

West Windsor Planning Commission  
Draft Minutes  
September 19, 2018

Present: Al Keiller, Laura Stillson, Ray Shannis and Jason Rasmussen, SWCRPC

- 1) Call to Order Chair Al Keiller called the meeting to order at 6:38PM
- 2) Changes or Additions- Stakeholders Summit and discuss State Municipal Day ½ day forum.
- 3) Public Comment-None
- 4) Discuss Updates to Town Plan:
  - Review MPG application—After review and discussion, **Ray moved to approve the grant application for submittal. Laura seconded and motion passed unanimously.** Al asked when we would know if grant was received—December. Al suggested PC continue to work on sections that did not require much RPC input while waiting for grant funds.
  - Review Introduction-PC reviewed introduction. **Ray motioned to approve the introduction. Laura seconded and the motion passed unanimously**
  - Discuss next sections for review: Using the planning matrix, the Commission plans to review Chapter 3-October/November, Chapter 4-November and Chapter 5-December. Laura mentioned it would be good to have a combined meeting with the Conservation Commission when it comes time to discuss development in the village, as the town would want to balance development in the village with the need for flood resilience, and the CC has been doing a lot of work on that issue.
- 5) Discuss Junk Ordinance—Al gave recap of junk ordinance presented to SB last December. The adoption of an ordinance would give the Windsor Police an ability to issue a ticket and fine. The regulations currently allow only for a Notice of Violation to be issued and recorded by the Zoning Administrator, the ability to have the police issue a ticket has stronger enforcement authority. The SB is now ready to take up the ordinance, but had questions on the part salvage yards played in the ordinance. West Windsor zoning regulations currently make no reference to allow for salvage yards in any district. Deb spoke to VLCT and they said the state regulates salvage yards but also give municipalities the ability to more strictly limit their placement. Al said he will present the Commission’s views at the next SB meeting.
- 6) Approve Minutes **Ray moved to approve the June 27 and August 22nd minutes as written. Laura seconded, motion passed unanimously.**
- 7) Other Business—Al wanted to remind PC members of the rescheduled Mount Ascutney recreation stakeholders meeting on 9/27 at 6pm. Upcoming Forums—Deb reviewed the agenda for the State Municipal Day in Springfield. Village Center Designation-Ray said it would a good idea to familiarize and educate residents of the all the incentives and assistance programs that are available, so they are able take full advantage of the designation.
- 8) Adjourn—Next meeting was set for October 29<sup>th</sup>. **Ray moved to adjourn at 8:25. Laura seconded, motion passed unanimously.**

Respectfully submitted,

Deb Shearer