



Town of Jericho
Planning Commission

**Jericho Planning Commission Minutes
Special Meeting
November 29, 2016**

Approved December 6, 2016

Present: Jason Cheney, Samantha Dunn, Phyl Newbeck, Katie Forleo, Susan Bresee, Erik Glitman

Absent: Conor Lahiff

Public: Glenn Martin, Ellie Martin, Randy Clark, Jim Carroll

Guests: Katherine Sonnick (Planner), Amelia Moriarty (Recording Secretary)

Call to Order

Jason called the meeting to order at 7:00 pm.

Public Comment

None

Approval of November 15, 2016 Minutes

Phyl made the motion to approve as written, seconded by Katie. Passed 5 - 0.

Commercial District Public Workshop Planning

Samantha shared some of her ideas on how the Workshop could be run, such as having a presentation then splitting up into smaller discussion groups. Phyl added that the presentation could be focused on the changes that were made and the groups would each be given one topic to talk of since there was limited time. They discussed how long each section of the workshop would take - discussion, wrap up, etc. They discussed how examples of building size could be presented without bias, both illustrations and photos. There would also be illustrations with the design standards. Erik asked if those design standards could be applied to the examples of size. This could avoid visual bias that may be brought up using photos of real examples. Phyl thought this was a great idea but the illustrations may be a bit harder to create.

PowerPoint was decided to be the medium of the presentation. One way to complete it, Susan proposed, would be to assign a change to each board member to work on it on their own to be ready for the next meeting. Then, at the next meeting the presentation would be pasted together for revision and formatting to look unified and complete. The PC went on to discuss who would do what. Then went on to discuss what the goals were of the workshop and so what questions would be best to ask to lead the discussions in that direction. Katie was wondering how to make

the visuals for exemplifying square footage size more interactive to help people wrap their heads around what it would really look like. Everyone agreed that this was one of the biggest issues and maybe even most consequential. There should also be big zoning maps to show where the districts would be.

Draft Commercial District Regulations Discussion

Jason's hand drawn map was brought up so that he could explain it further. The map showed how there would be different footprints allowed in different areas of the district. Samantha thought it went against the principles of the master plan to allow the sizes of already existing business and other buildings to so greatly affect its zoning. Katherine brought up examples of examples of other towns' square footage regulations and design standards. Susan concluded that many of the other towns had size restrictions couples with design standards. The other towns were far ahead of Jericho and also had pretty low lot coverage to make sure that there was plenty of green space around the building which wouldn't take up the whole parcel. Samantha proposed to include setback as an option to give the public of think about during the Public Workshop. Jason wondered if this would create accessibility issues. The PC concluded that a cap of 30,000 square feet was not an unreasonable restriction.

The Planning Commission moved discussion onto the topic of signs and their regulations. The PC wasn't sure whether or not the old regulations needed to be changed. There continued to be changed made to keep the regulations updated. Erik wondered whether some of these regulations being made were already set standards by insurance companies. Jason agreed that could be a good thing to look into.

The PC went on to talk about parking, first discussing why a minimum parking lot size was required. Susan wondered if the minimum of Jericho were too big. There could also be some flexibility of where the parking would be. This was a comment that had been sent to Landworks but had not yet been given a response.

Other Business

Katherine brought up a copy of the Capital Budget that Todd had given her which the PC had an opportunity to comment on, though there was not time for that now. That could be homework, noted Phyl.

Wrap up and Planning for Next Meeting

The next meeting would be more planning for the public workshop with more development on the outline for the PC to react to. Samantha thought that the presentation for the workshop would be a high priority and the rest of the PC agreed.

Jason asked for public comment.

Elly Martin asked where the “purpose” of the district statement was. Katherine noted that the PC was working on the draft still, but she would post it on the website in its draft form.

Randy Clark asked if it would be considered a norm to have people from other towns giving input at the Workshop, since according to him that happened at the last one. Samantha answered that it could be helpful to have each person introduce themselves. Jason also said it could be the right of the PC to limit voting to only the people who live and work in the town. Phyl added that here would be a sign in sheet where people would have to give their addresses.

Jim Carroll thought the PC was very off track by not incorporating VAOT into the planning. He said that he was organizing a group that was not happy.

Phyl made a motion to adjourn the meeting, seconded by Katie. Passed 6 - 0. The meeting was adjourned at 8:57.