

**TOWN OF HARDWICK**

**PLANNING COMMISSION**

Minutes of the Meeting

June 9, 2015

**Members Present:** *Zoning Administrator Karen Holmes, Vice Chairman Dan Bandit, David Gross, Lisa Maskell, Diane Grenkow, Ken Davis*

**Members Absent:** *Chairman Joe Rivard, Ed Keene*

**Visitors:** Shari Cornish, Michael Bielawski

**6:37pm:** The meeting was opened by Dan Bandit.

Old Business was reviewed.

Mr. Gross proposed to amend the minutes of the May 12<sup>th</sup> meeting to reflect the point that was raised regarding the mandatory revision of certain sections of the Bylaws for the purpose of complying with the Town Plan.

Dan Bandit made a motion to approve minutes as amended.

Seconded by David Gross.

All approved.

Ms. Holmes provided updated information on Vermont Council on Rural Development. (VCRD)

Ms. Holmes also announced letters of interest for Development Review Board (DRB) are due June 11, 2015.

**New Business:**

Ms. Holmes introduced Ms. Jocelyn Bowen as new Recording Secretary.

Ms. Holmes presented the Orientation Documents for new board members. "Roles and Responsibilities" and "Essentials of Local Land Use – Planning and Regulation".

Ease of availability to zoning maps were discussed. Ms. Holmes will inquire about adding a link to the Zoning page on the town website.

Also the availability for hard copies of maps was discussed. Ms. Holmes will check with NVDA to see about smaller maps for printing.

Ms. Holmes informed the board of the FY2016 Municipal Planning Grant. She will write the grant application which is due September 30<sup>th</sup>, 2015.

**Next Agenda Item:**

Choose a course of action and consider delegating roles and responsibilities for Bylaws update.

Ms. Holmes began conversation by providing background information on Bylaws. She also gave summary of what may be entailed for the update.

Board discussed ideas regarding format when updated.

Shari Cornish informed the board of a concern regarding Bylaws, stating that more information to follow at another time.

The Board members will make a pass through the Town Plan to identify areas that command the Planning Commission to take action with “shall” and “must” language. Having missed the meetings where it was covered, Mr. Davis will go back through the “Bylaws Issues List” and submit his questions/comments. All members should submit their findings to Ms. Holmes no later than the morning of June 29<sup>th</sup>, 2015. Ms. Holmes will summarize the list of findings for the July meeting.

Mr. Bandit made a motion to adjourn meeting.

Mr. Davis seconded.

All approved.

**7:58pm:** Meeting Adjourned