

**TOWN OF NORTHFIELD, VERMONT
PLANNING COMMISSION
Minutes of December 18, 2017**

Meeting was called to order at 7:03 PM by Chair Hill-Eubanks.

I. Roll Call: Present for the meeting were Brown, Hill-Eubanks, Rhodes, Supplee, and Ruttenberg.

II. Set/Adjust Agenda:

III. Public Participation: None

IV. Approval of Minutes: Brown moved to approve minutes of August 2, 2017; November 20, 2017. Tabled.

V. Grant Award: Discussed process for choosing planning consultant. Qualifications in land use planning and public input/meeting facilitation is important. Ruttenberg, Brown, and Rhodes volunteered to work on the hiring process.

VI. Work on updating Town Plan

a. Continue Town Plan update:

- i. **Housing chapter:** Supplee explained the changes he made to the Housing chapter. Data has been updated. Housing starts have not kept up with targets set by CVRPC. Supplee recommended the Commission review the goals, policies, and tasks of the Housing Chapter to update them and make them more consistent within. For example, ensure availability of wastewater system in areas of dense and new development. Also make the tasks more clear and feasible. Supplee pointed out specific items that should be improved or reconsidered.

Commissioners will review the Housing chapter and the changes made by Supplee, and offer further suggestions at future meetings.

Goals, policies, tasks that have been accomplished over the years should be noted in the Plan.

VII. Other Business:

VIII. Next Regular Meeting: TBD

IX. Adjournment: Motion to adjourn at 8:55 PM. Motion carried.

These minutes are subject to changes and approval at the next regular meeting, but are substantially correct.