

## Town of Wallingford, VT

### Special Planning Commission (P.C.) Meeting Minutes

December 13, 2017 7:00 pm Town Office, 75 Main St. Wallingford Village

**Members Present:** Erika Berner (Chair), Jill Burkett, Justin Jankus **Member Absent:** Kevin Mullin

**Others Present:** Elysa Smigielski (Planner, Rutland Regional Planning Commission), J. Biasuzzi (Recorder), Lynn Edmunds, Joyce Barbreri

Meeting was called to order by E. Berner at 7:05 p.m. and was partially electronically recorded, due to recording device memory limitation.

#### Review of Agenda

The meeting's (draft) agenda was reviewed. J. Jankus made a **Motion** to amend agenda by adding discussion regarding PC disclosure & transparency. J. Burkett Moved to accept the amended Agenda. J. Jankus seconded,, all approved, and Motion passed.

The review and adoption of the Minutes of 10/25/17 and 11/13/17 with a minor correction to an action item time line. Correction was noted on the Minutes. J. Jankus Moved to approve both Minutes with correction; J. Burkett seconded; and both Meeting's Minutes were approved.

#### Discussion of Town Plan:

E. Smigielski, a Town Plan Specialist from RRPC, opened with a time schedule for the Town Plan's adoption. After checking their personal schedules, the panel decided that the PC should initiate the 30 day notice process to abutting Towns, the RRPC, and VT 's Department of Housing & Community Development, with copies to the Wallingford Select Board, by Jan. 18, 2018. The notice is to include the PC report, the draft /amended Town Plan, and Notice of time & place for the one PC Public Hearing required. The PC Public Hearing is to be scheduled for Monday Feb. 12, 2018, at 6:30 pm , at Town Offices, 75 School St. Wallingford Village. If no significant changes to the Plan result from this Hearing, the PC will then send the draft to the Select Board in time for it to warn for its required Public Hearing on Tuesday, March 20, 2018, at 6:30 pm at Town Offices.

E. Smigielski will be responsible for processing the statutory adoption notices; as part of the RRPC's assignment, and covered under the Planning Grant's budget.

E. Smigielski then noted progress on elements to the draft plan requiring further composition. The Natural Resource Map needs completion, and language addressing Forest Blocks need to be included.

An optional element addressing the Community's Health & Wellness may be added. E. Smigielski asked the PC to scrutinize the Community Facilities list for any thing missing.

RRPC has yet to review the Transportation section of the Plan.

J. Biasuzzi asked if the Plan should include a "Checklist" to track implementation of the action items. Elyse offered to draft a chart to note implementation progress.

**Public Input:**

E. Berner opened the Floor to Public Comments. J. Barbieri asked about Rutland County's Rural Development Program which recently announced that Wallingford was ranked towards the top of its list for program benefits in the New Year. A RCRD representative is scheduled to discuss with the Select Board early in 2018.

J. Barbieri asked when the draft Town Plan will be available to the Public. As soon as a complete draft has been approved by the PC, the Plan will be available at the Town Office, Library, and on the Town's website. This is anticipated to be by mid-January 2018.

**Other Business:**

Discussion opened on the transparency of the Planning and Zoning process. This may be a result of the recent application to the DRB for a conditional use permit for a self storage facility, which was withdrawn by the Developer prior to a Public Hearing. J. Biasuzzi offered details on the unusual circumstances required to process this permit. He noted that there was disclosure of the ZA's conflict with processing the application early and often; that the Town had sought and followed legal advice; and that the proposed project was properly warned.

The next regular meeting of the PC was scheduled for Monday Jan. 8, 2018, at 7:00 pm , at Town Offices, 75 School Street.

**Adjournment:**

J. Burket made a **Motion** to close the Meeting; J. Jankus seconded; all approved and the Meeting adjourned at 8:20 pm.

Submitted by: J. M. Biasuzzi

Approved: 1/8/2018