

# Dummerston Planning Commission

## Approved Minutes

January 3, 2012

Meeting was called to order at 6:30 at the Dummerston Town Office by Cynthia Wilcox

**Members Present:** Rich Cogliano, Sam Farwell, Deb Forett, Steve Glabach, Andrew McFarland, Annamarie Pluhar, Cynthia Wilcox, Bill Schmidt

**Absent:**

**Also present:** John Bennett, Charlotte Annis, Maria Glabach, Gail Sorenson.

### 1. Public Invited to make comments

### 2. Conversations with John Bennett, Windham Regional Commission; Charlotte Annis, zoning administrator and Alan McBean, prior zoning administrator, regarding Dummerston's Zoning Bylaw, recommendations for its amendment and for best uses of the Municipal Planning Grant to that end.

Alan McBean was not able to attend.

John talked about the planning process. Dummerston has a number of moving parts. He has worked with the Bylaw subcommittee. There is also the corridor study going on. Municipal Planning grant involves draft language revisions for the bylaw and mapping. There are about 80 hours of WRC time left, with 20 hours reserved for the mapping. This leaves somewhere around 60 hours for John to devote to helping the DPC with the bylaws. State needs to see a completed hearing draft of bylaws for the purpose of the grant. This needs to be done by May 15 but it would be good to be done sooner. The key pieces are the boundaries and land uses for the districts.

John suggests that a good way to start working on revisions to Article 2 is to look at the existing map and look at future land use map to describe what the boundaries should be in general.

Appropriate order of decision that needs to be made:

- Define districts
- Define uses
- Define boundaries
- Define densities

John is the keeper of the Bylaw draft. Best way to use John's time might not always be attending meetings. He suggests a mixture of attending DPC meetings and meeting with a subset of DPC during the day.

Bill suggests that each person take on responsibility for learning about a single district thus becoming the DPC's point person. Still, we all need to be familiar with the current zoning and the reason for a departure from the current bylaw.

The DPC charged John Bennett with drafting bylaw language and format for each of the districts described in the Town Plan, with the uses as put together in the Matrix, to leave a blank spot for densities, and to insert questions as they occur to him. In addition the DPC asked him to indicate if he sees issues in the Town Plan. He will do this by January 12<sup>th</sup>.

Andrew moves that those who are willing to take a district and learn it where we've been and where we need to go based on the town plan. Cynthia seconds. Motion passes.

DPC members divided the task as follows:

Rich Cogliano: Rural Residential  
Andrew: Rural  
Annamarie: Residential  
Bill: Resource and Ag Overlay, Connecting Habitats  
Cindy: Historic Settlement  
Deb: Conservation  
Sam: Commercial/Industrial  
Steve: Rural Commercial

Charlotte reports on these issues that she sees for the bylaw revision. DPC needs to look at how non-conformities are addressed in Dummerston, also Home business, waivers, Certificates of Occupancy and subdivisions.

### **3. Schedule for the next four months**

(This wasn't done completely. Scheduled to the first week of March.)

Jan 18: Conservation, Resource and Ag Overlay and Rural  
Feb 7: Rural Residential, Residential, Rural/Commercial  
Feb 15: Connecting Habitats, Commercial/Light Industrial, Historic Settlement Districts  
March 5<sup>th</sup>-9<sup>th</sup>: Mapping meeting/boundary lines

### **4. Minutes/Meeting notes of December 15, 2011**

Andrew moves that we amend the draft minutes to include the phrase "these businesses do not depend on customer traffic to or from the premises." is added to Section 605 Home Occupations. Deb seconds. Motion passes. Minutes accepted as amended.

### **5. Zoning Updates Zoning Updates: Home Enterprise/Home Business – continued work on Draft**

DPC agreed to table work on this bylaw until after the work on Article 2 is completed. Most likely will pick it up again in May. In discussions of Home Enterprise bylaw before we decided to table it we agreed that during our 12/15 we had reached a consensus that there needs to be a "grandfathering" mechanism for existing businesses to get permits during a set time period without a DRB hearing

### **6. District Uses Matrix**

These will be looked at as part of the work each DPC member will do on a specific district.

### **7. Other business**

Deb raises the question about the process for adding a member to the Planning Board. It is a consensus of the DPC that we should make an effort to look outside the usual people who serve on committees and boards to find Dummerstonians to serve. We also asked that Cindy forward information about the nomination process and Selectboard interview schedules when she receives them.

### **8. Next meeting: January 18, 2012**

### **9. Adjourn**

Submitted by Annamarie Pluhar