



**Minutes for Town of Pawlet Planning Commission  
Pawlet Town Office  
Pawlet, VT  
Monday, May 25, 2015  
7:30 p.m.**

**Members in Attendance:**

**Wayne Clarke  
Paul Elsholz  
Lenny Gibson  
Eric Mach  
Fred Stone**

**Members Absent:**

**Gary Baierlein  
Harry Van Meter**

**Others in Attendance:**

**Barbara Noyes Pulling, Rutland Regional Planning Commission  
Elizabeth Gibson, Pawlet**

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Eric called the meeting to order at 7:45 p.m. Lenny displayed the meeting agenda to the group for approval.

**Item 1: Approval of April Meeting Minutes**

Eric suggested that the minutes of the April 27, 2015 state that he had nominated Harry as Vice Chair and that Harry had declined and that Fred Stone had then nominated Gary Baierlein, who had not been present at the meeting. (It was noted that Gary has since declined that position and decided that the Vice Chair would be appointed at the June meeting.) Fred moved to accept minutes as corrected, Wayne seconded, passed.

**Item 2. Audience**

Elizabeth Gibson representing the Pawlet Energy Group recommended that Barbara Noyes-Pulling work with the outline of the energy section that the Pawlet Planning Commission had reviewed some months ago for the draft Town Plan. Elizabeth will forward that outline to Barbara and will coordinate with her on that section of the Town Plan.

**Item 3. Zoning Administrator Report**

Wayne took over as Chair while Eric, as Zoning Administrator, reported that he had received three applications this past month: one for a garage and breezeway, another for a deck, and a third for a lean-to off of a garage. He also discussed the new zoning permit fees, which were updated recently and approved by the Select Board. The new fees will take effect on July 1. Elizabeth noted that this means that the form "Application for Zoning Permit" will need to be updated to reflect the new fees. Eric had only a paper copy of that form; Elizabeth will see if Deb Hawkins knows the whereabouts of the digital version.

#### **Item 4. 2013 Subdivision Regulations**

Lenny noted some errors in the recently adopted Subdivision Regulations that should be corrected, including references to sections that are missing and other inconsistencies. This is creating problems for the Development Review Board as it meets to review the Mach's Market project in the Pawlet Village Center. The group agreed that some kind of "technical adjustment" should be made to fix the problems. Barbara said that she would ask Ed Bove at the Rutland Regional Planning Commission how these errors could be remedied. Lenny said that he would try to go through the regulations as well.

#### **Item 5. Pawlet Town Plan**

*Elements Required for Municipal Plan Adoption 2014 (T. 24, Ch. 117, §4382):* Specific elements were discussed, including land use plan and map (Eric suggested we refer to maps and subdivision bylaws), flood resilience section (this is new), economic development, and others. There was some discussion about how we would organize these various required elements and make the necessary connections.

Lenny recommended that we use the 2005 Town Plan as the template for this iteration. The demographics in the 2005 version could be updated for the economic development section, for instance. In fact, most sections can be updated from the 2005 Town Plan and there are only a few new elements. The new elements are:

- Recommendations for implementation (should be last section to be written),
- Economic development, and
- Flood resilience.

Current census data can be used for the economic development section.

There was inconclusive discussion as to which version of the Town Plan we should use as our working template: 2005 versus 2010. Lenny said that most of the material was already in the 2005 version and urged the group not to "reinvent the wheel."

Regarding the flood resilience section, Lenny had forwarded everybody the sample flood resilience section compiled by Barbara Noyes-Pulling, a generic template that needs to be modified to reflect Pawlet's local considerations. Wayne had meanwhile drafted his version of this section, and he distributed print copies at the meeting. He said he would follow up with a digital copy via email.

#### **Item 6. Town Plan Schedule and Village Center Designation Schedule**

Barbara explained that the village center designation process also must be done later this year, in addition to the Town Plan. The current Town Plan expires November 17, 2015, and the current village center designation for Pawlet expires in September, with a 3-month grace period. (Note that there is no grace period for the Town Plan.) The original schedule for the town plan called for a complete draft by July 1, because of the approval process that must be completed by the November 17 deadline. The Town Plan must be done first, as required for Village Center designation approval by the Rutland Regional Planning Commission. There must be language in the Town Plan that refers to Village Center designation.

**Item 7: Working Meeting and Agenda for June 15**

Eric suggested a special working meeting be held on June 15, which would be a public meeting. He will ask Deb Hawkins to warn it. The following elements of the Town Plan will be covered:

- Flood resilience, Wayne
- Energy, Elizabeth and Barbara
- Agricultural, Fred
- Economic Development, Eric
- Transportation, Gary and Keith Mason
- Education/childcare, Barbara
- Housing
- Recommended program for implementation of the objectives, Wayne
- How the plan related to development trends and plans for adjacent municipalities, areas, and the Region, Wayne

**Item 8. Set Agenda for Next Monthly Meeting – June 22, 2015.**

Approve agenda with any changes; approve minutes of May meeting; zoning administrator report; elect Vice Chair; ongoing review of Town Plan, based on results from June 15 meeting.

Fred moved to adjourn at 9:30 p.m., Wayne seconded, meeting adjourned.

Respectfully submitted by Elizabeth Gibson, Acting Clerk