

**Shaftsbury Planning Commission
Shaftsbury Town Hall
Regular Meeting
March 10, 2015**

SUBJECT TO APPROVAL

Members present: Chris Williams, David Spurr, Abigail Beck, Bill Pennebaker

Absent: Shelly Stiles, ZA

1. Call to Order.

The meeting was called to order by Chris Williams (Chair) at 7:03 pm.

2. Approval of outstanding minutes.

No minutes were approved at this meeting.

The approval of minutes from the December 9, 2014 and the January 13, 2015 meetings are outstanding. There was no meeting in February 24, 2015 due to absence of a quorum.

3. Discussion of Town Meeting vote on bylaws.

All of bylaws passes by approximately a 100-vote margin. There was public support.

Williams asked Board how (going forward) the process of bringing the measures to the voters can be more timely and effective.

(Pennebaker arrived at 7:05 pm.)

Spurr recommended to streamline the process to get the next ballot item(s) written and brought the Select Board and the public in time for next election.

Members of the Board received feedback from members of the community after the election who said they voted against the bylaw changes because they did not understand them.

In the future, the Board would like more discussion at Town Meeting on bylaw changes and more detailed information about the changes on the Town website.

Jim Henderson has been contacted to revise and reissue the map to reflect the changes in the Hollows.

4. Reissue land use regulations to reflect latest approved changes

a. Zoning Bylaws

Pennebaker stated that Stiles informed him of a minor discrepancy in the wording of the Zoning Bylaws. Board will try to get information from Stiles to update the record.

Pennebaker asked Williams for a copy of the document on Home Occupations.

As a result of the election, two by-laws were approved, one change to the subdivision regulations, and one change to the map.

Beck agreed to make the changes to the document if she received the most current information.

5. Discussion of fluvial erosion bylaw — Bill Pennebaker

Pennebaker has not heard from Ned Swanberg. Some variation of the Model 3 or Model 4 draft is being used. Model 3 does not include the river corridor, and Model 4 includes it. Pennebaker stated that nothing has changed since Model 3 and 4. Board will have to wait to hear from State.

6. Discussion of sign ordinance —illuminated signs

Williams presented specific wording to change the sign ordinance at the December 9, 2014 meeting. The sign at the entrance of Bennington College was discussed to determine whether it is internally or externally lit.

Spurr suggested that signs have a light distribution of 90% dark/10% light.

Pennebaker read aloud the listing of prohibited signs. Pennebaker believes there is a risk of being specific in wording and it should be left to the Development Review Board (DRB).

Beck suggested that the lighting should be a shade of white.

Williams suggested that the exception could be framed in terms of negative space: that internally illuminated signs are designed around the illumination being negative space, acceptable at the discretion of the DRB.

Pennebaker stated that the wording should include that you cannot see the light-emitting element directly, that it has to be diffusely reflected.

The prohibited list of signs is to include Neon, LED, or lighting of similar technology.

Suggested wording for the list of prohibited signs: Illuminated signs, whether internally illuminated or self-illuminating with LED or neon or similar technology are prohibited, the exception is negative signs where the light cannot be viewed directly with 10% light, at the discretion of the DRB.

7. Other Business

a. Forestry

Beck asked for an update on the Forester (see minutes from January 13, 2015, #5). Williams will discuss situation with a former Forester.

b. Zoning Resolution

Williams reviewed a copy of the Zoning Resolution for an issue under Roadside Commercial Zoning. There is a proposal to make the Old Mill building (aka Wiggins Mill) into mixed-use occupancy, which would be a bakery on one level and a residence on the other level. (This is not the current site of the Vermont Moonlight Cookies bakery, which is near this building and has an upstairs residence in addition to the bakery.)

“Mixed use” is not clearly defined in the Zoning Resolutions.

Conditional uses in the District (6.1.4) include retail service establishments such as caterers and not to include any as deemed to be a nuisance by the DRB.

Williams asked how to look at “mixed use.”

The Roadside Commercial zone definition includes uses listed under the Residential zone, which allows the residential portion.

Spurr suggested that the Board review the zoning district wording to see if there can be some re-wording and clarification.

Williams suggested to clarify and not change the overall intent of the Zoning Resolutions.
Pennebaker stated that the whole document must be read first and that substantive changes are fine but the Board should be careful about it.
Beck will produce an up-to-date copy.

8. Motion to adjourn by Spurr, seconded by Beck. Adjourned by acclamation at 8:30 pm.

Submitted by Jennifer McGean