

**DRAFT**

**ADDISON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE BOARD MEETING**

April 27, 2005

The Addison County Regional Planning Commission's Executive Board meeting was held at the regional planning commission's office in Middlebury with Don Shall presiding.

**ROLL CALL**

*Bristol*            Bill Sayre  
*Cornwall*  
*Middlebury*  
*Monkton*        Thea Gaudette  
*Orwell*            Andrea Ochs  
*Vergennes*  
*Waltham*        Tom Yager

**STAFF**

Adam Lougee, Director

**BUSINESS MEETING**

The Executive Board convened its regular meeting at 7:15 p.m.

**APPROVAL OF MINUTES**

The Executive Board reviewed the minutes of their last meeting. **Thea moved to approve the minutes. Andrea seconded the motion. All approved.**

**TREASURER'S REPORT**

The Board reviewed the treasurer's report. Adam noted that cash in our accounts are in a good position. To date, the Commission has collected approximately 85% of its projected revenue and it has spent approximately 70% of its expenses. Adam noted that the collectables were unusually high and that he would work to collect all the bills he could before the Annual Meeting. Andrea **moved to accept the report, Bill seconded the motion and all approved.**

**COMMITTEE REPORTS**

Local Government Committee: The Committee will hold a meeting reviewing Pantons town plan on May 5, 2005 at 7:30p.m.

ACT250/248:

**New Applications:**

We have received two new applications and one notice of a minor hearing since I sent out the last notice on April 4<sup>th</sup>:

1. On April 5, 2005 Houston Enterprises filed an application to create 5 “townhouse type buildings” (four units each), 5 - 4 car garages and 1,100 ft of roadway adding to Country Commons Condominiums off of Hopkins Road in Vergennes. This application will be treated as a minor amendment and no hearing will be held unless a party notifies the District Commission before **May 16, 2005**.
2. On April 19, 2005 John and Carolyn Rouse filed an application to amend an existing permit to allow them to add a 100 ft. x 80 ft warehouse building and 4 storage trailers to a site on Willow Drive and Wilson Road in Middlebury.
3. William Hutchins and Susan Perna’s application for a commercial building and 10-bed elderly care facility will be treated as a minor application and no hearing will be held, unless a party notifies the District Commission prior to **May 13, 2005**.

*Approvals:*

The District 9 Commission has approved and issued 2 permits since our last meeting:

1. A permit to Albert N. Conant, Jr. Estate for a previously constructed 60 x 60 commercial garage on a 13-acre parcel in New Haven.
2. A permit to Craig Brown to subdivide a 10.1-acre parcel into two residential lots on Route 17 in Bristol.

**Jurisdictional Opinion and Other:**

1. ACRPC filed its testimony, including the resolution passed at the last full commission meeting in the Ochs/Trickett jurisdictional opinion case. The last filing deadline was for responses by April 13<sup>th</sup> and rebuttal on April 28<sup>th</sup>. ACRPC did not file rebuttal.
2. The District 9 Commission held a hearing on the **Foote Farm Subdivision application on April 27, 2005** at 10:30 a.m. at the Cornwall Town Hall on Route 30 in Cornwall across from the white church. A site visit will be conducted on site at 9:00 a.m. prior to the hearing. I appeared on behalf of the district commission and reserved the right to comment.

Economic Development: No meeting.

Natural Resources: The Committee will meet next Monday.

Transportation Advisory Committee: Adam reported that the TAC had not met. Richard Kehne, the new transportation planner, started on Monday. He will be at the full commission in May to introduce himself and Adam expects him to do a great job for the commission.

Utilities and Facilities: Had its portion of the plan distributed to the full commission and is looking for a vote at the May meeting. The committee worked very hard and should be commended for their work regardless of the vote next week.

## **OLD BUSINESS**

VAPDA minutes: Adam distributed the March VAPDA meeting. Bill asked about the social capital discussion.

VELCO Summary: Adam noted that VELCO had created the schedule for its post-certification design. Adam distributed a letter he is sending to the Towns of Leicester and Salisbury and the landowners along the line in those towns making Jean Vissering, the landscape architect that has helped ACRPC through its testimony in the process, available to help with mitigation in the post certification process. Jean has already had meetings in new haven and Middlebury. Our hope is that VELCO will incorporate Jean's recommendations into their final designs.

Vote on Regional Plan Amendments: The Executive Board noted that we should vote in the following order:

1. Future Land Use
2. Utilities and Facilities
3. Introduction and Consistency

Workplan and Budget Questions: Adam distributed the Workplan and budget again. He noted that it was the same as he had distributed to the full commission, but one item had changed from when he last distributed it to the E-Board. Adam amended the river corridor 319 grant by adjusting some money from next year into this year to better reflect how the money will be spent.

Annual Meeting Agenda: Adam handed out the invitation that he put in the mail yesterday. He will send out a formal agenda next week.

Nominating Committee: Thea noted the committee would put forth the same slate of officers as it had announced at the last meeting and open the floor for further nominations.

Other: None

## **NEW BUSINESS**

Disband Economic Development Committee: The Executive Board took the advice of the full commission and unanimously voted to disband the Economic Development Committee. They thanked the committee for the work they did on the plan last year.

Re-certification of Lake Champlain Byway: Adam noted that the byway was up for re-certification. He expects it will pass easily.

Awards for Delegates: The Board wants ACRPC to recognize delegates who have committed five years or more to the commission with awards for long-term members. The Board also suggested that we create an annual award for one special delegate and name it in Honor of Bertha Hanson, a longstanding charter member of the regional commission from the Town of Starksboro. Bill will help with dedication language. The Board discussed who should receive the first award.

Other: None.

## **ADJOURNMENT**

**Tom moved to adjourn the meeting, seconded by Andrea and the meeting adjourned by 8:55 pm.**

Submitted by: Adam Lougee