

# Dummerston Planning Commission

## Unapproved Minutes

May 3, 2011

Meeting was called to order at 6:00 at the Dummerston Town Office by Cynthia Wilcox

**Members Present:** Debra Forrett, Regina Rockefeller, Steve Glabach, Matthew Hoffman, Cynthia Wilcox, Sam Farwell, Bill Schmidt, Rich Cogliano

**Absent:** Anna Marie Pluhar

**Also present:** Charlotte Annis , Zeke Goodband, Maria Glabach

1. **New member introductions:** everyone introduced themselves
2. **Commission organization/ election of officers**  
Chair: Bill nominated Cindy; Mathew seconded; no other nominations;  
Vice-chair: Sam nominated Matthew; Reg seconded; no other nominations  
Clerk: discussion of hiring someone to take notes; Cindy stated Anna Marie had volunteered to take notes; Steve nominated Anna Marie; Mathew seconded; no other nominations  
Chair of DZBC: Reg is the current chair but will be stepping down from Planning Commission and DZBC in June; Reg suggested that the subcommittee will elect its chair at its next meeting.
3. **Public Comment:** Cindy invited those present; no one wished to speak
4. **Minutes:** from last meeting, on April 5, 2011  
Corrections: none  
Motion to accept: Reg  
Seconded by: Debra  
motion passed unanimously
5. **Mail & upcoming conferences:** Matthew and Cindy spoke of TOEC classes they attended; Cindy liked the Act 250 class; Charlotte agreed that the ANR website is much improved; Matthew liked meeting other officers from other towns; Reg agreed that the networking was valuable.
6. **Subcommittee/ Taskforce Reports**
  - a. **Zoning Bylaw Update Committee:**  
Reg reported: event permits; Greg Brown presented his research; committee refined the language; Charlotte brought solar panels to the committee's attention; definition for degree of nonconformity; waivers; accessory apartments; signs- bylaws are contradictory; next meeting 5/23 6:30 at Town Office; Steve asked if there was a draft; Reg said there is, and the next step is to present the draft to the PC; Bill asked about a deadline in the statutes for bylaws to be in compliance with the town plan. Reg suggested we call the secretary of state's office; Cindy said she hoped the first phase would be done by 9/1. Charlotte and Reg agreed that the second phase could not be completed by 9/1. Reg explained the need on the committee, with her planned resignation, is for some members to step up to working on the draft, and facilitating the meeting. Steve brought up the question of the deadline and Cindy said she would follow up and report.

**b. Corridor Studies/Rtes 5 & 30:**

Steve reported; held 3<sup>rd</sup> and final Rt. 5 meeting; next meeting on Rt. 30, 5/10 6:30 at Community Ctr. Goal is to be done by the end of the summer. General discussion of Rt. 5 setbacks.

**c. Historic Settlement Area boundaries:**

Cindy and Sam reported: approx. 20 people attended, concerns were raised about not knowing what the implications of being in the district would be; the word "Historic" caused some confusion as to the purpose of the district; Reg suggested "Village Settlement District" as the name we should use. Tentative boundaries were established at the meeting. Next meeting is 5/31 at 7:00 for West Dummerston at the Community Ctr. Cindy suggested following up with residents after the PC has more suggestions on zoning.

**d. Procedures Manual:** Deb took a headcount of members who need copies of the statutes and "Essentials of Local Land Use"; she will purchase them if necessary.

**e. Agriculture Subcommittee:** first meeting Monday 5/16 7:00 town office

**7. Procedures Manual and other materials for members:**

Cindy acknowledged Matthew's contribution, by email, of links to useful information for new PC members, and thanked him for it.

**8. Other PC Tasks from the Town Plan:** everyone has the list of action steps generated by a previous member of the PC.

**9. Other Business:**

Sam asked if the Rules of Procedure needed to be updated; general agreement that they need to be looked into.

Bill brought up the time of the time of meeting; general discussion of time and day of week; decided on 6:30 start time with definite stop time of 8:00; discussion of the possibility of meeting on another day (Thursday) so that Rich can get to Fire Dept. trainings on Tuesdays.

Motion to adjourn: Steve

Seconded: Rich

Meeting was adjourned at 7:45

**10. Next meeting:** June 7, 2011 -- 6:30-8:00 !

Submitted by Sam Farwell