

Townshend Planning Commission
Draft Minutes
August 28, 2019

Present: John Evans, Brandon Canevari, and Andrew Snelling

1. **Call to Order:** Chairman Evans called the meeting to order at 7:25 p.m.
2. **Approval of Minutes:** Canevari moved to approve the July 24, 2019 minutes with minor changes in punctuation. The motion was seconded by Evans and carried unanimously.
3. **Additions and Deletions:** none
4. **Members of the Public:** none
5. **Correspondence:** NRB District #2 Third Hearing Recess Order Re: Kindle Farm School was discussed but no action was taken.
A copy of The Town of Wardsboro's Revised Town Plan was received. No action was taken.
6. **Old Business:**
Village Center Designation: Canevari informed the Commission that we had received the required letter from Windham Regional Commission (WRC) stating the approval of Townshend's Town Plan and confirmation of the Town's planning process. In addition the Commission will need to notify WRC and Brattleboro Development Credit Corporation (BDCC) of the intention to apply for the Village Center Designation (VCD). Canevari presented drafts of the notification letters, which the Commission reviewed and edited. The revised versions were approved for mailing. Canevari brought up several parts of the application which required input from the full Commission including the final boundaries. He stated that in his conversations with the Community Planning and Revitalization Department that they were not inclined to recommend approval of the VCD boundary including Valley Cares, because it is not contiguous with the rest of the village, is primarily residential and was not part of the traditional village area.

Snelling made a motion, seconded by Evans, to change the Northern VCD boundary to be the northern edge of the Grace Cottage property and the Southern boundary after Deb Sherman Painting. The motion carried unanimously.

Act 174: Snelling presented a draft of an Act 174 compliant energy element based on the WRC template with Townshend specific information. He stated that he was going to need some input from the full Commission on the policy

sections. Snelling said that the WRC deadline for a final draft is early November, so we will need to dedicate some time to working on the draft at our next several meetings.

7. **New Business:** none
8. **Other Business:** none
9. **Meeting Schedule:** Regular Meeting: September 11, 2019 @ 7:15 p.m.
 Regular Meeting: September 25 2019 @ 7:15 p.m.
10. **Adjournment:** Evans made a motion, seconded by Snelling, to
 adjourn at 8:40 p.m. The motion passed unanimously.

Respectfully submitted,
Andrew Snelling