

Cambridge Planning Commission Meeting Minutes- DRAFT until approved in subsequent PC meetings.

Start: 6:40pm. Sept. 28, 2015 Attendees: Werner B, April E, Richard W, Michael M, Jill R, Doug B.

Review past mtg minutes: Aug mtg minutes were NOT reviewed as we did not have hardcopy for final review.

Review Agenda: **Richard W** asked to add 10 minutes to discuss additional subdivision regs discussion. Item added.

Jill R asked about potential Oct 19 mtg with Jeff Village PC. The idea being that the Cambridge and Jeff Planning Commissions should at the very least, meet one time per year to share our work, discuss planning items of interest to both commissions and keep each other apprised of planning in our community. Everyone felt this would be good and **Jill will follow up.**

In a review of mail- **Jill R** will review a state wastewater/septic application WW56988. This is not subdivision, but we are still working out how the community accesses info to development of any kind- and what the roles/responsibilities are- generally and specific to things like the town's road/driveway permit process.

Richard W began the continuing discussion of the subdivision regs process review.

The Town/DRB do not review wetlands, water sewer aspects of subdivision (or simple development) projects. These (and possible other permits) are State level permits. The state does not have resources to follow up on satisfactory completion of these items. Thus, leaving the potential for failure to abide by rules and application plans- which could negatively impact neighbors/community.

The question is- Is there precedent, process for the town to review or inform the state when one of these state-permitted items (non-local jurisdiction) is not being completed according to state regulations/application? The associated question is: even if we could, do we have the expertise to do so- even in an informal way? **Jill R said she would speak with Seth Jensen from LCPC about this.**

Michael M brought and reviewed several documents relating to municipal governance and roles and responsibilities.

Members of the PC were informed of resources and asked to consider professional development opportunities that are brought to their attn.. The town has been excellent in providing dollars to cover training registrations.

Review of CPC rules of procedure- our planning commission governance document- revealed some weaknesses in our current process as it relates to what we are enabled/supposed to do.

Under membership- we do not have individual terms set. We do not have a vice chair and clerk assigned. **Michael M** would like the PC to tackle the assignment of duties.

Under duties- Stated that the chair shall call for a public mtg upon receiving any act 250 permit application. "Minor" act 250 applications require an emergency mtg of the PC to determine if request should be made for a full district commission hearing. THESE items present concern to the PC members due to timing for official warned public mtgs, emergency mtgs and regular mtg times/availability. We should confer with Seth Jensen or VLCT about this....

8:20- meeting was closed

