

**PLANNING COMMISSION**  
**Draft Minutes**  
**July 6, 2016**

**Members Present:** Sally Miller, Susan Boston, Jeff Bendis, Keri Cole, Lowell Gray, Sam Segal, Nick Scheu  
**Members Absent:** None  
**Others Present:** Michael Brands

**I. CALL TO ORDER**

The meeting was called to order at 7:30 pm.

**II. APPROVAL OF MINUTES**

The minutes of the June 1, 2016 meeting were approved as submitted.

**III. NEW BUSINESS**

**A. Town/Village Plan Update**

The Town Planner noted a joint public hearing is scheduled for both Thursday, July 12 & Thursday, July 19, 2016 at 7:00 pm to adopt of the 2016 Town/Village Plan. Both Selectboard and Trustees are required to hold two hearings each and then approve the plan. Once approved, the Two Rivers Ottauquechee Regional Planning Commission will hold a hearing and review process as the final action in the adoption.

Chair Miller noted she will not be able to attend either of the two meetings. She encouraged other members to attend should questions arise.

The Town Planner will be present for both hearings.

The Town Planner also updated the PC on the driving force behind the plan adoption, the redesignation of the Village Center Designated area. The process is much more detailed than the original designation in 2006 or the first renewal in 2011. An inventory and corresponding map of all business and residential uses within the designated area are required. A list of all ADA permits issued within the area is also required. Support statements noting events that promote business in the area are documented. Directly after the TRORC approves the 2016 Town Plan, the renewal application will be submitted to the State to meet the August 1<sup>st</sup> deadline.

The PC asked for a copy of the application. The Town Planner noted this will be a lengthy submittal, but everything should be available in a digital form. There would also

be no time for changes as the deadline threshold is only a matter of days. A digital version of the application will be sent to all PC members at time of submittal.

## **B. Town Zoning Regulations**

### **1. Map Changes**

The PC discussed potential zoning map changes.

At the June meeting, Gray Perkins of South Woodstock asked to change the zoning of his 0.4 acre property from Residential Low Density to Hamlet Commercial. The HC designation would allow commercial activities such as an office and a general store. Mr. Perkins would like to rent the building which abuts the South Woodstock Country Store as office space.

Concerns of a second store or larger store if the two lots are combined was discussed. A suggestion to add a square foot limit to the general store definition was made. The definition states “small” but does not set a limit. For example, the Light Commercial/ Light Industrial zone has a 3000 square foot limit for retail uses. Discussion followed.

**Mr. Gray moved with a second by Ms. Boston to change the zoning of the 0.4 acre Perkins property to Hamlet Commercial. The motion passed with a 7-0 vote.**

The PC then reviewed a potential zoning change for the Stott property located at the bottom off of Westerdale Road. The Town Planner noted the property was sold at a tax sale last week. The person who had asked for the change in zoning did not bid on the property. It was also noted a number of neighbors would not support the proposed change from Residential Five Acres to Residential Low Density. Therefore, there was no action taken.

The discussion took into consideration the neighboring properties. Do the Halle/Barry and Adams parcels, located just south of the Stott property need to retain a commercial designation? There is no commercial activity or intent to have commercial activity on either lot. A change to Residential Low Density would allow the same density for future residential development as the current zoning Business Service / Light Industrial.

The Town’s Highway Garage is also zoned BS/LI. A new zone, Community, created for the Village snow dump located off of Route 4 East would be a more logical designation as the property is owned by the Town.

The sense of the PC is to approve the proposed zoning changes for the Halle/Barry, Adams and Town properties. The owners need to be informed.

The Lincoln Inn, next to the covered bridge, is also zoned BS/LI. Should this be rezoned to the Inn district or leave it as is? After a lengthy discussion, there was no resolution. The owners should be questioned for their input on the matter before further action.

A third area is the Taftsville Residential Office zone. An owner of a one acre parcel is asking to add single bedroom apartments to his building. He currently has three units and is requesting to add two more units. The Town Planner felt it unlikely the TDRB would approve a variance request to add more units. Section 530 Multiple Low Occupancy Apartments allows up to four units within existing buildings for all commercially zoned properties with the exception of the Residential Office zone. Adding the RO zone to this section would allow more low occupancy apartments which are needed in the Town. The PC asked for more information. The Town Planner suggested the owner come to the August meeting.

**2. Flood Hazard / River Corridor**

Due to an error in the PDF process only one page of the eight page regulation and one page of the five page definition section were transmitted. The documents will be re-sent and reviewed at the August 3, 2016 meeting.

**IV. OPEN DISCUSSION**

Mr. Sheu, a long term PC member, stated this is his last meeting. He thanked the commission for many years of good work and Chair Miller for her guidance. The Commission thanked Mr. Sheu for his many years of service and wished him the best of luck in future endeavors. The Town Planner noted that an ad has been placed in the paper.

**V. NEXT MEETING**

The next regular meeting is August 3, 2016. Ms. Boston stated she will not be present.

**VI. ADJOURNMENT**

The meeting adjourned at 8:30 pm.

Respectfully submitted,

Michael Brands, AICP  
Town/Village Planner