



# PLANNING COMMISSION MEETING

Tuesday, September 12, 2023 at 6:30 PM

Chris Letourneau Meeting Room and via Zoom

**AGENDA**

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## Zoom Details:

**<https://us02web.zoom.us/j/6165843896?pwd=STduU2JzTmpiVmE1MXZSaWZWLzVadz09>**

**Meeting ID:** 616 584 3896 | **Passcode:** 5243524

**Dial by your Location:** 1 929 205 6099 (New York)

1. **CALL TO ORDER - 7:00 PM**
2. **ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**
3. **DISCUSSION**
  - A.** ReGrowth Planning - Michael Allen
4. **APPROVAL OF MINUTES**
  - A.** Planning Meeting Minutes 8/8/2023
5. **PLAN NEXT MEETING AGENDA 9/26/2023**
6. **OTHER BUSINESS**
7. **DELIBERATIONS**
8. **ADJOURN**

Posted to the Town website, four designated places within the Town of Georgia (Town Clerk's Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.

Signed: Douglas Bergstrom, Zoning Administrator, Planning Coordinator

Phone: 802-524-3524 | Fax: 802-524-3543 | Website: [townofgeorgia.com](http://townofgeorgia.com)

# MEMO

Georgia Town Plan Update  
Georgia Planning Commission



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## Re: Georgia Town Plan Update - Kickoff Meeting Agenda Items

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Hello Georgia Planning Commission members,

I am looking forward to working with you on the Town Plan update. To get things rolling, I am providing a list of items and questions I would like to discuss with you when your schedule permits. Consider this a rough agenda of sorts. If you feel that we can tackle this list at your next regularly scheduled meeting on September 12th, I would be happy to join you in person and use that time as our official kickoff meeting to start the project. However, if your agenda that evening does not provide enough time to review all of this, I can join you that evening via Zoom for preliminary introductions and discussions, and we can schedule the full kickoff meeting for a better date.

### Initial Questions:

- Will the Planning Commission be serving as the primary review committee for the Town Plan Update, or will there be a separate committee established for this?
- Who should be the main contact person I should send all materials and correspondence to?

### Overview of project steps and timeline

### Questions from committee/commission

### Public Workshop/Open House

- Potential dates and locations for the public workshop/open house (target date late October?) and opportunity to scout location.
- Ways to advertise event - identification of local bulletin boards, print media, town website, special local events, announcement opportunities, etc.
- Identification of local social media accounts/groups/people which can assist us with posting advertising materials and spreading word about the event, reaching a broad audience.

### Project Webpage & Online Comment Form

- Placing informational links on town website, other locations?
- Webmaster contact

**Community Survey**

Preliminary considerations for how town would like to conduct any mailed/paper survey in addition to the online survey

- Town is responsible for printing, mailing and collecting of paper copies
- Mailing out a notification only vs sending actual survey
- Sending to all households or a sample
- Return postage/envelope vs drop off
- Pick up and drop off locations
- Opportunities to send it out with other regular mailings, e.g. notices, tax bills, etc.

**Analysis of Current 2017 Town Plan**

- What has changed in town since last plan was adopted, what are biggest issues?
- Future assistance with identifying goals and policies you feel are no longer relevant or are outdated
- Future assistance identifying new info (what information has changed since last plan, e.g. new parks, community centers, sewer service, etc)
- Overall format and organization of plan

**Other related planning studies, reports, or plans which should be reviewed**

**Other questions / items**



# PLANNING COMMISSION MEETING

Tuesday, August 08, 2023 at 6:30 PM

Chris Letourneau Meeting Room and via Zoom

## MINUTES

**Zoom Details:**

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**Meeting ID:** 616 584 3896 | **Passcode:** 5243524

**Dial by your Location:** 1 929 205 6099 (New York)

**1. CALL TO ORDER - 6:30 PM**

Call to Order 6:30 PM

BOARD PRESENT

Chair Suzanna Brown

Greg Drew

Jared Waite

Tony Heinlein

BOARD ABSENT

Emily Johnson

STAFF PRESENT

Doug Bergstrom, Zoning Administrator/Planning Coordinator

**2. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA**

**3. DISCUSSION**

A. Discuss Town Plan Proposals

- Discussion of companies to

- ReGROWTH submitted proposal for updating the Town of Georgia Town Plan. They had two options: \$20,000 quoted for partial Town Plan assistance and \$35,000 full Town Plan assistance. The \$20,000 level quoted is for basic assistance; while the \$35,000 had more community involvement and would help in finalizing the Town Plan through the approval process. The latter would be preferable given the Planning Commission's interest in including residents of the Town of Georgia in the planning process, as well as the time constraints to get the Town Plan completed in time.

33 - Grant money may be available to assist in the cost of preparing the Town Plan.  
34 -Motion to present proposal to the Selectboard.  
35 Motion made by Drew, Seconded by Waite.  
36 Voting Yea: Chair Brown, Drew, Waite, Heinlein  
37

38 **4. APPROVAL OF MINUTES**

39  
40 A. Planning Meeting Minutes 7/25/23  
41 Motion to approve with no changes.  
42 Motion made by Drew, Seconded by Waite.  
43 Voting Yea: Chair Brown, Drew, Waite, Heinlein  
44

45 **5. PLAN NEXT MEETING AGENDA**

46  
47 A. August 22, 2023  
48 - Discuss proposed changes to Development Regulations.  
49

50 **6. OTHER BUSINESS**

51  
52 **7. DELIBERATIONS**

53  
54 **8. ADJOURN**

55 Motion to Adjourn 7:12 p.m.  
56 Motion made by Waite, Seconded by Drew.  
57 Voting Yea: Chair Brown, Drew, Waite, Heinlein  
58

59  
60 **Posted to the Town website, four designated places within the Town of Georgia (Town Clerk’s**  
61 **Office, Georgia Public Library, Maplefields & Georgia Market), and e-mailed to the local media.**

62 **Signed: Douglas Bergstrom, Zoning Administrator, Planning Coordinator**

63 **Phone: 802-524-3524 | Fax: 802-524-3543 | Website: [townofgeorgia.com](http://townofgeorgia.com)**  
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