

## Town of Wallingford, VT

Planning Commission (P.C.) Special Meeting Minutes  
November 13, 2017 Town Offices, 75 School St.

**Members Present:** Erika Berner (Chair), J. Biasuzzi (serving as ZA & recorder), Justin Jankus Jill Burkett  
**Member Absent:** Kevin Mullin

**Others Present:** Elysa Smigielski (Planner, Rutland Regional Planning Commission -RRPC), refer to attendance roster (addendum1)

Meeting was called to order by E. Berner at 7:00 p.m. and was electronically recorded. The PC Members introduced themselves to those in attendance.

### Review of Agenda

E. Berner requested a Motion to amend the meeting Agenda, removing the McMahonon report on the Zoning Forum and adding selection of an Interim Zoning Administrator. J. Burkett Moved to approve the amended Agenda; J. Jankus seconded; all approved and Motion passed..

Approval of the 10/25/2017 Meeting Minutes was postponed to the next Meeting.

E. Smigielski, RRPC Planner, opened discussion with her efforts on updating the Town Plan since the October 25, 2017 Special Working Meeting:

- a. She has recalculated the Survey Monkey results regarding Action Items.
- b. Under the **Economic Development** Chapter/element; remove specifying specific action items as a new business to attract to the Town (example: a Bicycle Shop)..
- c. Address any changes in the Zoning Districts.
- d. The draft of the **Recreation** Chapter/Element is done.

E. Berner noted that various Town Committees (Energy, Natural Resources & Conservation, Recreation) were scheduled to meet in November, and their input should be anticipated in December. E. Smigielski noted that she did not favor use of this input as Appendixes in a Town Plan; especially if the information could be easily researched on-line.

- e. In the **Land Use** Chapter/element specific sections still have to be addressed (example: forest blocks).
- f. The **Natural Resources** Chapter/element needs specific areas identified (example: Ice Beds/White Rocks, Elfin Lake, Wallingford Pond, Otter Creek).

E. Smigielski noted that there should be a vision statement in the Plan for Natural Resources. This may include recent discussion and concerns at the Regional and State levels on the issue of River Corridors.

- g. The listing **Utilities** services and an Utility Chapter/element needs to be completed.
- h. The **Community Facilities** Chapter also needs to be completed (i.e. Fire & Rescue, Schools, Sewer & Water).
- i. For the **Housing** Chapter/element, J. Jankus suggested using Neighborhood Works (located in W. Rutland) as a source of applicable Housing information.
- j. There was also discussion on including a **Health & Welfare** Chapter, to discuss the Town's services (Example:

Next on the Agenda, E. Berner opened the floor to Public comment; which was minimal.

J. Biasuzzi, as Zoning Administrator, opened discussion 2018-2019 Budget, asking the PC members what funding they would like to request. The members felt that allocation for additional training was the most important, especially in light of continuing regulation requirements by the State. In keeping with the past couple of years, funding should include two to three members attending the VLCT semi-annual Zoning & Planning Forums, the VT Municipal Day, and seminars or webinars on specific topics (example: Alternative Energy permitting; River Corridors, Economic Development).

The PC discussed the Select Board request to assign an Interim Zoning Administrator whenever the acting ZA may have a conflict of interest. J. Jankus offered to sit in as Interim ZA, providing he would also have the support of the Town Clerk &/or Administrator with processing the required Notices, etc. The Development Review Board is to draft their own Decision following any Public Hearing on an application.

The next meeting of the PC was set for Wednesday December 13, 2017, at 7:00 pm at Town Office. This atypical Wednesday date was necessary to accommodate the attendee's schedule.

E. Berner requested a Motion to close the Meeting. J. Burkett made the Motion to end the meeting; J. Jankus seconded; all approved and the Meeting adjourned at 8:05 pm.

Respectfully submitted by

Jeffrey Biasuzzi

Approved: 12/13/17