

## WEST WINDSOR PLANNING COMMISSION

Draft Minutes

August 22, 2018

Present: Members: Al Keiller, Ray Shannis, Mike Dudley. Others present: Tom Kenyon, Jason Rasmussen, and Elizabeth Burrows.

1. Call to Order: Chair Al Keiller called the meeting to order at 6:33 PM.
2. Changes or Additions None
3. Public Comment Tom said he had noted in the news a number of towns have decided to close schools to keep school choice. Elizabeth Burrows, chair of West Windsor School board responded, said she was at the meeting that she believed the press was referring to. She believed it to be a small group of people from one town that voiced their opinion as public comment in the meeting and it was taken out of context.
4. Update to Town Plan
  - a. Education update: Elizabeth Burrows presented a draft update of the Education Chapter. She updated the chapter to reflect the school merger, and to support an increase in the use of the public facilities in town for education inclusive of a full age range and using the building as a Shelter-in-place facility. She also added a section on early childhood development as a result of Act 166. She asked the Planning Commission if the town considered Early Childhood education to be a driver for bringing people into Brownsville? If so, it could be addressed in greater depth. In researching other town plans, she commented on West Windsor's large population of 2<sup>nd</sup> homeowners who may want to retire to town. Perhaps there should be more thought to addressing aging in place. There could be bridge program that connects aging in place and education programs for our students.
  - b. Municipal Planning Grant update: Jason Rasmussen of SWCRPC explained the opportunity of grant funding for the Town Plan update: The grant application is due October 1<sup>st</sup>. New this year is a 10% community fund match. Jason said the RPC can help with the grant application and can act as an agent for the grant due to West Windsor small population. **Al moved to ask the Selectboard to authorize match funds for a Municipal Planning grant not to exceed \$1000.00. Mike seconded, and the motion passed unanimously.**
  - c. 4<sup>th</sup> of July recap. Deb presented the compilation of information gathered at the 4<sup>th</sup> of July parade. It was consistent with the ideas the Planning Commission had come up with in their own SWOT analysis.
  - d. SB input: Martha submitted a draft update of Chapter 3.
  - e. For the next meeting, SWCRPC with work with Deb and Martha to draft the MPG application and, if approved by the PC, it will be presented to the SB for their approval.

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- f. Al will try his hand at drafting an introduction to the plan by synthesizing the information collected thus far into a broad theme that articulates the shared vision of the future of West Windsor.
5. Discuss Town Feasibility Assessment of Burke and Clay Parcels for town sandpit and possible relocation of the Fire Department. The PC reviewed Engineering Ventures assessment for moving the sandpit and possible eventual relocation of the Fire Station. The report found the Burke parcel is suitable for future stockpiles of storage material and the location for a future fire station; the Clay property is not suitable. Of note, a fire station is not specifically defined as a 'Public Facility' in the 2018 Zoning bylaws nor is the storage of materials specifically identified as a Permitted or Conditional Use. The PC discussed both issues for the Secondary Growth-Residential zone and decided they were not inconsistent to the zoning regulations. The PC also saw advantages to the development of the village center in the eventual relocation of the Fire Station. **Al motioned that the Planning Commission finds the proposed purchase of the Burke property consistent with the current zoning regulations. Ray seconded, and the motion passed.**
6. Approve Minutes—PC delayed the approval of the June 27<sup>th</sup> minutes .
7. Other Business—Discussion of the Junk Ordinance. The SB had raised some questions concerning the draft Junk Ordinance that was submitted for to the SB for their consideration last December. As most of this PC is new since the draft ordinance was put forth, the PC tabled the discussion until the next meeting, so they may become more familiar with the subject matter.
8. Adjourn: **The meeting adjourned at 8:23 PM**

Respectfully submitted,

Deb Shearer