

# TOWN OF HIGHGATE

## Planning Commission

May 19, 2015 @ 6pm

### Approved Minutes

**NOTE: All actions taken are unanimous unless otherwise stated.**

#### I. CALL TO ORDER

Rick Trombley opened up the meeting @ 6:15pm. The meeting started slightly late due to not having a quorum until Woody Rouse arrived. Present were: Planning Commission Board Members; Rick Trombley, Woody Rouse, Luc Dupuis, Larry Simmons *Absent – Bruce Ryan*  
Also present were: Heidi Britch-Valenta – Planning & Zoning Administrator; Wendi Dusablon – Clerk; Amanda Holland – NRPC.

#### II. TOWN PLAN

For the purposes of this meeting, the PC was asked to review the chapters concerning Natural Resources and Land Use.

Natural & Cultural Resources: The group went through the chapter and had some typos and changes including: Making mention of Friends of Northern Lake Champlain (FNLC); The PC liked the section on the Abnaki culture; Incorporating Saxes Mills and its significance into the plan; there was some discussion regarding cemeteries and the maintenance of them; The section on archeological and cultural resources needs to be reworked to mention the All Arts Council, Memorial Day Celebration and the Highgate 250 Celebration back in 2013; It was noted that the Highgate Falls church is home to one of the oldest organs and they also host outdoor concerts; Upgrade in the Municipal park to include a grandstand for concerts is a goal; The Hazard Mitigation Plan was removed from this section and now has its own chapter; Heidi would like to incorporate our goals and objectives with regard to renewable energy into this section as well.

Land Use: This chapter has not changed much. Heidi noted that many of the businesses mentioned in this chapter are also mentioned in the economy section. Some businesses are not mentioned, such as Border Patrol, Dan's Concrete, Paquette Sand Pit, Bousquets, Charlebois, LaPierre, Homeland Security, Casella, McCuins, Desorcies, among others. Amanda will make sure that the complete list is incorporated into the Economy section of the Town Plan. Other changes and / or edits included: Correcting typos; Rewording a few sentences; There was discussion on businesses remaining on a small scale vs. fitting the scope of Highgate as long as it does not impose on the character of the town; Village Growth Center objectives – we have a declared village designation since 2013, Amanda will add some more language with regard to this designation; There was some discussion about if Highgate is best being served by the 1 acre lot size throughout the town. In order to encourage development within the village, why not consider ½ acre or ¼ acre lots? In the future we could consider smaller lots but higher impact fees; A 10 acre minimum was discussed in the Forest Reserve area. Woody noted that in the past a lot of people came up against it; The airport overlay district can be taken out of this section or left in, it is in our new bylaws, and for the purposes of the town plan it could be getting in to too many specifics. The overlay districts were not shown on

the map that was adopted by the Selectboard. Those maps will be separate in the office (Airport Overlay and Flood Hazard Overlay). Heidi would find it useful to keep this in the town plan.

Misc. Chapters & Continued Review: The PC went back over some previously reviewed chapters, including the Implementation Chapter. Some changes were made to reflect the current language of our Development Regulations and when they were adopted. Heidi had some questions about the Community Facility and Service Plan. Larry had questions regarding the verbiage of town vs. village. The Implementation Chapter is like the town's worksheet for the next five years prior to going through the process again. Heidi would like to list the ongoing Route 78 Safety Study in this section. This study will be looking at traffic safety, pedestrian safety, bicycle safety, crosswalks and safe ways to school. The sidewalk project on Lamkin Street will hopefully begin within the next year. It was noted that Highgate should have a dedicated GMTA stop by July 1<sup>st</sup>.

***There will be a public hearing on the Town Plan on Thursday, May 28<sup>th</sup> @ 6pm here at the Town Office.***

**III. APPROVAL OF MINUTES**

Motion by Rick Trombley to approve the minutes from April 21, 2015 as written. Motion was seconded by Woody Rouse – **APPROVED.**

**IV. OTHER BUSINESS**

- None

**V. UPCOMING EVENTS**

May 21	7pm	Selectboard Mtg.
May 25		Memorial Day Celebration HVFD BBQ @ 11am – Parade @ 1pm
May 28	6pm	Public Hearing / Town Plan
June 4	7pm	Selectboard Mtg.

**VI. ADJOURNMENT**

Motion by Rick Trombley to adjourn the meeting @ 8:14pm. Motion was seconded by Luc Dupuis – **APPROVED.**

Minutes respectfully submitted by:

\_\_\_\_\_, Clerk  
Wendi Dusablon

\_\_\_\_\_  
Date

Minutes approved by:

\_\_\_\_\_, PC, Chair  
Richard Trombley

\_\_\_\_\_  
Date