**Form Based Code Committee**

**Meeting Minutes**

**March 11th, 2015**

**DRAFT**

Committee members in attendance: Glenn Callahan, Ingrid Nuse, Jollie Parker, Kylie Hill, Brad Moore, Charles Flaum.

Other attendees: Paul Dreher, David Butler (Planning Commission Chair), Charles Gallanter

Paul said that during this meeting he would like to prepare for the public outreach presentation on March 25th. Ingrid Nuse said that Eric offered to facilitate that meeting.

Paul asked for feedback about the presentation at Town Meeting. Jollie said that she was asked why the Planning Commission did not do the presentation and that she did not have a good answer. David Butler said that the Planning Commission laid the ground work for the Form Based Code Committee. Paul said he recommended to the Planning Commission that the non-political body does the drafting of the code. Glenn asked what the general tone of Town Meeting was. Kylie said that it was a lot quieter than she expected. Glenn said that the Committee needs to anticipate the questions that may be asked at the public outreach meeting. David Butler said he would like to see a change in the language of the fact sheet. He would like the fact sheet to say that the form based code is “limited to the village for now” as opposed to saying that the code is “limited to the village”. This is important if we are seeking the support of the town on the matter of code adoption. Another question David said he heard at Town Meeting was “How are we going to pay for this?”. David said that the Planning Commission’s perspective is that we already have employees in town that could start this process. We do not have to hire new staff. David also said that it was important for the Committee to address how Form Based Code relates to the State’s new requirements regarding flood resiliency. In the least, the finished Form Based Code document should refer to FEMA’s flood resiliency construction standards if the construction is happening within the one hundred year flood plain.

Ingrid said that Eric put some thought into a potential outline for the public meeting and shared the outline with the group. Following Ingrid’s presentation of the outline, there was a discussion about the logistics of the meeting, i.e. large group presentation, small group stations, refreshments, length of the meeting, etc. David suggested that Scott makes the slide presentation. Paul said that he will get in touch with Scott. David Butler will do the welcome and introductions. Eric will facilitate the meeting.

----------- Notes taken by: Lea Kilvadyova