

**Town of Danville  
Planning Commission Approved Minutes  
Thursday, November 9, 2017  
Danville Town Hall 7:30 pm**

**Present:** Glenn Herrin, Jeff Paquet, Kate Whitehead, Vince Foy

**Guests:** Ted Chase (DRB)

Jeff opened the meeting at 7:30pm

**Joint Meeting**

Ted Chase suggested an annual joint meeting between the Planning Commission, Development Review Board, Selectboard and Conservation Commission per the recommendation of the Vermont Cities of Leagues and Towns. The beginning of the year or in the fall when the budget was being prepared were two suggested times for the meeting to be held.

**Approval of Minutes**

Revisions: Added subdivision bylaw amendments to the public hearing held on December 14, 2017

Motion made by Jeff Paquet to approve the minutes of October with revisions, motion seconded by Glenn Herrin. Motion carried.

**Zoning/Subdivision Bylaws**

The PC discussed the use and frequency of variances granted during the permitting process, the established setbacks particularly around Joe's Pond have required variances for multiple projects (fences, garages). Per NVDA, zoning should be updated so that variances or waivers are not needed. Glenn presented the public hearing notice for the zoning bylaw amendments, to be held on Thursday, December 14, 2017 at 7:30pm in the Town Hall. The proposed bylaw amendment clarifies definitions, products, and processes involved in subdivisions. A public hearing for the sign bylaw proposal will be held in conjunction with the subdivision hearing.

**Road Upgrades**

The Selectboard has requested guidance on upgrading Class 4 to Class 3 Roads. Glenn researched best practice and model language from other communities and prepared a draft guide. He recommended presenting the document as a guide rather than a police. The guide includes criteria that can be used to assess and evaluate whether or not the upgrade would serve the public good. The document provides a list of considerations (both positive and negative factors) to assess the impact of a road upgrade on the public good. Those considerations include cost, increased access (for landowners), increased traffic, development and public safety. The PC went through a sample process with the North Shore Road in West Danville. After final review and revisions, the guide will be presented to the Selectboard.

Jeff Paquet made a motion to accept the guide, motion seconded by Vince Foy. Motion carried.

**Better Connections Grant:**

The PC discussed the Better Connections Grant Application and decided to approach the grant with a focus on developing an Activity Center Plan. The Activity Center planning would result in a vision of the physical environment for the village, West Danville down to Marty's and out past the school to the Rail Trail. An activity center plan could include detailed strategies for improvements to multi-modal connectivity, rehabilitation of buildings (railroad station), improved streets, parks, open spaces (both long and short term goals) for public and private investment. The application was reviewed and sections assigned. A pre-application meeting will be scheduled and the group will reconvene at the next working meeting on November 30<sup>th</sup>.

**Meeting Schedule:**

Thursday, November 30, 2017 at 7:30pm at the Town Hall (Working Meeting Better Connections)

Tuesday, December 14, 2017 at 7:30pm at the Town Hall (Public Hearing & Planning Commission Meeting)

Meeting Adjourned at 8:30pm

Respectfully submitted by Kate Whitehead