer. Motion carried (5/0).

- 2. Discuss Planning/Zoning Administrator job description and process**

Brent informed the committee that a week ago Etienne Hancock of the Planning Commission, Gary Nolan of the DRB, George Cormier of the Selectboard, and Brent Raymond reviewed several job descriptions for planning and zoning positions. Brent met with Etienne H., Gary N., George C., and Don

M. to discuss Brent's decision to incorporate the job into one position, which would address planning and zoning. The town manager aims to finalize the committee quickly and post the job description by March 24th. Commission members are asked to review the job description and send any comments to Brent by mid-next week. Town Manager vs an Ad Hoc hiring committee was discussed. Brent will include Scott Johnstone of the Trustees, Etienne, and John from the Planning Commission, a representative from the DRB, one from the Selectboard, and Brent from Administration, to follow through and be involved in the interview process. The committee's feedback and the hiring process were discussed, with Brent emphasizing the importance of following the statute and providing opportunities for public comment during meetings.

3. Consideration of Rules of Procedure

Etienne reviewed the Morristown Planning Commission's Rules of Procedure with the committee. Discussion ensued regarding compliance with the statutes.

4. Track changes Zoning Bylaw spreadsheet

The committee reviewed the spreadsheet of Zoning Law changes needed for compliance from Ron and legal counsel David Rue. The Commission discussed how to proceed to complete the tasks identified. It was decided to have Ron spend about 4 hours prioritizing and simplifying the spreadsheet. Other more complex or optional changes will be saved for future discussion.

5. Zoning and Subdivision Amendments Update

The Planning Commission discusses updates to zoning and subdivision amendments. Ron highlights issues with public hearing processes for administrative approvals, suggesting a simplified checklist approach. The Commission also addresses the need to update the Sewer Service Management Area (SSMA) map to reflect the village trustees' stance against additional pumping stations. They acknowledge the challenges in mapping older underground infrastructure and plan to work with Morrisville Water and Light to verify and improve the accuracy of utility maps.

The discussion focuses on potential changes to zoning bylaws, particularly regarding architectural repetition and cottage core development.

Ron suggests the PUD (planned unit developments) section needs to align better with state statutes and provide more flexibility. The Commission decided to have Ron draft changes to the (PUDs) section and cottage court development regulations for review at the next meeting.

OLD BUSINESS

None

ADJOURN

Motion made by Wally Reeve to adjourn. Motion seconded by John Meyer. Motion carried. (5/0)

Meeting adjourned at 7:30 pm

Submitted and filed this 3/11/2025

Bonnie McDermott, Scribe

Please note all minutes are in Draft form and are subject to approval at the next Planning Commission meeting.