

Town of Killington Planning Commission

Minutes from 12/04/2024 Meeting

Meeting held at the Public Safety Building as well as remotely via Zoom.

Start Time: 7:00pm

End Time: 9:09pm

Attendance :

Jennifer Iannantuoni, Chair

Vince Wynn

Ricky Bowers

Dave McComb*

Lisa Davis Lewis, Town Planner*

Jim Haff, Zoning Administrator

William Austin, Assistant Town Planner*

Jeremy Farkas, Town Council*

(participants joining via zoom*)

1. Open Meeting

The Chair opened the meeting at 7:00pm

2. Approval of Agenda

The Chair requested a motion to approve the agenda for the meeting of December 4, 2024, as may be amended. Wynn made a motion. Bowers seconded the motion. There being no amendments, the motion passed unanimously.

3. Approval of Minutes – November 6, 2024

The Chair requested a motion to approve the Minutes from November 6, 2024, as may be amended. Wynn made a motion. McComb seconded the motion. There being no amendments, the motion passed unanimously.

4. Citizen's Input

None

5. FY'26 Budget Discussion

Davis Lewis began a discussion on the FY'26 budget, and highlighted items that specifically pertain to the Planning Commission. Davis Lewis stated that there are no concerns with the budget, however, she remarked on the decrease in the legal services budget. She commented that the large increase in last year's legal budget was due to the town anticipating an increase in permit applications which never really materialized. She also reviewed the Planning Commission Special Project Fund, which is funding the Recreation Master Plan project. She stated that the Town Manager confirmed that the fund contains approximately \$238,000.00. Davis Lewis asked to hear from the Commissioners if they have any comments or concerns on the budget. The Chair asked why there is a decrease in the budget for contracted services as this line item remained as a flat rate

in previous years. Davis Lewis stated that she would circle back with the Town Manager on this question. The Commissioners indicated that they had no further questions on the budget.

6. Recreation Master Plan

Davis Lewis and Austin began a discussion around the status of the Recreation Master Plan. Davis Lewis stated that they had a second meeting with the consulting team from Vermont Integrated Architecture (VIA), members from the Recreation Commission, and Town staff. At the meeting they reviewed the condition of the existing Recreation Facilities and the overall goals of the project. Davis Lewis brought up that during the meeting one of the consultants indicated that three (3) phase power would be required for the development of a new pool and pool house. River Road does not currently have access to three phase power and it would cost upwards of \$300,000.00 to install. Haff brought up that three (3) phase power converters are available and cost significantly less than bringing three phase power from US-Route 4. Austin then walked the Commissioners through the plan program VIA provided and highlighted the needs and wants for the project, such as a new pool and pool house, as well as other proposed ideas. Davis Lewis reminded the Commissioners that the primary goal of the project is to develop plans for a new pool and pool house within the next five (5) to ten (10) years. The Chair thanked them for the updates on the project.

7. Subdivision Regulations

Davis Lewis the discussion by stating that the most recent draft incorporates the changes discussed at the last meeting, which included making Minor Subdivision approval under the purview of the Administrative Officer, and Major Subdivision approval would go to the DRB for a public hearing. Davis Lewis reviewed proposed changes to the Zoning Bylaws. Farkas highlighted Section 615, 1(b), which states; a boundary adjustment or lot line adjustment of more than ten (10) acres of land would require subdivision approval. Haff questioned the necessity of this and felt it was unrealistic. Davis Lewis agreed and stated if a person creates a new lot of ten (10) or more acres and they plan to develop it as a PUD, they would need to go through site plan review process and if they are just making a lot line adjustment it should only need a zoning permit. The Commissioners agreed to remove this language from the regulations. Haff remarked that in Section 615 under the Application Requirements, Section (c), the applicant is required to provide one paper copy of the plat plan to the Town Clerk's Office. He stated that the Clerk requires two paper copies of the plat plan. Davis Lewis remarked that she will confirm this with the Town Clerk. Davis Lewis began reviewing the draft Subdivision Regulations and highlighted Section 1130: Plat Requirements for All Subdivisions. She questioned subsection (h), which requires existing and proposed clearing limits be included on the plat plan, and remarked that it may not be necessary. The Chair remarked that she understood the reasoning behind this requirement as it will discourage clear cutting of trees. Farkas suggested that other towns have a tree clearing ordinance or bylaw that requires a zoning permit be issued to remove a certain number of trees. Haff remarked that he believes this language belongs in the Zoning Bylaws and not in the Subdivision regulations. The Commission agreed with this change to remove subsection (h). Farkas stated he would draft language that addresses tree clearing. Davis Lewis then highlighted subsection (k), which requires adjoining land uses, roads, and drainage infrastructure and pathways be included on the recorded plat plan. She remarked that she doesn't see the need to require pathways to be shown on the plat plan. Haff questioned the reasoning behind the entire standard. Farkas remarked that he felt it was important to keep the language as it could be helpful in understanding overall drainage patterns. Haff remarked that the applicant should be required to get an engineer to develop a stormwater drainage plan rather than record this

information on a plat plan. Farkas stated that we could require a stormwater management plan and erosion control and sedimentation plan for all subdivisions, and change the language in section (k) to require just the uses of the adjoining parcels. The Commissioners agreed with this change. Davis Lewis continued reviewing the draft regulations and reviewed the additional items that may be required by the DRB for Major Subdivisions. She questioned the necessity of Subsection (e) which requires a traffic impact analysis for Major Subdivisions. Wynn also questioned the necessity for a fiscal impact analysis in Subsection (f), and a visual impact analysis in Subsection (h), for Major Subdivisions. Farkas remarked that we could change these Subsections to only be applicable for a subdivision of ten (10) lots or larger. The Commissioners were in agreement with this approach. Wynn asked to review the definition between Major and Minor Subdivisions. He asked why the development of a road or utility line in Subsection (b) and (c), automatically defines the subdivision as Major. Davis Lewis agreed, and stated that a 2, 3, or 4 lot subdivision should still be considered a Minor Subdivision even if it requires a private roads or utility lines. She recommended they remove Subsections (b) and (c) from this Section. The Commissioners agreed with this change. Davis Lewis stated that she would work with Farkas to update the regulations and provide a revised draft to the Commissioners prior to the next Planning Commission meeting. The Chair thanked Davis Lewis for her work on the Subdivision Regulations.

8. Updates and Reports

- **Raise Grant** – Davis Lewis provided an overview of the progress on the RAISE Grant awarded to Killington. She highlighted the next steps are to finalize the draft agreement between the US Department of Transportation (DOT) and VTrans. VTrans will then subcontract with Killington. After this agreement is signed the next steps is to select the Municipal Project Manager, and begin the design process.
- **Killington Forward** – Davis Lewis stated that the Town recently held a public meeting on the Environmental Assessment for the Catalyst Grant. She remarked that the Town is waiting on the Notice to Proceed from Northern Borders Regional Commission before they can award contract four (4) for the waterline.
- **VOREC** – Austin and Davis Lewis remarked that the Town anticipates retaining a structural and civil engineer to design the bridge and boardwalk shortly. Our goal is to complete the engineering work during the winter and to begin construction in the spring.
- **TA Grant** – Davis Lewis remarked that Austin, the Town Manager, and she will be meeting with representatives from the Agency of Natural Resources (ANR) to discuss the Trail Assessment Project. We plan to get the study finalized after their meeting and bring it to the Selectboard for adoption.
- **Visual Impact Analysis / Enhanced Energy Plan** – Austin remarked that the visual impact analysis map is currently being developed by RRPC to include GIS data. He also remarked that Davis Lewis and he were reviewing the Enhanced Energy Plan and marking up the document with comments and edits. They will meet with RRPC to finalize the draft.

9. Commissioner's Concerns

Wynn remarked that the lines that were striped signaling the turn lanes at the bottom of Killington Road are incorrect and do not correlate with the road signage posted above the intersection. Haff remarked that he would circle back with VHB.

10. Other Business

None

11. Executive Session

None

12. Next Meeting

January 8, 2024, at 7:00pm

13. Adjourn

The meeting was adjourned at 9:09pm

Respectfully Submitted,
William Austin
Assistant Town Planner

DRAFT