



TOWN OF RANDOLPH, VERMONT

Zoning and Planning Office

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MEETING MINUTES

Tuesday, November 12, 2019

Randolph Town Hall – 7 Summer Street

Present: Members: Paul Rae, Miles Hooper, Sonny Holt, Perry Armstrong and Michael Tragner. Municipal Staff: Adolfo Bailon.

Mr. Holt called the Regular Meeting to order at 6:30pm.

1. Public to be Heard

No public to be heard.

The meeting started with item 4a on the agenda, Floodplain Regulations and Restrictions.

Ned Swanberg briefed the PC on flood resilience and state requirements in the floodplains and river corridors.

Mr. Swanberg spoke about the importance of ensuring that local regulations are consistent with those set by the state.

PC members asked questions related to floodplain construction and how it would be affected by state regulations.

Mr. Armstrong asked if the state regulations have changed since the last time the LURs were created or last reviewed. Mr. Swanberg responded that state regulations were most recently updated in 2018.

Mr. Swanberg briefed the PC on base flood elevation and safe construction standards in flood zones.

Additional conversation ensued on the topic of substantial improvement.

2. Approval of minutes (October 8, 2019)

The PC reviewed the minutes and discussed the recruitment process for the Administrative

Assistant for the Zoning Department.

On motion by Mr. Armstrong, and seconded by Mr. Hooper, the PC voted to approve the minutes. Vote 5-0

3. Old Business

a. Mixed income housing development on the Branchwood property on Pearl Street. Vermont has a program called the Neighborhood Development Area Designation through the Agency of Commerce and Community Development. It's intended to reduce the permitting costs for housing developments within close proximity to designated downtowns, town centers and growth areas. - . Joshua Jerome, Director of Economic Development.

b. The Town Plan as posted on the Town's Web Site was fixed. A color cover was added, all photos are now in high-resolution and the header on each page has been updated. The PC decided not to add a "Change History" to the Town Plan, but to post a "Change History" along with the Town Plan.

c. The PC decided to start work on Randolph's Sign Ordinance. This ordinance has not been updated in 16 years. It needs to be in line with current State of VT directives and be "content neutral."

d. Randolph Land Use Regulations: Additional changes need to be discussed and compiled.

f. Floodplain Regulations and Restrictions on making Substantial Improvements to Property – discuss possible change to regulation.

There was no further discussion of Old Business.

4. New Business

a. Floodplain Regulations and Restrictions - Ned Swanberg, Floodplain Manager for VT will be available to answer questions regarding substantial improvements to properties in the flood plain.

The meeting returned to item 4a on the agenda, Flood Plain Regulations and Restrictions.

The PC commented that they would like Mr. Swanberg to return to a future meeting to present more maps on flooding regulations.

b. Randolph Land Use Regulations: Additional changes to be discussed and compiled. Mr. Rae will discuss issues with the existing LURs. Specifically, several districts have square footage requirements that would make it difficult for existing non-conforming buildings to change hands and re-develop.

The PC discussed potential plans for updating the LURs and also creating a strategy to addressing all necessary changes. The PC then discussed proposed timelines for making changes to LURs including mandatory wait periods of 15 days.

c. Creating a Neighborhood Development Area Designation – to reduce permitting costs. Update by ZA or Deputy ZA

d. Sign Ordinance update: Mr. Holt will discuss proposed changes by former ZA, and the current State regulations on signage.

Mr. Holt shared a previous proposed draft of the Sign Ordinance created by the former Zoning Administrator, Mardee Sanchez. Mr. Holt then discussed changes in federal and state law that may create challenges in the PC's plan to update the existing Sign Ordinance.

On motion by Mr. Tragner, and seconded by Mr. Armstrong, the PC voted to accept the photo for the cover page of the existing Sign Ordinance. Vote 5-0

At 9:23 pm, on motion by Mr. Tragner, and seconded by Mr. Armstrong, the PC voted to adjourn the meeting.

Respectfully submitted: /ss/ Adolfo Bailon & Shannon Hance

Revised and Approved: /ss/ Sonny Holt