

# NEWFANE PLANNING COMMISSION

## Meeting Minutes

### Minutes not official until approved

**Meeting Location:** Newfane Town Hall

**Meeting Date:** April 28, 2015

<b>Attendees:</b>	Henry Carr, Tim Cawrse, Pat Weisbrich		
<b>Absent:</b>	Lynne Forrest	<b>DRB Attendees:</b>	None
<b>Zoning Admin.:</b>	None	<b>Public Attendees:</b>	Carol Hatcher (as resident)

### DISCUSSION ITEMS AND ACTIONS

- I. Meeting called to order at 6:05 p.m. Attendees as noted above.
- II. Introductions:
  - A. Susan McMahon, Windham Regional Planning Commission
  - B. Carol Hatcher, Select-person, attending as resident
- III. Review and Approve Minutes of 4/14/2015
  - A. Minutes were read and approved for 4/14 meeting. Tim moved, Henry seconded, (approved 3/0).
- IV. Old Business:
  - A. No copies of the minutes were available. Since Pat was the only member present at the 3/10/2015 meeting, it was unclear how these draft minutes should be handled. Pat contacted previous members of Planning Commission and Pat, Gary D. and George F. approved minutes by telephone (as they had resigned from the commission). **Issue resolved. (Approved 3/0)**
- V. New Business:
  - A. Introduction to Town Planning-Susan McMahon- Windham Region Planning (presentation).
  - B. Windham Regional Planning has 50 years' experience, resources, and technical resources to offer town Planning Commissions.
  - C. Presentation "Essentials of Land Use Planning and Regulation" (dated 4/28/2015) presented and discussed by Planning Commission and Susan M.
  - D. The status of the current Newfane Town Plan was again questioned as to approval by Windham Regional as this will affect Newfane's ability to solicit grant money. Susan will speak with her colleague, John, to determine "official" status of the Plan (adopted 7/22/13 by the Town Select Board) and report to Pat W. NOTE: Item added to "Old Business" for 5/12/15 meeting- action item involves Susan M. and Pat W.
  - E. Material on "Plan Bylaw Adoption Tools" (Original: May, 2005, updated September, 2010) on 24 V.S.A. Chapter 117 was presented and discussed by Susan M. and the commission members. This material describes the town plan adoption process and time lines.
  - F. Content and further resources can be found at "vpic-info.com".
  - G. Windham Regional Planning posts monthly newsletters at: "windhamregional.org".
- VI. Next meeting: Tuesday, May 12, 2015 at 6 p.m., at the Newfane Town Hall
  - A. Approval of Agenda for May 12, 2015 (with follow on meeting on May 26, 2015 included).
  - B. Henry C. moved, Tim C. seconded, approved 3/0

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VII. Move to adjourn at 8:15 p.m. Henry C. moved to adjourn, Tim C. seconded, approved 3/0.

Respectfully submitted,

*Tim Cawrse*

Timothy D. Cawrse, Clerk

DRAFT