

WEST WINDSOR PLANNING COMMISSION

Draft Minutes

December 29, 2014

Present: Barbara Truex, Al Keiller, Elvin Kaplan, Mark Isenberg, Glenn Seward, Bruce Boedtke, Tom Kenyon, Win Johnson, Shannon Harrington, Shelley Seward, Lee Monro, Martha Harrison

1. Call to Order - Planning Commission Chair Barbara Truex called the meeting to order at 6:30 PM.
2. Changes or Additions – None
3. Public Comment – None
4. Public Hearing: West Windsor Zoning Regulation amendments – Barbara opened the public hearing on the proposed changes to the Zoning Regulations and asked for comments. Win Johnson submitted some suggested edits. Win also felt that the purpose statement for the district - to provide for the orderly growth of single-family residences - was too narrow. In Section 5.4, Win noted references to the requirement for a Master Plan “if applicable” and wondered when it is applicable. Win said 24 V.S.A. §4417 used to require a Master Plan for a PUD but it no longer does. Win wondered how multiple owners would submit a PUD application. Win speculated that perhaps the state is elevating the importance of the Town Plan. Win said if the town wants recreational rights-of-way through the property, they can be defined in the Master Plan. Win suggested that the Planning Commission (PC) be more particular about their concept for development, especially with regard to recreational rights-of-way in the Recreation/Conservation PUD district. Win also questioned the requirement for a communal wastewater system under General Standard #3 in Section 5.4. Barbara said if you read further, General Standard #3 allows the DRB to require individual on-site water and wastewater systems if they determine that a communal system is not reasonable. Barbara said the PC was fairly specific about the importance of recreational trails in the Recreation and Economic Development chapters of the Town Plan. Martha noted that the Master Plan requirement is definitely applicable in the Recreation/Conservation district. Win wondered how a PUD would work in a situation where there are multiple owners and multiple properties and if all would be governed by a single Master Plan. Barbara said drafting a Master Plan is the first step for the current owner. There was brief discussion about how the process would work in a hypothetical situation with multiple owners. Shannon noted that Section 2.3-5 requires the PUD to be consistent with the Resort’s Master Plan. Barbara said that sentence was changed to require consistency with a Master Plan, rather than the Resort’s Master Plan. Mark said a Master Plan has to be consistent with the town’s zoning regulations and the Town Plan. Shelley was concerned about the regulations being specific in one district and general in another. Win said state law allows towns to require PUDs in certain areas. Barbara said the current changes proposed are to bring the zoning regulations into conformance with the Town Plan, including its recreation and economic development components, and the mapping. Win suggested that “access through the resort...” in Section 2.3-5 be changed to “access via Mountainside Drive...” Shannon said she doesn’t think the revised zoning regulations match the current Town Plan. Al noted that the Town Plan was adopted in May and there has been a lot of evolution in the resort since then. Shannon noted that the Future Land Use section of the Town Plan still refers to “the resort.” Barbara said the PC did leave references to the resort in the Town Plan but tried to remove references to the “Ski Area” or the “Ski Resort.” Shannon said page 12 of the Town Plan says “there shall be no development other than infrastructure on Mile Long Field.” Win said if it says that in the Town Plan, don’t you have to change that. Win said if one of the town’s primary objectives is to ensure the continued development of mountain biking, then the town should be prescriptive about where the trail “throughways” are. Glenn said there’s an agreement that, if the necessary development permits are received, permanent trail easements will be deeded to the town. Martha noted that the fall back designation for the district is still “Conservation” if the proposed development does not make a demonstrable contribution to the recreation and economic development goals of the Town Plan. Win said he would prefer specific standards over general standards. Lee Monro asked how specific the PC

would get with regard to the trail system and if they would require that it be maintained as it currently exists. Barbara said they would not get that specific but Jim Lyall has provided information on which trails are most critical. Mark suggested being prescriptive about the trails that have been proposed for permanent easements. Martha said we need a Master Plan, which the current owner can't provide under our current zoning regulations because the current zoning regulations reference a ski area that no longer exists, so we have to revise them at least enough to make it possible for him to do a Master Plan. Glenn said the proposed zoning changes will allow for development that improves the local Grand List and furthers the recreational goals of the Town Plan. Glenn said he envisions discussing trail easements in the Master Plan and PUD process, with permanent trail easements to be placed in escrow and exercised at the time permits are issued. Barbara suggested including language about maintaining a significant number of connecting trails. Win quoted from 24 V.S.A. §4417 and said the statute enables the town to be fairly specific. Barbara said the revised language only allows building on the periphery of Mile Long Field, leaving the central section as open space, which would allow for some connecting trails. Shannon asked about the location of roads to serve the houses on the periphery of the field. Barbara said the owner/applicant will have to show proposed road locations in the Master Plan. Glenn said he has a concept plan that he can share with Shannon. Glenn said access is envisioned from Mountainside Drive, Coaching Lane, and perhaps Lemire Road, depending on the configuration of building envelopes. Glenn said the concept plan would evolve through the Master Plan/PUD discussions. Barbara noted that the existing minimum lot size in the district is one acre and the proposed minimum lot size is five acres, which reduces the potential density significantly. Lee Monro asked if "Mile Long Field" includes the field known as "Meadowlark." Barbara said both are included in the "Recreation/Conservation" district. Win mentioned the 150' setback at the periphery of the PUD. Shannon asked if that matches the dimensional standards. Martha said the 150' would be around the outside of the PUD but the regulations authorize the PC and the DRB to adjust it. Barbara noted that the zoning changes include a slight adjustment to the zoning map to match the future land use map in the town plan. Win asked if the boundary change was included in the warning. Martha said yes. Bruce complemented the PC on their efforts to balance development with recreation and noted the importance of maintaining the beginner/novice trails in the Mile Long Field area. Barbara suggested including specific language about novice trails and trail connections. Tom said he is concerned about too many people coming to use the trails. Martha said one of the goals in the economic development chapter of the Town Plan is "to secure permanent use of the Mile Long Field as an integral part of the West Windsor recreational resource base," which is fairly specific. Barbara said the PC will work on the language.

5. Nominate Zoning Administrator – **Mark nominated Martha Harrison for a three-year term. Al seconded the motion, which passed unanimously.**
6. Approve Minutes - November 21st: The minutes of November 21st were tabled. December 3rd: **Mark moved to approve the minutes of December 3rd as written. Al seconded the motion, which passed unanimously. December 9th**: **Elvin moved to approve the minutes of December 9th as written. Al seconded the motion, which passed unanimously.**
7. Other Business – Barbara said she thinks there was agreement on the need to strengthen the language on trails and trail connections. Al agreed but said he would be reluctant to specify the location of easements. Mark agreed. The PC agreed that referencing the resort is acceptable because there are elements of the resort (e.g. the hotel and the fitness center) that still exist. Mark said he thinks the economic development goals are as important as the recreational goals. Barbara agreed and said she thinks the proposed zoning changes represent "the best of both worlds" by allowing for development but protecting the central portion of the field and the trail connections.
8. Adjourn – **Al moved to adjourn at 7:40 PM. Mark seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison