

TOWN OF WOODBURY PLANNING COMMISSION

October 12, 2021, Meeting Minutes

Planning Commission Members Present: VIA Zoom: Thomas “Skip” Lindsay-Chair; Jim Schweithelm, Ph.D.; In-Person in the Activity Room at the Woodbury Library: Dave Barnowski, Michael Gray

Members of the Public Present: Via Zoom: Clare Rock-Central Vermont Regional Planning Commission (CVRPC); Laura Murphy; In-Person in the Activity Room at the Woodbury Library: Diana Peduzzi

The meeting was called to order at 6:01P.M.

Adjustments to the Agenda: None

Public Comment: None

DISCUSSION-CHECKLIST FOR MUNICIPAL PLAN ADOPTION

- **Planning Commission Stage**

Adoption of the Town Plan requires the Planning Commission to follow the “Checklist for Municipal Plan Adoption” contained in the Department of Housing and Community Development’s Municipal Planning Manual-Module 1.

<https://www.woodburyvt.org/wp-content/uploads/2021/10/DHCD-Planning-Manual-Module1.pdf>

The draft Plan was distributed to planning commission chair persons of abutting towns and other entities as specified in the checklist. Additionally, posting the notice of a public hearing is required in a “news paper of general publication in the municipality affected” The notice was published in a timely fashion in the Hardwick Gazette on September 29, 2021. However, as the Hardwick Gazette is now an on-line publication, the commissioners believed that persons without internet access could not see the notice. The commissioners unanimously agreed to a motion introduced by Skip to hold an additional public meeting in November and place the meeting notice advertisement in the “World” and “Seven Days”; both free to the public and paper publications.

- **Select Board Stage**

Again, Adoption of the Town Plan requires the Select Board to follow the “Checklist for Municipal Plan Adoption” contained in the Department of Housing

and Community Development's Municipal Planning Manual-Module 1.
<https://www.woodburyvt.org/wp-content/uploads/2021/10/DHCD-Planning-Manual-Module1.pdf>

Skip offered to create an approval activity calendar for the Select Board detailing critical dates and activities used for the approval process.

DISCUSSION-OCTOBER 18 PUBLIC MEETING

The commissioners discussed the structure for the October 18 public meeting. The commissioners will take comments from those members of the public present. Paper copies of the plan will be on-hand and the plan will be projected for all to view.

A project timeline will be available as well.

The meeting adjourned at 7:00 P.M.