

Wilmington Planning Commission Minutes

Monday September 13, 2021

4:00 PM

Town Office Meeting Room

John opened the meeting at 4:05 PM. In attendance: Meg Staloff (by phone), Brian Holt, Michele Carlson, John Lebron, Angela Yakovleff

Mike Tuller, zoning administrator

Gretchen Havreluk, Economic Development Specialist

Possible Additions to the Agenda

None

Public Comment

None

Approve Minutes from August 30, 2021

John made a motion to approve the minutes of the August 30, 2021 meeting. Michele seconded.

In favor: Brian, John, Meg, Angela, Michele

Discuss of Municipal Planning Grant

Meg was in touch with Sue Westa and Jacob Hemerick. There is a difference between a Smart Growth Area (i.e. downtown or adjacent to downtown) and Smart Growth Districts.

On Page 7 of Town View the program criteria is listed.

Sewer runs from Haystack Road to The White House on Route 100.

If the Planning Commission were to apply, we would be applying for changes covered in our utilities (water and sewer.)

Consideration is the flood zone.

Infill would be allowed by construction only if an upgrade.

Grant application November 15. Notification by January, 2022. Completion by January, 2024.

Grant may cover community meetings with childcare, help from Windham Regional Commission (WRC), a consultant for by-law writing, sending postcards.

Maximum of \$25,000. If zoning by-laws are passed by January, 2024 the 10% Town match is forgiven.

Municipal Planning Grants are funded regionally. They are more competitive. Only two are awarded in Windham County.

We need better by-laws around senior housing. If selected, in two years it would be a big benefit.

John asked if we can change zoning by 2024. Will we look into hiring a consultant?

How many hours would this take?

Meg said a By-law Modernization Grant may be more beneficial.

Brian would vote for us addressing things one at a time through the lens of housing.

Michele wondered if we should apply then move forward.

Angela noted the grant provides money that will help us with our goals.

Gretchen suggested going to the Select Board during the budget cycle to request money. We should approach Scott Tucker first.

John sees a benefit in applying for the grant. If awarded, it will provide money to have someone come in to review zoning and help in finding places where the document needs to be changed.

Gretchen would be writing some of the grant.

Meg said we can ask the WRC. They can act as agent to preparing the document.

Michele noted the grant allows for mapping for a clear picture with expert advice. She sees no downside to applying.

Mike said Scott is working on a model mapping tool for the town.

Meg said why don't we apply and see if we are awarded. It will open options. There is quite a bit of money to award (\$500,000) with maximum grant awards of \$25,000.

What do we need to write this? Most grants like this need a Select Board resolution that you have permission to move forward.

You can say, "Up to [this amount.]"

Planning Commission needs to write a resolution and bring it to the Select Board.

Meg moved we move forward with the grant application for By-Law Modernization Grant. John seconded. In favor: Angela, John, Michele, Meg Opposed: Brian

Gretchen will work with Meg to write up a resolution draft for our next meeting.

Review red lines and clean version of Articles 4 and 7 and additional changes for this meeting.

Struck out Article 4, section 4, conditional use for ADA compliant senior adult living, section 6. Leave track changes. Only one set of changes is going to the Select Board. The original changes went to neighboring towns.

Article 7, section 733

Meg said we also need to change section E, strike 'residential.'

Angela made a motion to accept the red line track changes in Articles 4,7, and 10 as discussed to be forwarded to the Select Board. In favor: Meg, Angela, Michele, John, Brian Opposed: none

John made a motion to accept the revised Planning Commission report as presented to be sent to the Select Board. Michele seconded. In favor: Meg, John, Brian, Michele, Angela Opposed: none

Meg will take this to the Select Board meeting on September 21.2021. Brian will plan to go. The Select Board has 120 days to take up and schedule a public hearing.

AGENDA items for next meeting:

Create a resolution for municipal by-law meeting.

Any additional items should be sent to Meg.

Gretchen suggested sending specific points. Prioritize agenda items.

Invite the DRB chair to give their priorities on by-law updates.

Brian made a motion to adjourn at 5:12 PM. Michele seconded.

In favor: Meg, Brian, Michele, John, Angela Opposed: none

Respectfully submitted,

Angela Yakovleff, scribe

Next meeting: September 27, 2021 4:00 PM