

Minutes of the East Montpelier Planning Commission – Draft

June 6, 2024

PC Members Present: Zach Sullivan (Chair), Glenn Weyant, Kim Watson, Clarice Cutler, Celina Barton (zoom), Erica Zimmerman (zoom)

Absent: Nik Khosla

Call to Order: 7:07 PM

Changes to Agenda: Update to changes of the open meeting law-Other Business

Public Comment: None

Review Minutes

The group reviewed May 16, 2024, minutes.

Motion: To approve the May 16, 2024, minutes as amended. Made by Clarice Cutler, second by Celina Barton. Passed unanimously.

Review Town Plan Update Sample Chapter

Zach Sullivan wants to use this time to look at what we have done and look at what makes sense to move the work on the TP forward. Chapter 2 was provided to the board, and we reviewed line edits and other research that we will need to be done to complete this Chapter, specially looking at graphs and table updates. When we bring in Chapters for edits, we will do a deeper dive into changes. The most important effort will be updating graphs and data to reflect current data. Zach Sullivan can share the data file that contains all the graphs that need updating. Zach Sullivan created a tab in the spread sheet to assist with data updates. It is a log (table) of all the data updates by Chapter, page, Table Name, Source and URL. Zach Sullivan used Total Population as an example from US Census and ACS on how these data graphs and tables can be revised.

Chapter 2 is still in process and Erica Zimmerman will get back to the board on the progress.

Assign Sections for Town Plan Updates

Task	Date
Zach to finish consolidating notes	12/7/2023
Assigned leads take notes and edit sections	
Chapter 1 Introduction	Spring 2024
Chapter 2 About East Montpelier	Spring 2024
Chapter 3 Town Government	September 2024
Chapter 4 Community Resources	September 2024
Chapter 5 Public Services	October 2024 (2 meetings)
Chapter 6 Infrastructure	November 2024 (2 meetings)
Chapter 7 Economic Development	December 2024
Chapter 8 Housing	December 2024
Chapter 9 Natural and Scenic Resources	January 2025 (2 meetings)
Chapter 10 Land Use	February 2025
Chapter 11 Implementation	
Submit 1st Draft	March 2025

B	C	D	E	G	
	Date	Duration	Dependencies	Owner(s)	Sta
	12/7/2023			Zach S	
Introduction	Spring 2024			Erica	
About East Montpelier	Spring 2024			Erica	
Town Government	September 2024			Zach, Glenn	
Community Resources	September 2024			Celina	
Public Services	October 2024 (2 meetings)			Zach	
Infrastructure	November 2024 (2 meetings)			Ben, Kim	
Economic Development	December 2024			Zach, Celina	
Housing	December 2024			Celina	
Natural and Scenic Resources	January 2025 (2 meetings)			Clarice, Glenn, Kim	
Land Use	February 2025			Clarice, Celina	
Implementation				Erica, Celina	
	March 2025				

The excel spreadsheet (above) is a living document and will be updated by Zach Sullivan as we work on the plan and will be on the google website where the Town Plan files are.

Glenn Weyant asked how the pictures were gathered for the TP. Zach Sullivan noted that pictures in the Town Plan were provided by some members on the board at the time and also by reaching out to the larger community to see if they had photos that they might like to see in the TP.

Status check-in on housing study

Celina Barton and Zoe Christiansen will get together to summarize their findings, and will present their data in the June 20th meeting regarding housing supply and demand. Zach Sullivan has done some work on demographic modeling. Planners do gather data on demographics to understand the who to help keep towns running. The state has done some work on forecasting by county and as the data is gathered, they will present their findings.

Discuss high priority housing areas (history/education and discussion to inform housing study work)

Zach Sullivan presented the Priority housing areas as noted in the Town Plan and as seen in the updates to the zoning regulations (2022). These areas are the Village and extended village up Rte 14 and Quaker road, potential location near EMES. 2 historical areas are Center Road, and North Montpelier (near Calais Line). Celina Barton who lives in North Montpelier says there are a group of Elders and others with new energy to look at options for housing in NM and potentially looking at giving homes to a community trust. She has gathered a lot of knowledge about this area. NM is a village designation area that makes it eligible for tax breaks. Kim Watson suggested that the group should look at current zoning regulations to see if changes are needed to help their cause. Another area to look at is the area around U32 since the sewage line from Montpelier goes to U32. Lastly, Housing of the old dorms at Goddard were sold a while ago and made into apartments so only land no buildings in the 13 acres or so left in EM. Clarice Cutler said we could look at the Sandy Pines area and see if there is any room for more housing, however, we do not think there is room for additional lots at this time. Kim Watson wants to look at the 1 acre lots that we lost to land trust along Rte 14 and along Rte 2 and where in EM we could make up for those lost building lots.

Updates

- **Capital Improvement Committee** – none
- **Energy Committee (EC)** – no new updates. Still waiting on updates from CVRPC and they concluded that they would incorporate energy updates into the town plan.
- **Central Vermont Regional Planning Commission** – Annual meeting next Tuesday, June 18, 2024.
- **ZA/DRB Report** – SB is looking at workload of ZA and what they will do for a new hire. Ben McCall is the Acting ZA and will work with the SB on this process. The DRB had a meeting on June 4th which was a continuation of the May 7th, 2024 hearing. The DRB did a site walk and discussed the change of use further. The hearing will be continued until June 25th, 2024 to give the DRB time to get the permit conditions correct.
- Clarice Cutler discussed the Certificate of Compliance changes that occurred in 2022 that required a Certificate of Compliance for only permits in the flood zone and how it may have affected prior permits, however, it was noted that the applicants were responsible for an attestation that they were compliant was still required during that time frame.

Other Business –

Open meeting law changes were presented by Zach Sullivan. The State created a separate category for regulators. DRB is quasi judicial so they should have a physical location. PC are allowed to hold remote meetings, if so warned.

Motion: To adjourn. Made by Kim Watson, second by Glenn Weyant. Passed unanimously.

The meeting closed at 8:40PM

Respectfully submitted by Kim Watson

Approved on: