

Planning Commission Minutes
Monday August 12, 2024
4:00 pm

1. Open regular meeting

Matthew Moore opened the meeting at 4:12

In attendance:

Matthew Moore (Chair) Michele Carlson, Erik King, Cheryl LaFlamme (Via Zoom)

Absent: Brian Holt

Others Present:

Via Zoom: Jessica Roberts (Zoning Administrator), Alyssa Sabeto (WRC)

2. Additions to the Agenda: none

3. Public Comment: none

4. Approve Minutes: 7/22/2024

Eric made a motion to approve the minutes of July 22, 2024, Michele second, All in favor

5. Article VI Update: Alyssa Sabeto from WRC returned for her second review of Draft Article VI: Flood Hazard Area Overlay – Flood and Fluvial Erosion Hazard Regulations.

- Proposed Bylaw updates are an interim until enhanced floodplain bylaws are complete (estimated Jan 1, 2028).
- Discussed the recommended 2' above BFE guidelines. State recommends 2', Town current bylaw states 0' and 1' in different sections. New proposed in Draft VI are 2' throughout.
- Discussed if this is enough, Alyssa noted that it is not in some situations and flood events.
- Mathew opened discussion on possibility of using a 2' standard with a recommendation 4' or 5' in some situations.
- Cheryl recommends 2' in relation to S213
- Currently article VI does not include river corridors however the state will require to add this in the future
- Eric suggested to include visuals of 2' above BFE examples in upcoming Town Plan update
- Timing of new changes: finalize Article X (definitions) in conjunction with Article VI updates as well on Article IX (With Matt Bachler from WRC). Have hearing for all three perhaps in October

6. Town Plan Update:

Eric is spearheading this task, has met with Gretchen Havreluk, Wilmington Economic Development Consultant, and Matt Bachler WRC to discuss steps of updating plan due on Oct 26, 2026

Grant for Town Plan Update Assistance

- State grant with town matching funds
- Dispersed by region (research regional Town Plans expiration dates to anticipate available funds)
- Typically takes between 200-250 hours to update with assistant, maps/editing etc
- Date of grant parameters will be known in October 2024, anticipated to be January 2025
- Write grant in fall of 2024 and submit when date is known in January 2025
- Advise Selectboard now up upcoming grant and anticipated match funds, Eric will contact/update Scott Tucker and Selectboard

Rough Timeline:

- Plan A- Receive grant for assistance to update Town Plan or Plan B- we are going to do work
- Fall 2024- write grant, contact all Town Committees
- Jan 2025- submit grant
- Summer 2025- public participation, surveys, feedback, all town committees
- Fall 2025- bulk of re-writing plan- drafts shared
- Winter 2026- WRC approval, one PC hearing and one Selectboard hearing (required as per size of town)

7. Update from Zoning Administrator: None

8. Other Items: Cheryl noted that the DRB requests ordinance sections reviews in areas that have been confusing. She will bring to PC attention

Eric made a motion to adjourn at 5:19, Michele second; all in favor

Respectfully Submitted

Michele Carlson, Clerk