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# Town of Shaftsbury

## Municipal Offices at Cole Hall

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Shaftsbury, VT  
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### Meeting Minutes

#### Planning Commission

**Date of Meeting:** December 11, 2024 in person at Cole Hall and remotely via Zoom

**Members Present:** Nancy Burns (chair), Zoe Contros Kearn, Emily Cowperthwaite, and Mike Albus. Also present was zoning administrator Shelly Stiles.

1. Call to order

The meeting came to order at 6:00 p.m.

2. Minutes

Mr. Albus moved to approve the October 9 minutes. Ms. Cowperthwaite seconded the motion, which passed 4-0-0.

3. Discussion, rewrite of subdivision regulations

The Commission reviewed and suggested changes to the section "final subdivision plat submission requirements." The Commission also reviewed and made changes to the section "Subdivision Application and Approval Procedure." Those changes are incorporated in these minutes by reference.

The ZA will check the proposed tables in the new section 10 for accuracy.

Several typographic and language errors were pointed out throughout the revised document. They will be corrected in the next version of the draft revisions. Those changes are incorporated in these minutes by reference.

4. Other business

There was none.

Ms. Cowperthwaite moved to adjourn at 7 p.m. Ms. Contros Kearn seconded the motion, which passed 4-0-0.