

Town Of Newfane, Vermont  
Planning Commission  
Draft Special Meeting Minutes

Date: July 27, 2015

Time: 6:00 PM

Place: Newfane Town Offices

1. Call to order 6:14 PM
2. Attending: Lynn, Pat, Tim
3. Review and approve minutes of 7/11/15 meeting:
  - a. CORRECTION to posted minutes for 7/11/15:
    - i. Tim nominated Lynn for Chair of PC not Pat.
4. Old Business
  - a. Electronic copy of the Town Plan was obtained from Shannon, Admin. Assistant to the Select Board.
    - i. Electronic copies distributed to members via email attachment by Lynn. This is for future use in the Town Plan-all present acknowledged receipt of a copy.
  - b. FY16 Municipal Planning Grant
    - i. Village Center Designation: Pat described the lengthy process to create a new Town Plan or to "readopt" a modified plan to include "Village Center" and "Flood Resilience Planning" recommended by the WRC. Her opinion was that this could not be accomplished before the MPG deadline. Wording needs to be in the current Plan to support those initiatives (and it is not in its present form). Present PC members agreed.
    - ii. Discussion on whether to apply for the FY16 Municipal Planning Grant: Options were discussed that included reasons why the PC should not apply for the MPG at this time and also some smaller scale planning development projects that could be readied in time to notify the WRC before their requested 8/7/15 deadline. This date is for simple notification of our "intent to apply" with the *actual* MPG deadline for submission of 9/30/15. Further discussion identified several smaller scope projects that can further the goals of the PC towards updating the current plan: a.) Assistance to create a valid resident survey to obtain and enlist community support in planning activities, and b.) assistance in facilitation of Newfane villages (South Newfane, Williamsville, and Newfane Village) community "engagement" meetings in the early Newfane Planning process. Both could be provided by the WRC.
    - iii. Members present agreed that this was well defined, incremental to the planning process, and in line with our stated goals of accomplishing a resident citizen and business survey. It was noted that the PC had already obtained several hundred envelopes (with postage) from the 2015 Newfane PC budget monies.
    - iv. Motion by Lynn to contact the WRC with our intent to apply for the MPG and ask for assistance in the application process. Seconded, and approved 3/0. Lynn (as chair) will contact the WRC ASAP.

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5. Agenda items for next meeting on 8/11/15
  - a. New Business
    - i. Next steps to proceed with the MPG and obtaining information on application process.
    - ii. Divide tasks to complete application by 9/30/15 deadline
    - iii. Member vacations, missed meetings, and continuity.
  - b. Items to carry forward for discussion at a later date (Approx. 7:15 PM)
    - i. Discussion on how to proceed with coordinating the Town Plan and the Zoning Bylaws.
    - ii. Review "Land Use" section of Town Plan.
    - iii. Discuss Newfane demographics used in creating the current, approved Town Plan.
6. Adjournment (Approx. 7:30 PM)

Respectfully submitted,  
Tim Cawrse  
Timothy D. Cawrse, clerk

Posting locations:

Town of Newfane web site:

<http://newfanevt.com/meetings/meeting-schedules/>

<http://newfanevt.com/meetings/planning-commission-minutes/>

Planning Commission minutes are available on request at the Newfane Town Hall  
Posting in compliance with 1 VSA § 312 (b) (2)