

**Craftsbury Planning Commission
May 25, 2022 7pm Town Hall**

Agenda

1. Approval of the April 20, 2022 Minutes
2. Craftsbury Village Master Plan Project
 - Debrief Village Visit
 - Review and Discussion of Public Participation Plan
 - Review of anticipated Public Engagement Approach at 7/3 Block Party
 - Review of approach/coordination of key landowner/stakeholder focus groups
3. Village Center Designation Update
4. Other Business

Craftsbury Planning Commission Draft Minutes from April 20, 2022

Attending: Rudy Chase, Dave Rowell, Ross Davis, Annie Rowell, Gordy Waterhouse, Farley Brown, Susan Houston (representative for the Craftsbury Selectboard)

Absent: Linda Ramsdell, Emily Maclure, Lucas Shultz

Guests: Alison Low (NVDA), Dayton Crites (Dubois & King), Gina Campoli

The March 9, 2022 meeting minutes were approved unanimously.

This was the “kick off” meeting for the Craftsbury Village Master Plan Project. First action was signing the contract with Dubois & King, the consulting firm for the master plan project. Dayton Crites, our consultant from Dubois & King, started the conversation by asking each person around the table to share their goal(s) for the Village Master Plan Project. The following is a Project Goals summary:

- Parking and Circulation Issues
- A traffic jam every morning after ‘the mail comes in’. Crashes occur.
- Historic village built for horse and buggy, but now we have tractor trailers coming through.
- A good problem: lots of activity, lots of business, but congestion is a concern.
- Across the board, agreement that improved safety is very important in the village center.
- Bike/Ped Safety and Circulation
- Safe Routes to School(s)
- Trails to Town
- linking green to Town Center
- Winter Trail Circulation (Snowmobile movement, skier movement / links)
- Housing / Growth (Where could homes go? Only so many landowners / available land)
- Where would septic go?
- Incorporate Historic Elements (Craftsbury doesn’t want to lose historic charm. Will be an issue for any change.)

Dayton shared a proposed map which included the delineation of the project area. This led to a discussion regarding the data needed in the Townscape Analysis as well as other resources:

- See 2020 Census / ACS data
- Craftsbury has higher incomes/property values/education/employment than surrounding areas
- General awareness of being a 'bright spot' economically
- Elementary School, Highschool, Village, College
- people don't have to leave.
- Boundaries
- River/Agricultural Lands/Woods/Wetlands
- Green to the southern edge of village is a key location, but isolated.
- Historic Register of Places Designation
- School Planning is Underway Prior Studies
- Town Plan
- VCRD Community Visit
- Local Motion Study - "Some folks from Boston"

Public Engagement

- 2 Tier Engagement Process
 - Tier 1 : General Public, events, meetings.
 - Tier 2: Village Landowners / Business Owners
 - Focus Groups (per scope)
 - May require additional one on one

Public Participation Plan Document Goals

- Outline how a Focus Group would work
- Provide materials, so PC members can push towards individual conversations as needed.
- Outline approach to involving stakeholder groups
- Stakeholder Groups - Businesses, Village Residents, School (currently in their own planning process), Town Road Crew ("I can tell you where they think you can put this plan...."), Conservation Commission, Craftsbury Trails, VAST Chapter, Craftsbury Outdoor Center, Wonderarts, Public House

Website - To be a on town website. D&K to provide content, Town admin to post.

Site Visit - Proposed: 5.18.2022, 8:30am - 12:30pm

Next Meeting - 5/11 at 7pm in the Town Hall. Dayton will be joining via Zoom and he will provide an early draft of the Public Participation Plan.

Renewal of Craftsbury Village Designations (Craftsbury Common, Craftsbury Village and East Craftsbury). Renewal for all areas is due by July 2022. There was discussion around the issue of expanding the Craftsbury Village designation map towards the Green Space. Dave Rowell stated that the rationale for expanding the map is because of the mixed uses up to the green space (business, residential, open space). It was agreed that the commission would submit the village map as is - we may decide to make a change once the Village Master Plan is completed. Alison stated that the renewal application has many facets. We will revisit it at our May meeting.

Meeting adjourned at 8:25 pm.

Minutes submitted by Farley Brown with assistance from Dayton Crites' meeting notes