

Townsend Planning Commission
Minutes from
January 11, 2017
Townsend Town Hall, 141 Main Street

7:00 pm – Planning Commission Meeting

II. Opening Ceremonies

a. Roll Call

Chairman resigned so Troy Geiger was acting as Chairman for the first time. Councilwoman Lorraine Gorman assisted with roll call. Troy Geiger, Regina Albert, James Reyes, Gary Rittreiser, Sheryl Rojas

b. Pledge of Allegiance

III. IPA presentation on the duties of a Planning Commission – Herb Inden & Linda Raab

Meeting was handed over to Linda Raab for a presentation regarding the duties of the IPA. Town is overdue for the 5 year plan review. A 10 year review is due in 2020. Our options are to make updates to the 5 year plan, accept current 5 year and propose it remain, or make a new plan. Ms. Raab suggested that if the 5 year plan is acceptable, then we submit the current 5 year plan for approval. Herb Inden also suggest that we consider approving the current plan as it is 2017 and new 10 year plan is due for 2020 and it takes some time to get things approved.

Councilwoman Gorman asked why the amendments that were made in 2016 were approved but was not considered a 5 year comprehensive update. Ms. Raab said that it was not requested as a comprehensive update but amendments that way by the town.

The Town appoints the planning commissioners, the commissioners review the comprehensive plan for updates and suggests changes to the map and zones. The plan is sent to the Town Council for final approval. The planning commission just makes recommendations.

Ms. Raab began to show zoning maps and discussed the coding and colors. Then the instruction moved into a discussion of the plan plus review. Mr. Inden discussed the importance of the plus review is helpful but not required. There is a checklist that assists in completing the plus review which is very helpful in getting the plan ready for review.

Regina Albert discussed that we have reviewed some changes to our current 5 year plan and questioned if we should submit those recommendations or consider not recommending those changes for the 5 year plans. Ms. Raab stated that changes and recommendations require a public hearing and then proposal to the town which all requires time. Ms Raab again suggests that we may want to hold the changes for the 10 year plan. There is an urgency to completing the 5 year comprehensive plan.

Troy Geiger mentions that when we first met there was some questions about changing zoning or making recommendations to the zoning codes. Ms. Raab said that zoning is an action strategy and that we should be sure of the coding and not be too specific but keep the description vague. Land use is something that we should consider for our 10 year plan.

IV. Adjournment:

Meeting unofficially broke with many sidebar conversations about comfort levels being better after the training session.