

Minutes of the Shaftsbury Planning Commission
June 22nd, 2010
Cole Hall
Shaftsbury, Vermont

Board Present: Norm St. Onge (Chairperson), Chris Williams, David Spur.

Board Absent: None.

Others present: Bill Pennebaker (Ex Officio), Megan Wick-Albert (recording secretary).

1. Call Meeting to Order:

Norm St. Onge called the meeting to order at 7:00 pm.

2. Minutes:

June 8th, 2010

Corrections:

-In Item 3A “because we had no feedback from the DRB” was added. In Item 3B the question marks used as a notation were removed.

-In Item 4A Rob Woolmington was corrected for spelling. “Responsibilities until a new Zoning Administrator is hired” and “Discussed the letter to Rob who advised what to do with town affairs that are ZA responsibilities for the time being” were added.

Chris Williams motioned to approve the minutes of June 8th, 2010 as corrected. Norm St. Onge seconded. Motion approved 3-0-0.

3. New Business:

A. Judicial opinion of the Paulin’s sign ordinance

The board received a copy a “Judicial Opinion” from the ZA, it indicates Paulin’s signs violate sign regulations. Discussion followed on how to properly approach the Paulin’s sign issue and why the permit process was not followed by Tony. Norm asked if Tony had authority to issue a Judicial Opinion as there is nothing in bylaws that supports it. After further discussion it was decided that Norm would send an email to the DRB and ZA explaining that the Judicial Opinion is unclear and appears to be incomplete. The Judicial Opinion references photographs but none are included in the document. The unanimous consensus of the board is that Norm is to contact Rob Woolmington for direction and formally respond to the Judicial Opinion.

4. Old Business:

A. Review revised Highway Access Ordinance – Norm St.Onge

This matter will be discussed next meeting.

B. Review revised Construction in ROW Bylaw – Norm St.Onge

This matter will be discussed next meeting.

C. Subdivision Regulations (pending input from DRB) – Chris Williams

Discussing the open space and lot dimensional requirements chart in the Zoning bylaws, Chris said there needs to be set requirements for residential zoning and to drop the column that

sets a requirement for internal lots lines. This should be determined as the person sees fit. He also said subdivision ordinance and bylaw should be combined.

This will be further discussed at the next meeting. Everyone will look at other towns for examples of how to approach multi-family housing. Norm said he will email Phylis Porio in regards to DRB suggestions about existing municipal infrastructure for adaptive reuse.

5. Other Business:

A. Zoning Administrator hiring process & transition plan – Norm St.Onge

Norm informed the board that two resumes have been submitted. Margy and Phylis will review them and make recommendations or otherwise re-advertise the position. He also stated they should meet with Tony to get ZA paperwork. In the case a candidate isn't active right away they will meet to discuss.

Respectfully submitted,

Megan Wick-Albert