

**DRAFT**  
**Brandon Planning Commission**  
**February 16, 2015**

**Planning Commission Members Present:** Linda Stewart, Jeff Guevin, Marty Feldman

**Others Present:** Phyllis Aitchison

**Call to Order:**

Jeff Guevin called the meeting to order at 7:08PM.

**Approval of Agenda:**

A motion was made by Linda Stewart and seconded Marty Feldman to approve the agenda. **The motion passed unanimously.**

**Approval of Minutes:**

*. January 20, 2015 Planning Commission Meeting Minutes*

A motion was made by Marty Feldman and seconded by Linda Stewart to approve the minutes of the January 20<sup>th</sup> meeting. **The motion passed unanimously.**

**Old Business:**

*. Town Plan*

*- Status of Housing Section*

Marty Feldman provided a proposed update of the Housing section of the Town Plan. The Planning Commission reviewed the document and made the following changes. Mr. Feldman suggested recommendations be more specific and stated the policy is actually to encourage development and possibly use tax stabilization.

***Changes to the proposed Objectives are as follows:***

- . Preserve and rehab existing homes, especially unique and historic properties*
- . Encourage zoning that promotes infill development*
- . Ensure safe rental housing*
- . Promote cluster development that minimizes consumption of land and allows for conservation of farmlands, forests and open spaces*
- . Encourage energy efficiency through performance standards and incentives for upgrades of existing development*

The Planning Commission agreed with the Background section, with the exception of removing the paragraph concerning the issuance of building permits under the Housing Market section. In reviewing the Recommendations section, it was noted that the Planning Commission has achieved most of the items and this section will be updated. Jeff Guevin will provide a rewrite of the Housing section to the Commission members and will send a copy to the Regional Planning Commission for approval.

*. Incorporation of Healthy Design*

A motion was made by Jeff Guevin and seconded by Linda Stewart to table this item to the next meeting. **The motion passed unanimously.**

*. Town-wide Business Meeting – February 24<sup>th</sup> @ 7PM at the Town Hall*

It was noted the intent of the February 24<sup>th</sup> town-wide business meeting is to get the various groups talking between each other and to assign goals in an effort to move them forward. The groups to be in attendance include the Select Board, Planning Commission, Chamber of Commerce, Main Street Group, DRB, Design Committee, and the Brandon Area Economic Development Commission.

**New Business:**

*. Evaluate Proposal by Robert Black for MPG Facilitation*

A proposal was submitted by Robert Black to the Planning Commission for facilitation services. The proposal included facilitation of the Design Committee's meeting with the Planning Commission to come up with visual guidelines for the zoning. All sections of the Town Plan will need to include information on the new zoning. Jeff Guevin stated the session will likely be 2 hours for the Design Committee meeting, plus prep work and the Transportation Day could be around 4 hours. It was noted the Planning Commission has the authorization to approve the proposal and forward to the Select Board for invoice signatures.

A motion was made by Linda Stewart and seconded by Marty Feldman to approve the proposal by Robert Black for facilitation services. **The motion passed unanimously.**

Jeff Guevin stated the Planning Commission needs to start thinking about what to do beyond the Segment 6 project. The Transportation Day outlined in the proposal relates to the Town Plan. There will need to be transportation goals developed. It was suggested a potential goal for the Transportation section could be a capital budget for maintenance.

*. Discuss Chamber Meeting Outcomes*

Jeff Guevin reported Marty Feldman and he attended the recent Chamber of Commerce meeting. Marty Feldman will be meeting with Carl Fjeld to discuss his concerns.

*. Discuss Natural Resources Section*

It was thought the Background information is good in the Natural Resources section of the Town Plan, but there needs to be a focus on policies, objectives and actions items.

*- Incorporating Act 142/Working Lands*

Jeff Guevin provided information on Act 142, a Vermont legislation that has passed that relates to preserving Vermont lands. Mr. Guevin would like to incorporate information relating to this legislation in the Town Plan. Mr. Guevin stated the findings are interesting and the idea is that economic development is not a focus of just large commercial companies, but that many people make their living from the land. There is information on how policies can be enacted to help preserve those businesses. It was noted the scenic section is also tied into tourism. It was questioned how Act 142 will affect the Brandon area and it was noted that Brandon has a lot of forestry, farming, sugaring and tourism.

***- Evaluate Proposal by Jim Donovan (Broadreach) for Facilitation Services***

The Planning Commission received a proposal from Jim Donovan of Broadreach for facilitation services relating to the Natural Resources section of the Town Plan. Funding for Mr. Donovan's proposal would be part of the MPG grant. The proposal provided an hourly rate, plus travel and material expenses. Mr. Guevin stated this would likely be a 2-hour meeting. It was recommended to include a not-to-exceed clause of \$500.00.

A motion was made by Marty Feldman and seconded by Linda Stewart to approve Jim Donovan's proposal for facilitation services with a not-to-exceed clause of \$500.00. **The motion passed unanimously.**

This proposal will be forwarded to the Select Board for invoice signatures.

**Other Business as Needed:**

Jeff Guevin stated the Brandon Fire Department is encouraging people to contact Montpelier to express concern about the dispatch center issue.

Jeff Guevin stated there are individuals who will assist the Planning Commission with facilitation about the Working Lands Act. The Planning Commission may want to consider the services for specific zoning language for working lands.

Linda Stewart suggested the addition of information relating to Food Insecure in the Town Plan. It was noted there needs to be an emphasis that the town has a food shelf, senior meals, meals for children at school and meals at the Boys' and Girls' Club. The town needs to recognize the problem and develop a town policy to support those groups. Linda Stewart will compile a list of the groups that are providing assistance for the Planning Commission's review. It was noted this subject could be included in Town Services in the Objective section or Action Steps section. Ms. Stewart stated there was a question of where this fits in a Town Plan and whether it is a responsibility of the Planning Commission or a part of planning. It is thought that planning has a small role in addressing this subject and there are some areas that it can be included in the Town Plan.

**Executive Session – 1V.S.A. 313(a)(1) (If Required):**

There is no executive session held.

**Next Meetings:**

Tuesday, February 24<sup>th</sup> – Town-wide Business Meeting

**Adjournment:**

A motion was made by Linda Stewart and seconded by Marty Feldman to adjourn the Planning Commission meeting at 8:22PM. **The motion passed unanimously.**

Respectfully Submitted,

Charlene Bryant  
Recording Secretary