

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Municipal Plan Review Committee
Draft Minutes

January 20, 2022 at 4:00pm
Via in person & Zoom Software

Committee Members:

X	Bill Arrand, Worcester
X	Peter Carbee, Washington
X	Ron Krauth, Middlesex Commissioner
X	Joyce Manchester, Moretown Alternate Commissioner
X	Jan Ohlsson, Calais Alternate Commissioner

Municipal Representatives: None

Other: none

Staff: Clare Rock, Blaine Hoskins

CALL TO ORDER

Everyone introduced themselves. B. Arrand called the meeting to order at 4:02pm.

CHANGES TO THE AGENDA

No changes to agenda.

PUBLIC COMMENTS

No public comments.

ELECTION OF OFFICERS

Election on Chair and Vice Chair for 2022. Current Chair is B. Arrand and current Vice Chair is J. Manchester.

P Carbee moved to nominate the current Chair and Vice Chair to remain in their posts, seconded by R. Krauth. All in favor. Motion carried.

**PUBLIC HEARING: APPROVAL OF THE 2020 AMENDMENT 2016 CALAIS TOWN PLAN AND
CONFIRMATION OF THE LOCAL PLANNING PROCESS**

B. Arrand opened the hearing. He gave a brief summary of the changes that Calais wants to make to the town plan. J. Ohlsson, of Calais, gave a more in depth explanation of the additions to the plan and that Calais was making them in order to obtain Village Center Designation for North Calais. The Natural Resources section was updated with Act 171 specific language to address forest blocks and habitat connectors.

After this amendment, the Calais Town Plan will be fully updated and retain its with the original expiration date of 2023.

Clare Rock states that CVRPC has reviewed the plan changes, gave comments, and that staff approves of

the plans additions as the plan meets the requirements. She also wants clarification on how any future amendments to town plans will be dealt with by the MPRC, as this is the first amendment to be brought before them. The board can reconfirm and reapprove the amended plan, but the plan would still expire in 2023. The original approval of the plan will not change based on the ruling of the amendment. This will set president for future cases.

J. Manchester states that nothing from the original plan is being changed or undone, just added to. Future town plan amendments will be accepted on a case by case basis.

Public hearing closes at 4:19pm

RECOMMENDATIONS TO THE CVRPC BOARD OF COMMISSIONERS:

a. CONFIRMATION OF THE TOWN OF CALAIS MUNICIPAL PLANNING PROCESS

P. Carbee moved to confirm the Town of Calais municipal planning process and R. Krauth seconded. J. Ohlsson abstains from voting. All in favor. Motion carried.

b. APPROVAL OF THE 2020 AMENDMENT TO THE 2016 CALAIS TOWN PLAN

J. Manchester moved to approve the 2020 amendment to the 2016 Calais Town Plan. Peter seconds. J. Ohlsson abstained from voting. All in favor. Motion carried.

REVIEW DRAFT MUNICIPAL PLAN APPROVAL PROCEDURE

Clare Rock provided an overview of how CVRPC would like to change the municipal plan approval procedure/guidance. The change would be for municipalities to have clearer guidelines and requirements for submitting request for plan approvals and confirmations to CVRPC. Past requests have been very informal. Consistent guidelines would help communities know what to expect from the process. Example: Energy compliance requests requires municipalities to fill out the checklist instead of CVRPC. Would like to have this stand for all plan requests.

J. Manchester asked who in the municipality would be responsible for doing this work and signing off on it. It was decided that the select boards would have the responsibility. Following the checklist at the plan creation stage would also help municipalities understand what was required in the plan throughout the whole process.

Regarding point A. in the packet (*A summary of the municipality's funding over the prior five years dedicated to municipal and regional planning purposes; (as per 24 VSA §4350 (a)(3))*) J. Ohlsson stated that many small towns do not have a planning budget. Clare Rock clarified that paying dues to CVRPC would qualify. Sharing how municipalities use funds for planning would be beneficial. Clarification on how CVRPC dues are used. J. Ohlsson suggested to keep point A on the checklist but have no limit on what the 5-year budget was.

Committee was supportive of this change in procedure but wording needs to be worked on. Staff shall update the guidance documents and share with the committee for review at the next meeting.

ADJOURNMENT

B. Arrand made motion to adjourn and J. Ohlsson seconded. All in favor. Motion carries.

Meeting adjourned at 4:54pm.