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3 **Town of Charlotte**
4 **PLANNING COMMISSION**
5 **Meeting Conducted at Town Hall and via Teleconference**
6 **March 7, 2024**

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8 ***DRAFT – subject to approval by the Planning Commission***

9 **Planning Commission:** Charlie Pughe (Chair), Matt Krasnow (Vice Chair), Gerald Bouchard,
10 Carrie Spear, Linda Radimer, Kyra Wegman. *Absent:* Robert Bloch.

11 **Staff:** Larry Lewack, Town Planner, Recording Secretary, Nicole Burnell.

12 **OTHERS:** Frank Tenney, Charles Russell, Paul Plante, Maggie Citarella.

13 ***Posted Agenda:***

14 7:00 PM Call to Order
15 7:02 PM Changes to Agenda (if any); Public Comment
16 7:05 PM 2018 Town Plan Implementation status review
17 7:20 PM Mark up draft LURs revisions to Sec. 3.1, Sec. 9.7 & definitions (*continued*)
18 7:50 PM Section 3.8.b, Nonconforming Structures: v.6g redraft (*continued*)
19 8:10 PM Create work plan for LURs amends through June.
20 8:30 PM PC member attendance policy – finalize draft, vote to adopt.
21 8:40 PM Review & approve draft meeting minutes: Feb. 1, Feb. 15 meetings.
22 8:45 PM Adjourn

23
24 **Call to Order:** Charlie Pughe called the meeting to order at 7:07 p.m.

25
26 **Changes to Agenda (if any):** None.

27
28 **Public Comment:** None.

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30 **2018 Town Plan Implementation status review:**

31 Charlie asked to skip down to item 7 on the list. Road/driveway standards update. Charlie
32 spoke to previous work with the Fire Department. Charlie will circle back.

33 Item 1 master planning. Charlie noted that no work on this item had occurred. Robert Bloch
34 is listed as a lead. Charlie asked for a second volunteer. Carrie Spear volunteered.

35 Item 2 inventory farmland/open space. Linda Radimer is listed as lead. Carrie Spear offered
36 to be the second volunteer. Charlie suggested that the Farm Study be pulled in.

37 Matt Krasnow pointed out that private Open Space agreements, that are made during
38 subdivisions, are difficult to track. Larry Lewack spoke to an updated map, which includes newly
39 conserved lands, and is available on the town website now. The map indicates 30% conserved
40 land in Charlotte, which meets VT's statewide goal for 2030.

41 Larry recalled the intent of item 2 included identifying contiguous conserved land, and
42 protection of wildlife. Charlie felt that the item 2 is to inventory all land uses, not just farmland.

43 Matt asked about the possibility of a combined map that is not fragmented for inclusion on
44 the town website. Larry shared the most recent habitat map.

45 Item 3 coordinate town trail planning. Charlie pointed out that this item corresponds to
46 Item 2. Given agreement, this item was combined with Item 2.

47 Item 4 environmental assessment of VTtrans land. Charlie remembered the purpose was to
48 map wetlands to deter any unwanted use, and identify what possible uses the town might want

49 there. Kyra Wegman, as one of the listed leads, asked for action items. Charlie responded that the
50 state delineates wetlands. Larry shared maps of the area, including the wetland advisory layer.

51 Item 5 non-contiguous PRDs/TDRs. Charlie asked for a volunteer to review pertinent Land
52 Use Regulations. Matt offered to do so.

53 Larry revisited Matt's previous idea of economic benefit for agreeing to conserve lands.
54 Larry said that he had recently been asked about the Conservation Trust Fund. Linda provided
55 historical context on administration of the Fund which was taken over by the Selectboard. Matt
56 spoke to how the Fund grows, and the balance.

57 Item 6 stormwater management on town roads. Charlie asked for a lead questioning if
58 Gerald Bouchard would be interested. Gerald said in response that stormwater management is
59 ditching and culverts. Charlie responded that the issue is runoff into the lake. Larry added
60 filtration and the need for larger culverts, over time, as further considerations.

61 Kyra Wegman proposed an additional item. Item 9 to address community access to the
62 Charlotte Central School to align with the Town Plan. Charlie suggested Kyra consider other town
63 partners to include in efforts. Kyra also accepted follow-up re: Item 8 energy plan implementation.

64

65 **Mark up draft LURs revisions to Sec. 3.1, Sec. 9.7 & definitions (*continued*):**

66 Agenda item tabled due to time constraints.

67

68 **Section 3.8.b, Nonconforming Structures: v.6g redraft (*continued*):**

69 Agenda item tabled due to time constraints.

70

71 **Create work plan for LURs amends through June:**

72 Agenda item tabled due to time constraints.

73

74 **PC member attendance policy – finalize draft, vote to adopt:**

75 Charlie said that he had made edits based on the previous conversation. Matt said the
76 mission statement resonates with him, but he disagrees with tracking & methods. Charlie said the
77 idea is to get an 80% attendance commitment. Matt felt this could be achieved organically versus
78 quantitative. Matt pointed out that the organic approach could be taken at any point throughout
79 the year. Charlie responded that the quantitative approach could be too. Charlie referenced the
80 conflict-of-interest policy as a reference to the intent of the attendance policy. Matt agreed with
81 that reference, and will present a revised draft reflecting his concerns.

82

83 **Review/approve draft PC meeting minutes: for February 1, February 15, meetings:**

84 **MOTION by Charlie Pughe, seconded by Gerald Bouchard, to approve the PC meeting**
85 **minutes for February 1, 2024, as amended. VOTE: 4 ayes, motion carried.** (Kyra Wegman,
86 Linda Radimer abstained.)

87 **MOTION by Charlie Pughe, seconded by Gerald Bouchard, to approve the PC meeting**
88 **minutes for February 15, 2024, as drafted. VOTE: 5 ayes, motion carried.** (Linda Radimer
89 abstained.)

90

91 **Adjournment:**

92 **MOTION by Charlie Pughe; seconded by Kyra Wegman, to adjourn the meeting. VOTE:**
93 **6 ayes, motion carried.** The meeting was adjourned at 8:52 p.m.

94

95 *Minutes respectfully submitted:*

96 Nicole Burnell, Recording Secretary, with edits by Larry Lewack, Town Planner