

Townshend Planning Commission

Draft Minutes

December 12, 2018

Present: John Evans; Robert DeSiervo, Brandon Canevari and Andrew Snelling
Members of the public: Hal Moore, HCRS dba Kindle Farm School

1. **Call to Order:** Chairman Evans called the meeting to order at 7:25 p.m.

2. **Approval of the Minutes:** DeSiervo made a motion to approve the minutes of the November 14, 2018 meeting as submitted. The motion was seconded by Canevari and carried by those present.

3. **Additions and Deletions:** Snelling requested that Sam Farr Rd. and RT. 30 Corridor meeting be added to the agenda under Old Business. There were no objections.

4. **Members of the Public:** Hal Moore, the C.F.O. of HCRS, the operator of the Kindle Farm School, spoke about the history of the Kindle Farm School and the involvement of HCRS starting in 2010. He then provided the Commission with background on the yurts, the 2006 Act 250 permit and the recent issues surrounding Kindle Farm School request for an amendment to their 2006 Act 250 permit. Mr. Moore concluded by requesting that the Planning Commission consider writing a response to District 2 of the Natural Resources Board stating no objection to the two yurts remaining despite the permit being based on the condition that the yurts would be removed by September 1, 2009.

5. **Correspondence:** Kindle Farm School - Natural Resources Board memorandum of decision was discussed during the discussion with Mr. Moore.

Eleanor & Bill Botz email regarding property setbacks. Snelling responded to the email. The full Commission had no objection to the response.

Dermot Farley email requesting information on local permits. DeSiervo responded to the email inquiry. The full Commission had no objection to the response.

6. **Old Business:**
Village Center Designation: Canevari said he was working on a draft of the

application letter and was assembling a list of community events held in the village area. He will bring a copy of the list to the next meeting for review. Snelling offered that he had checked out the trail running from Grace Cottage to Valley Cares and that the trail has a crushed stone surface but does not appear to be being maintained after the recent snow storm.

Act 174 Energy Plan: Snelling had nothing new to report.

Sign Ordinance: DeSiervo said that he had nothing to report.

West River joint planning commission meeting: DeSiervo had no update.

Sam Farr Rd.: Snelling stated he had researched the Townshend end of the road and determined that Townshend had discontinued the connecting section as part of the ancient road review.

RT. 30 Corridor Management Plan: Snelling attended the VTrans stakeholder meeting. The meeting was well attended and there was a good discussion on the road way and the land use of the surrounding area. This will be the last public meeting prior to VTrans' preparation of a draft report.

7. **New Business:**

Local Emergency Management Plan: Snelling explained the statutory change from Local Emergency Operations Plan (LEOP) to Local Emergency Management Plan (LEMP). The Planning Commission is not responsible for the preparation of the LEMP but should be aware of it when considering town planning.

Kindle Farm School yurts: The Commissioners discussed the request from Kindle Farm School to submit a letter regarding the District 2 Natural Resources Board determination on amending the 2006 Act 250 permit. Snelling made a motion, seconded by Canevari, that the Commission write a letter in response to the recent determination letter. The motion carried unanimously. Snelling volunteered to work with Canevari on drafting a letter.

8. **Other Business:**

Budget 2019-20: The Commissioners reviewed the current year budget and year to date spending. It was noted that there will be more spending in the last six months of the fiscal year for Village Center Designation and Act 174. The Commissioners worked out a budget proposal of \$4,400 for the 2019-20 fiscal year that will better reflect the Commission's planned activities. Snelling made a motion, seconded by DeSiervo to approve the budget proposal and submit it to the Selectboard. The motion carried.

9. **Meeting Schedule:** Regular Meeting: December 26, 2018 @ 7:15 p.m.
Regular Meeting: January 9, 2019 @ 7:15 p.m.
10. **Adjournment:** Canevari made a motion, seconded by DeSiervo to adjourn at 9:45 p.m., carried by those present.

Respectfully submitted,

Andrew Snelling