

TOWN OF WOODBURY

PLANNING COMMISSION MEETING MINUTES

DATE: July 19, 2021

Planning Commission Members Present:

Dave Barnowski, Michael Gray, Thomas “Skip” Lindsay-Chair, Jayne Nold-Laurendeau, Michael Sadler, Jim Schweithelm, Ph.D.

Planning Commission Technical Support: Anna Lee

Planning Commission Contractor: Clare Rock-Central Vermont Regional Planning Commission

Members of the Public Present: Diana Peduzzi

Skip called the meeting to order at 6:03 P.M.

Adjustments to the Agenda: Jim asked for a review of the Town Plan project timeline to be certain the project remains on track.

Public Comment: Diana noted that she’s impressed with the planning commission’s progress and ongoing commitment to the town plan project.

Town Plan Project Timeline:

Skip distributed the project Gantt¹ chart for the group’s review. Important near-term dates include:

- August 16, 2021: Regularly scheduled Planning Commission Meeting
 - Draft Implementation Plan and Town Plan chapters review.
- August 28, 2021: Public Engagement--In-person at the Town Hall
 - Town Plan document review and land use scenarios.
- September 17, 2021: Draft Town Plan Complete
 - Plan mailed to surrounding Towns, Vermont Department of Housing and Community Development, and the Central Vermont Regional Planning Commission.

Here’s the complete timeline document as posted on the Town web site:

<https://www.woodburyvt.org/wp-content/uploads/2021/07/Town-Plan-Gantt-Chart-and-Notes.pdf>

¹ A **Gantt chart** is a type of [bar chart](#) that illustrates a [project schedule](#), named after its inventor, [Henry Gantt](#) (1861–1919)

Vermont Act 171² Document Development Update:

(Background: Act 171 requires that Town Plans include information on future land use which identifies state, regional or locally significant forest blocks and habitat connectors. The Woodbury Conservation Commission offered to craft a document that assesses what natural resources are present in Woodbury, their condition, and trends, including opportunities and threats affecting them.)

The assessment document was reviewed by the group and was well regarded by all. This document and information gleaned from the “Community Values Mapping” session held on February 17, 2021, will be used to identify community goals and policies and create a future land use map. Here’s the hyperlink to the assessment document:

<https://www.woodburyvt.org/wp-content/uploads/2021/07/Act-171-Forest-Blocks-and-Connectivity.docx>

Many thanks to the Conservation Commission for their continuing support of Woodbury’s planning initiative.

Town Plan Draft Implementation Program Document Review:

The Commissioners reviewed and discussed components of this document, originally produced by Jim S., and subsequently revised and edited by Jim, Clare Rock and Skip during a Zoom meeting on July 14, 2021. Here’s one example of the revised draft of the Implementation Program.

Natural Setting				
Goal: Protect and conserve Woodbury’s forests, lakes, ponds, and wetlands to maintain and improve ecological functions, recreational opportunities, and scenic values.				
Objective	Action	Responsible Party	Timeframe	Possible Partners
Objective 1: Maintain and improve ecological integrity of forest blocks and the habitat connectors between them by minimizing fragmentation and improving management.	Include measures: revised zoning ordinance to protect forest blocks and habitat connectors from fragmentation and degradation.			

The Commissioners completed their document review. Jim S. volunteered to complete another edit of the document. Subsequently, Michael G. and Skip will add information to the Responsible Party, Timeframe, and Possible Partners columns. The revised document will be reviewed by the Commissioners during the August 16, 2021 meeting.

² https://anr.vermont.gov/Planning/Forest_Blocks_And_Habitat_Connectors

Town Plan Draft Chapters Review/Discussion:

Natural Setting: Here's the hyper link to the DRAFT Natural Setting Chapter:

<https://www.woodburyvt.org/wp-content/uploads/2021/07/draft-Natural-Setting-chapter-07042021.docx>

In the ensuing discussion the Commissioners viewed the document as well written. The Commissioners and team offered these suggestions to improve its content:

- Must include West Woodbury as a distinct entity in both the Natural Setting and Future Land Use chapters.
- Add Forest Blocks and Habitat Connectors definitions.
- Add an Agency of Natural Resource map and atlas readout.
- Revisit lakes and wetlands component to ensure the accuracy of identified bodies of water.
- Revisit the groundwater section and ensure accuracy of springs vs well heads that service the elementary school and village.
- Be consistent in identifying Sabin Pond/Woodbury Lake. Use one name only throughout the Plan.
- Add the "Woodbury Range" to the Scenic Areas section of the document.
- Add "snowshoeing" to the Outdoor Recreation section of the document.

Land Use Concepts: Here's the hyper-link to the DRAFT Future Land Use Concepts Chapter:

<https://www.woodburyvt.org/wp-content/uploads/2021/07/draft-Future-land-use-concepts.pdf>

The Commissioners reviewed the document and maps and again viewed the text as well written. However, the maps do need work. The Future Land Use Concepts serves as a guide for future growth and land use changes in Woodbury. The document contains three distinct conceptual visions for future land use in Woodbury.

- Scenario "A": Most like Woodbury's current land use plan.
- Scenario "B": Adds a "Water District" to the proposed land use plan.
- Scenario "C": Adds a Village Neighborhood District and supplements information in the Woodbury Village District and South Woodbury Village District.

The Commissioners and team noted that Scenario "C" could be used as the basis for a future zoning map.

Again, the Commissioners reiterated that West Woodbury must be included in this document as well.

Michael Sadler took the responsibility to improve/edit the Future Land Use maps by identifying the future use districts in a more well-defined manner.

Second Homeowner Survey:

Clare reported that the survey was completed by 39 second homeowners with the majority of responses from those whose property is on a lake or pond. Here is a sampling of the responses:

- Most respondents use their second home between the Spring and Fall months.
- Working remotely from the second home the respondents noted that:
 - 3% work most of the time from their second home
 - 18.18% work regularly from their second home
 - 30.30% work occasionally from their second home
 - 48.48% never work from their second home
- Changes to the use of second homes question produced these responses:
 - 30.30% plan to stay in Woodbury more often.
 - 15.15% plan to retire to Woodbury.
 - 39.39% see no change in usage.
 - 33.33% plan to pass the property on to the next generation

The complete document may be found on the Town web site:

<https://www.woodburyvt.org/wp-content/uploads/2021/07/Second-Homeowner-Survey-results-07192021.pdf>

Anna Lee volunteered to convert the survey's raw .pdf data to a software program, Tableau Public, which will create interactive charts and graphs. Note that Anna created the Town Wide Survey Tableau document posted on the Woodbury web site as well.

Here's the hyperlink to the Town Wide Survey:

<https://www.woodburyvt.org/wp-content/uploads/2021/07/Woodbury-Planning-Commission-Town-Wide-Survey-1.pdf>

Skip introduced a motion to adjourn at 8:49 P.M. The motion was seconded by Dave B. and carried unanimously.