

LAND USE REGULATION UPDATE COMMITTEE
Town of Ferrisburgh, Vermont

DRAFT – Minutes for meeting of December 12, 2018

Members present: Bonnie Barnes, Anne Cohn, Carl Cole, Arabella Holzapfel, Karen Pettersen, Kurt Plank.

Guest: Brandy Saxton

1. 5:30 p.m. — call to order.

Arabella Holzapfel, chair, called the meeting to order at 5:32 p.m. She announced the order of agenda items would change as noted below.

2. Working session with land use planner Brandy Saxton.

Brandy recalled her prior conversation with Bonnie Barnes, zoning administrator, to review for the committee the scope of how to revise zoning regulations, including aligning them with the town plan. She began by describing two possible approaches: a complete rewrite all at once or a rewrite of each regulation separately. Then she detailed the process for adoption of any amended bylaws or regulations, which includes seeking public input each time the draft document is rewritten. This would occur prior to any hearings held by the selectboard. She advised the committee to also reach out to focused interest groups, such as the business community and waterfront homeowners. Based on her earlier analysis of the current zoning bylaws and subdivision regulations, Brandy suggested the committee start with the maps and try to finish amendments in calendar year 2019. When asked about a timeline for the entire project, Brandy replied that for revisions to the whole document it would take about 6–9 months after the first draft is completed; 9–12 months if the committee does all of the rewriting. She continued by saying to add another month or two for warnings and hearings and another 3–6 months for review. Brandy made suggestions for the existing layout of the document: prepare an outline, create cross-references for various bylaws, and keep an annotated document as a separate file.

3. Grant application status. After Arabella stated the committee's Vermont Municipal Planning Grant application was not approved, there was a discussion regarding the balance of funds. It was noted that there is \$10,000 available in the fiscal year 2019 budget (which ends in June 2019) for zoning bylaw revision.

4. Approve minutes — October 3, 2018.

After discussion, Arabella said approval of the draft minutes of the October 3, 2018, meeting would be moved to the next committee meeting.

Following up on a point from the October 3, 2018, meeting, Bonnie said the Vermont League of Cities & Towns stated the committee has the authority to draft and supervise the drafting of the new bylaws, delegated to it by the planning commission. The planning commission retains the ultimate authority to seek to amend the bylaws.

Discussion ensued regarding a concern over whether the committee, lacking external funding for a consultant, has the time and experience to undertake this task efficiently and effectively.

Carl Cole suggested the approach he would like to see for rewriting the zoning regulations would be to focus on the maps first then on the language to make that possible. In preparation for the next meeting, each member agreed to review the current zoning map with the planning areas map on page 73 of the town plan.

The committee set the date for the next meeting for January 22, 2019, at 5:30 p.m.

5. Next steps.

Carl Cole suggested that the committee first focus on aligning the maps with the newly adopted town plan.

6. Other business.

There was no other business for this meeting.

7. Adjourn.

Kurt Plank made a motion to adjourn the meeting at 7:23 p.m. Karen Pettersen seconded. All voted in favor. Motion carried.

Respectfully submitted,

Jean Silveira