

**TOWN OF NORTHFIELD, VERMONT
PLANNING COMMISSION**
Minutes of September 8, 2019, Special Meeting

Meeting was called to order at 2:07 PM by Chair Hill-Eubanks.

- I. Roll Call:** Present for the meeting were Commissioners Ruth Ruttenberg, Nancy Peck, Laura Hill-Eubanks.
 - II. Set/Adjust Agenda:**
 - III. Public Participation:** None
 - IV. Town Plan update:**
 - a. Review draft town plan (9/4/2019 draft)**
<https://drive.google.com/file/d/1aDx62drsBS6jKOQ48rK8cGfiXRMbqBD0/view?usp=sharing>
 - b. Actions:**
 - i. PC resolution approving Town Plan draft:**

Ruttenberg made a motion to approve the following resolution: *The Northfield Town Plan update is approved for the Planning Commission public hearing, posting, publishing, and mailing, as required by Vermont statute.*

Peck seconded. Motion passed 3-0-0.
 - ii. Determine process and tentative schedule for notice and hearing on the Plan:**

Ruttenberg moved to hold the PC public hearing on the Northfield Town Plan update on October 21, 2019 at 7 PM in the Brown Public Library Community Room. Peck seconded. Motion passed 3-0-0.

ZA Osiecki will be asked to prepare the report on the plan, and the notice of the public hearing; and to send the report, notice, and a copy of the Town Plan update to the entities, as required under VT statute. The materials must be sent out next week to ensure notice to the entities is received at least 30 days before the PC public hearing.
- V. Next Regular Meeting:** September 16, 2019.
- VI. Adjournment:** Peck moved to adjourn, Ruttenberg seconded. Meeting adjourned at 2:36 PM.

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