

**TOWN OF WATERFORD  
PLANNING COMMISSION  
SPECIAL MEETING DATED OCTOBER 29, 2014  
MINUTES**

**MEMBERS PRESENT:** Bill Dimick, Howard Remick, Mike Barrett,  
John Gillott

**MEMBERS ABSENT:** Tom Robinson, Bob duMaire, Tom Villeneuve

**NONMEMBERS PRESENT:** Fred Saar, Irene Nagle, Chris Brimmer, Helen  
Pike, and Secretary, Carol Priest

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The meeting was brought to order at 6:00 P.M. by Bill.

**Citizens' Concerns**

There were no concerns presented at this time.

**Old Business**

Bill introduced Irene Nagle, who was present to discuss the proposal to assist the board in its revision of the town plan. Fred stated that he worked with Irene to apply for the municipal planning grant for the town. She began with an overview of new requirements that must be included in the plan, such as the flood resilience language and economic development. Those elements are not in the current (expired) town plan. She cited census data indicating Waterford had a population growth of 11% from 2000 – 2010, and a 22% increase in housing units. She suggested including new language in the town plan that addresses planned unit development. She reported that the grant will be awarded in mid-December. Fred noted that NVDA helps the town regularly throughout the year; an amount is budgeted each year for that assistance, not to be utilized for the specific proposal being discussed for the town plan. Irene advised that she can provide the latest census data, look at existing zoning and development patterns, and utilize NVDA's resources. She suggested a survey and a town-wide meeting to gather input from townspeople to begin the process. Past survey results have been successful at guiding the board in revising the plan. Bill expressed board concerns with possible cost overruns, etc. Fred assured the board that project management will be in place. Irene confirmed that a contract will be used to ensure that the finished product will be completed for the agreed-upon price.

Bill reiterated his concern that members be involved at every step of the process, including reviewing sections periodically, not just at the completion point.

Zoning Administrator Chris Brimmer asked if the town could pass interim zoning regulations before completing the town plan, as he sees a need for updated language, specifically in the area of waivers and variances. Irene stated that NVDA's belief is that the town plan must be completed first. Chris and Fred will be checking with the VLCT to get their interpretation of that regulation later in the week. John asked if the board could change the language throughout the process. Irene assured the members that it is the town's document, not theirs. Chris recommended the town approve NVDA's proposal; Fred stated there is a risk using someone

other than NVDA. Irene stated that NVDA will continue to give guidance no matter who assists the town with the project. She reported that there is an 18-month requirement for completion of the project, should the grant be approved. She is willing to attend monthly meetings to keep the board involved along the way. She agreed to come up with a sample survey that could be used to gather input from the town, which may involve the town's website as well as paper surveys. John asked if NVDA would address upcoming changes in recycling in the state, as this is part of the town plan. Irene agreed to include this, as well as renewable energy projects, such as wind and solar, as they affect land use and economic development.

#### New Business

There was no new business brought before the board.

#### Other

The next regular meeting is scheduled for November 19<sup>th</sup>. The agenda set at the previous meeting includes: Minutes; Citizens' Concerns; Old Business, specifically NVDA proposal to assist; waiver language; update on interim zoning; New Business; Other.

The meeting adjourned at 7:38 P.M.

Respectfully submitted,

Carol Priest, Secretary

Approved: