

TOWN OF WOODBURY PLANNING COMMISSION

March 21, 2022, Meeting Minutes

Planning Commission Members Present: Dave Barnowski; Michael Gray; Thomas “Skip” Lindsay; Jayne Nold-Laurendeau

Town Officials Present: Chris Koteas-Select Board Member

Members of the Public Present: No members of the public were present.

The meeting was called to order at 6:06 P.M.

Planning Commission Governance:

After some discussion, a motion was introduced to select Michael Gray as Chair of the Planning Commission. The motion was seconded and unanimously approved.

In another action, a motion was introduced to select Jim Schweithelm as Vice-Chair of the Planning Commission. The motion was seconded and unanimously approved.

Municipal Planning Grant Closeout Discussion:

Skip briefed the commissioners noting closeout of the 2021 Department of Housing Community Development (DHCD) 2021 Municipal Planning Grant is nearly complete. The remaining items include summarizing Central Vermont Regional Planning Commission (CVRPC) invoices and a true-up of requisitions vs invoices.

Town Plan Approval Update:

Skip presented a DHCD checklist that assists planning commissions and select boards through the statutorily required processes related to town plan adoption. The planning commission portion of the checklist was completed on December 27, 2021; Submit the Plan to the select board and Town Clerk. 24 V.S.A §4384(f)

Skip noted that at their March 14, 2022 meeting, the select board indicated they had no changes to the town plan. At that same meeting, the select board adopted a resolution to hold a public hearing on the plan pursuant to 24 V.S.A §4385(a). The select board discussed when to hold the hearing and they chose Saturday, April 16, 2022, in hopes of drawing more members of the public to the meeting.

The meeting will be warned in accordance with 24 V.S.A. §4385(a) and §§4444(a)(b)(2).

Chris noted the checklist indicates in part, “Adoption of the Plan is accomplished either by a vote of a majority of the select board at a meeting held after the public hearing” 24 V.S.A. §4385(c). Chris asked when that meeting could take place and if the meeting had to be designated as a “special meeting”? A discussion ensued and no one had a

definitive answer. Skip will contact the CVRPC to seek their interpretation of the statute and report back to Chris, other members of the select board, and the commissioners.

Near Term Tasks:

The commissioners continued their discussions relative to applying for village center designation, ARPA funding request(s), and rewrite of the 1973 Woodbury Zoning Ordinance.

The commissioners noted that an adopted town plan is imperative in applying for village center designation, Zoning Ordinance rewrite, and ARPA funding.

Adjourn:

At 7:30 PM Skip introduced a motion to adjourn. The motion was seconded and unanimously approved.