**TOWN OF GREEN MOUNTAIN FALLS**

**Planning Commission Meeting**

**2023-03-14 at 6:30 P.M.**

**REGULAR MEETING MINUTES**

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| **Commission Members Present**  Lamar Mathews, Chair  Lisa Bonwell  Ann Esch  Rocco Blasi  Mike Frey  **Town Clerk**  Bo Ayad  **Town Manager**  Becky Frank |  |

1. **Call to Order & Roll Call**

Chair Lamar Mathews called the meeting to order at 6:32 p.m. Roll was taken and all commissioners were present as well as Mayor Dixon.

1. **Additions, Deletions, or Corrections to the Agenda**

Commissioner Bonwell made a motion, seconded by Commissioner Frey, to accept the Agenda.

Motion passed unanimously.

1. **Consent Agenda**

A motion to approve PC Meeting Minutes from 02/14/2023 was made by Commissioner Blasi with recommendations/corrections and seconded by Commissioner Bonwell. Motion passed unanimously. The recommendations were to have Agenda Items #1,3 & 4 put into a memo and sent on to the Board Of Trustees for approval.

1. **Public Input – 3 Minutes Per Speaker**

There were no public comments.

1. **Business**

i. Andi Hill of DOLA presented a 1-hour training session to the commissioners. A discussion took place regarding the potential impacts of having a land use code in place with no enforcement mechanism built into it. Mrs. Hill said that enforcement was important especially when public input or complaints were made.

ii. Paul Yingling presented on GMF strategic planning and capital improvements. Best practices were highlighted and suggestions on how to prioritize projects.

iii. A proposed planning application flow chart was discussed with Chair Mathews and Mayor Dixon exchanging ideas and explanations. Commissioner Frey asked about administrative approvals of simple applications such as a fence permit and how such applications fit into the proposed chart. Homework was assigned to each commissioner for the next meeting April 11th when Planning Commission will have their next public meeting and meet with Paul Yingling for 1.5 hours. Homework as follows for each Planning Commissioner:

1. Please choose ONLY 5 items from the Capital Improvement section of the Comp plan as your choices for the town’s focus for the year 2024 and bring to our meeting.  This can be from ANY area in ‘Capital Improvements”; you do NOT have to limit to “Planning Commission” items; you can choose ANYTHING from the Capital Improvements section.  Important:  *Keep in mind the quadrants that Paul provided.  Your priorities should be “Urgent and Important” or at least “Important but not Urgent” if you want your choices make the list.*
2. Choose as many items from the strategic plan as you wish to bring to the April meeting for discussion but limit your choices to the “Planning Commission” areas only please.  You can ADD something you think is needed that is not on the list or make suggestions for revisions or deletions.

iv. The current fee schedule was projected and discussed. Town Manager Frank pointed out some fees that may not be in keeping with our newly adopted Land Use Code. Town Manager agreed to update the fee schedule to reflect the newly adopted Land Use Code and provide to Planning Commission by our next meeting if not sooner.

v. Mayor Dixon made the Planning Commission aware of upcoming RFP for the engineering for some future RTA items like town culverts and bridges.

1. **Correspondence**:

There was no correspondence.

1. **Adjournment**

Meeting adjourned at 8:41 p.m. By Chair Mathews