

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 EXECUTIVE COMMITTEE MEETING MINUTES
3 DRAFT
4

5 Date: Wednesday, February 6, 2019
6 Time: 6:45 p.m.
7 Place: CCRPC Offices, 110 W. Canal Street; Suite 202; Winooski, VT 05404
8 Present: Chris Roy, Chair Mike O'Brien, Vice Chair
9 Via telephone: Barbara Elliott, At. Large Catherine McMains, At-Large
10 Andy Montroll, Immediate Past Chair
11 STAFF: Charlie Baker, Executive Dir. Regina Mahony, Planning Program Mgr.
12 Eleni Churchill, Trans. Program Mgr. Forest Cohen, Sr. Business Manager
13 Bernie Ferenc, Trans. Business Mgr. Amy Irvin Witham, Business Office Associate
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15 The meeting was called to order at 5:45 p.m. by the Chair, Chris Roy. Several Executive Committee
16 members joined the meeting via conference call due to the inclement weather.
17

18 1. Changes to the Agenda; Members' Items: The agenda was changed to move item 5. Act 250
19 recommendations before item 4. Banking change resolutions.
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21 2. Approval of January 2, 2019 Executive Committee Minutes. MIKE O'BRIEN MADE A MOTION,
22 SECONDED BY BARBARA ELLIOTT, TO APPROVE THE MINUTES OF JANUARY 2, 2019 WITH CORRECTIONS
23 IF ANY. MOTION CARRIED UNANIMOUSLY TO APPROVE THE MINUTES AS WRITTEN.
24

25 3. Act 250 & Section 248 Applications.

- 26 a. Act 250 Hearing, Snyder Finney Crossing; Williston, #4Co887-1R-N. Regina noted that this is
27 basically a renewal of their Findings of Fact from the master plan, which need to be renewed
28 every five years. This project is located on Williston Road and Holland Lane in Williston. The
29 master plan has been approved by the Williston Development Review Board, but each phase
30 is subject to local review as they are proposed. CCRPC staff thinks it's fine and we generally
31 concur with the Traffic Impact Assessment. CATHERINE McMAINS MADE A MOTION,
32 SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER TO THE ACT 250 COORDINATOR.
33 MOTION CARRIED UNANIMOUSLY.
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35 Chris Roy recused himself from discussion/action on the next two items. Mike O'Brien took over
36 as chair.
37

- 38 b. Section 248 Advance Notice of Petition; Underhill GLC Solar-150kW; Underhill#19-0292-AN.
39 Regina noted that this is a solar project on Beartown Road in Underhill. The Executive
40 Committee has reviewed this before. As demonstrated in our preferred site letter, CCRPC is
41 highly supportive of projects sited on previously developed sites like this parcel, which is a
42 former landfill. This is the notice that they intend to submit a petition to the PUC. On the
43 second page, we are requesting more information on the impact this project will have on
44 slopes over 15%, including any plans to retain vegetation, stabilize the slopes after clearing
45 and whether the full extent of clearing is required for the project. Catherine noted that in the
46 beginning of the letter it says the Town of Underhill is still reviewing this notice and asked how
47 that will affect our review. Regina said that is correct, but since it's on town land she doesn't
48 think there will be an issue. If we send this letter tomorrow, we will remove the highlight on

1 that sentence. BARBARA ELLIOTT MADE A MOTION, SECONDED BY ANDY MONTROLL, TO
2 APPROVE THE LETTER TO GREEN LANTERN SOLAR. MOTION CARRIED UNANIMOUSLY.

- 3 c. Act 250 Possible Hearing, Costco, Colchester - #4C0288-19F and #4C0288-19G. Regina said this
4 deals with Costco's request to open gas pumps on off-peak hours. We don't have anything in
5 the packet because we're not sure what will happen. We were waiting to see what comments
6 VTrans would submit, and they didn't submit any yet. Since then it was determined not to
7 hold a hearing right now. February 4th was the date for parties to submit comments; and
8 February 15 is deadline for rebuttal on those comments. We don't have anything to bring to
9 the table right now. She believes it will go to hearing at some point.

10
11 5. Act 250 Recommendations. Regina distributed a revised document as Emma reviewed the
12 original and made some wording changes. The Ad Hoc Act 250 Committee met twice and put these
13 overarching statements together. They thought it would be a more effective way to get input from the
14 full board. The bill itself is still in draft form and will probably change a great deal over time. The Ad
15 Hoc Committee will continue to meet to review things as the bill moves forward. These
16 recommendations are being reviewed by the Executive Committee, the Planning Advisory Committee
17 (PAC) and the full board at its February meeting. Regina reviewed the intent of each of the nine
18 recommendations.

- 19 1. The proposed bill does not define how we develop areas that are designated for growth. In
20 general, the state permit process should encourage development in appropriately planned
21 places and discourage development outside of those areas. The recommendation then
22 describes why the enhanced designation concept as proposed is unworkable. The burden of
23 all Act 250 criteria would just shift to the municipal level instead. Catherine McMains noted
24 that most of the towns do not have the staff to do the review of Act 250.
- 25 2. Any changes should include a defined review process and how to get there. The paradigm
26 under the proposed change, Act 250 would continue in areas that we want to protect.
- 27 3. In general, we support this but it needs to go along with a better #1.
- 28 4. The expansion of climate change, energy efficiency and forest block criteria, which have
29 accompanying fees, would make development more costly and hinder the desperate need for
30 affordable housing.
- 31 5. Deals with the order in which the design for projects is reviewed in Act 250. We recommend
32 that Act 250 rely more on conceptual plans as opposed to engineer-sealed plan with more
33 detail. Land Use permits should then include conditions of obtaining the other permits. This
34 would ensure a more resident-friendly, efficient and less costly state permitting process. Brief
35 discussion ensued.
- 36 6. Talks about mapping. This proposal takes a state-level, top down approach to mapping and
37 we recommend that we use the local and regional maps to help develop state level maps,
38 because of the extensive public involvement (especially with landowners) in developing the
39 local/regional maps.
- 40 7. Asks the legislature to work out further details before adopting new concepts, which could
41 exacerbate existing inflated housing costs for Vermonters.
- 42 8. Urges the legislature to consider a phased approach and make changes a little more piece-
43 meal. If all this change should happen at once, we could see things come to a halt for some
44 time and it could disrupt the market and limit the development of affordable housing we
45 really need. Brief discussion.
- 46 9. Deals with the appeals process that allows coordination or consolidation of appeals of various
47 permits to ensure consistency in decision-making and prevent unaligned requirements
48 between Environmental Court and Environmental Resources Board decisions.

1 Catherine thought that the whole idea of this Act 250 Review Committee was to make the whole
2 process easier. Brief discussion ensued about the appeals process. Members suggested some
3 clarifying language to a couple recommendations, as well as a statement at the beginning showing
4 the overall goals of these comments. That the overall intent is to make the process more efficient
5 and effective. Regina will provide a memo that goes along with these recommendations. The Ad Hoc
6 Act 250 committee thought that as we get more versions of the bill, we could bring in more defined
7 recommendations. MIKE O'BRIEN MADE A MOTION, SECONDED BY BARBARA ELLIOTT, THAT THIS BE
8 SENT TO THE PAC FOR THEIR MEETING NEXT WEEK AND TO THE BOARD, INCLUDING PAC CHANGES
9 FOR THEIR FEBRUARY MEETING. MOTION CARRIED UNANIMOUSLY.

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11 4. Banking Change Resolutions. Forest noted that last month we suggested the concept of changing
12 our banking to Opportunities Credit Union (OCU). Their mission is aligned with our ECOS Strategy 8 to
13 support low-income, new Americans and keeping the money local. We did more analysis and found
14 that we could reduce fees and increase interest earned by switching to OCU. We also wanted to
15 ensure that we could still collateralize our funds to protect funds over the FDIC/NCUA limit from
16 catastrophic events. OCU would take out a line of credit to cover that and would absorb the cost. If
17 we increase the amount later, we would have to pay a fee. Staff feels it's a good idea. We would
18 transfer our checking account and combine our savings account (local dues) and our money market
19 funds into a money market account at OCU. We would leave our CD's where they are at North
20 Country Savings. Charlie again disclosed that he is the chair of OCU board and joined that board
21 because it aligns with our mission and goals. Brief discussion. BARBARA ELLIOTT MADE A MOTION,
22 SECONDED BY CATHERINE MCMAINS, TO APPROVE THE STAFF RECOMMENDATION TO CHANGE
23 FINANCIAL INSTITUTIONS. MOTION CARRIED UNANIMOUSLY.

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25 6. Executive Director's Update:

- 26 a. FY2020 UPWP Update. The UPWP committee held it's first meeting on January 24th and will
27 meet again on February 22nd. We have approximately \$1.25 million available for
28 consultant/partner projects and we received requests totally \$1.5 million. Staff has already
29 reduced the number of regional projects to try to get down to the available PL funds and at this
30 point are within \$40,000. There are a lot of transportation and water quality project requests,
31 but not many requests for planning and zoning assistance.
- 32 b. ECOS Annual Report. We are still meeting with partners to complete the Annual Report and
33 hope to have it available soon.
- 34 c. Legislative update: Charlie noted that he anticipates testifying at the legislature regarding our
35 recommendations for Act 250 shortly after our board meeting. Other bills he's following
36 include: 1. ANR's efforts to get water quality funding out locally – the delivery system; and
37 there is a lot of conversation around how to do that. 2. There is another bill about to be
38 proposed that would increase the percentage of the Property Transfer Tax that would be
39 awarded to the RPCs.

40
41 7. CCRPC February 20, 2019 Agenda review. Chris Roy will not be attending this meeting, so Mike
42 O'Brien will chair it. Members reviewed the proposed agenda and agreed to ask Burlington Public Works
43 to give a presentation on the Champlain Parkway and other city projects in the pipeline.

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45 8, Other Business. There was no other business.

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47 9. Executive Session. None needed.

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1 10. Adjournment. MIKE O'BRIEN MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO ADJOURN
2 THE MEETING AT 6:31 P.M. MOTION CARRIED UNANIMOUSLY.

3

4 Respectfully submitted,

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6

7 Bernadette Ferenc

DRAFT