



**TOWN OF WILLISTON**  
**Planning Commission Minutes**  
*October 21, 2014 - 7:00 P.M.*

**Williston Town Hall Annex Conference Room**

MEMBERS PRESENT: Paul Laska, Meghan Cope, Kevin Batson, Jake Mathon, Shannon Hiltner

Ken Belliveau, Matt Boulanger planning staff

1) CALL TO ORDER

JAKE MATHON called the meeting to order at 7:05 PM.

2) 2016 TOWN PLAN

Ken Belliveau explained the legal requirement that the Town Plan be updated every 5 years. The focus of the Williston Town Plan hasn't really changed very much over the last few iterations, but there are some chapters that need factual updates and a few chapters that could be more significantly reworked.

Belliveau explained the added "economic development" requirement for town plans, which is a new requirement since the adoption of the 2011-2016 Town Plan. This does not have to take the form of an entire new chapter, but does have particular informational requirements. The group discussed some of the ways the current plan and bylaw address economic development.

Belliveau presented a generalized outline of the various sections of the Town Plan, including highlights of which sections may need minor updates and which require more significant work. Belliveau called out the transportation chapter as one that will need significant revision and expansion in light of the cancellation of the Circ. highway project in 2010. Similarly, the chapter on watershed health will require significant revision now that the town has hired a stormwater coordinator and has made changes in how stormwater issues are dealt with administratively.

The group had an extensive discussion about the neighborhood connectivity element of the Town Plan and its application in the bylaw. The group discussed how paths and trails are required in new neighborhoods. Belliveau and Boulanger explained how the requirements are reviewed and implemented in projects.

Paul Laska asked if there is a copy of the current plan on the website. Belliveau said that there is. Belliveau explained the state enabling legislation for town plans, subdivision regulations, and zoning.

The group discussed a potential timeline for the adoption of the 2016 Town Plan. Belliveau said that he had built more time into the process than he planned for with the 2011 Town Plan. Belliveau said that he also wanted to use a survey to get citizen input as well. Belliveau

said that he would research the logistics of implementing and designing, as well as analyzing the results of a survey.

3) CONSERVATION PLANNER RECRUITMENT

Ken Belliveau updated the planning commission on the hiring process. The office received about 40 applications. The most competitive applications are from applicants with significant planning experience in the region and advanced degrees. Belliveau said that he would like a few members from the commission to participate in the interview process.

4) OCTOBER 7, 2014 MINUTES

On a motion made by Meghan Cope and seconded by Paul Laska, the commission members voted 5-0 to approve the minutes of October 7, 2014 with the following changes:

- In Item 2, add “said” so the minutes read “Boget SAID that...”
- In Item 2, add a comment from Kevin Batson that he said it was better to have a parking lot behind the buildings and that Snyder said that a “L’ shaped lot could wrap around the buildings.
- Show that Kevin Batson initiated the idea of changing the zoning districts standards instead of a Specific Plan.

The meeting adjourned at 9:01 PM.