

DRAFT
Brandon Planning Commission
April 6, 2015

Planning Commission Members Present: Jeff Guevin, Marty Feldman, Tracy Wyman

Others Present: Phyllis Aitchison

Call to Order:

Jeff Guevin called the meeting to order at 7:05PM.

Approval of Agenda:

A motion was made by Jeff Guevin and seconded by Tracy Wyman to approve the agenda as amended. **The motion passed unanimously.**

Addition under New Business for discussion of Notice of Discontinuance, Laying Out & Alternation of Roads document.

Approval of Minutes:

. March 16, 2015 Planning Commission Meeting Minutes

A motion was made by Tracy Wyman and seconded by Marty Feldman to approve the minutes of the March 16th meeting, as amended. **The motion passed unanimously.**

A correction to Marty Feldman's name in the motion to approve the February 24, 2015 meeting minutes.

New Business:

. Zoning Administrator Update

Jeff Guevin reported he met with Anna Scheck to talk about the expectations of the Planning Commission. Anna Scheck will be providing a spreadsheet of all permits that are submitted and issued to keep the Planning Commission updated. Ms. Scheck will be working two hours per week as the Zoning Administrator to keep the permits moving forward until the bookkeeper position is filled.

. Notice of Discontinuance, Laying Out & Alternation of Roads

The Select Board provided a notice of discontinuance for a portion of Old Brandon Road, formerly known as Daley Road and to throw up and discontinue that portion of Town Highway #44 located between its intersection with Town Highway #42 (Carver Street) and Town Highway #43 (Nickerson Road). The Planning Commission reviewed the notice. No action was taken.

Old Business:

. Review and Revise Town Plan

A Municipal Plan Approval Checklist was received from the Regional Planning Commission to assist the Planning Commission in the revision of the Town Plan.

Jeff Guevin provided the Commission a draft of the Town Plan revisions that have been done that included Marty Feldman's Housing section and Kevin Thornton's history information. The update does not include the information from

Ed Bove. Mr. Guevin advised there is a change in the wording throughout the document from objectives to policies, with all sections having goals, policies and action steps. A Planning and Property Rights section has been added. The Plan does not include Mr. Feldman's suggestion on how planning affects public property. Mr. Guevin will add that information after the Planning and Property Rights section. The Vision section will be revisited, with the first sentence to be changed and the inclusion of information on areas outside the downtown area to be added. Mr. Guevin suggested Committee members provide suggestions for this section. Mr. Guevin advised the statement regarding Statutory Authority has been added back into the Town Plan as this will allow an explanation why the sections are needed. The members were in agreement with including this information.

It was noted that the Brandon Free Public Library and Brandon Senior Citizens, Inc. are not public facilities, but do fall under the category of public services. It was decided to change the section name to Community Facilities and Public Utilities Plan. The policies will need to be revised for this section. The Police and Fire Protection sections will also require updating. New statistics will be obtained from the departments.

In the Energy section, there is an analysis of energy resources, needs, scarcities, costs and problems within the municipality. Mr. Guevin will develop information for this section. Under Title 24, there is information on what towns should be having for goals. Under Background in the Energy section, it was recommended to remove the Table of Energy Consumption in the State of Vermont for 2005. Under Commercial Energy Use (Transportation), Jeff Guevin will update the table: Brandon Residents Commuting to Work.

Marty Feldman will review the Housing section to assure that it meets the requirements. Jeff Guevin will also review the Energy section to assure that it is compliant.

Jeff Guevin will discuss the Child Care section with Ed Bove and will work on rewriting that section.

Marty Feldman volunteered to work on rewriting the Recreation section.

Jeff Guevin volunteered to work on the Historical/Cultural Information section.

It was suggested that the Economic Development section could focus on helping existing business promote business, in addition to filling existing vacant buildings. Phyllis Aitchison, Tracy Wyman and Marty Feldman volunteered to work on updating the Economic Development Section. Ms. Aitchison will work on the Action Steps for Economic Development.

. Discuss Natural Resources

Jeff Guevin stated this section had been written by Ethan Swift, plus an addition of a Flood Resilience section. Tracy Wyman discussed this section with Ethan Swift and Mr. Swift has agreed to work with Mr. Wyman in updating this section. It was suggested to condense and consolidate the action steps under the Natural Resources section. Mr. Guevin advised that as part of the MPG grant, Jim Donovan will be assisting with a Natural Resources Day. It was noted the Natural Resources Day could be a moderated discussion of sharing private natural resources. It was recommended to bring together the various groups who participate in outdoor activities such as hunting, hiking, biking, etc. and combine recreation and tourism in the discussion. Mr. Guevin advised that with the grant, there is potential for sending letters to individual landowners to encourage participation in the event. Mr. Guevin will have a conversation with Mr. Donovan concerning the Natural Resources event. Mr. Guevin also advised a Transportation Day and Professionals Meeting will be done by Robert Black. The Transportation section will be discussed at the next meeting and a date for the Transportation Day will be discussed at that time.

Other Business as Needed:

There was no discussion held.

Next Meetings:

Monday, April 20th – Regular Planning Commission Meeting

Brandon Planning Commission Meeting
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Adjournment:

A motion was made by Marty Feldman and seconded Tracy Wyman to adjourn the Planning Commission meeting at 8:50PM. **The motion passed unanimously.**

Respectfully Submitted,

Charlene Bryant
Recording Secretary