

**Town of Danville
Planning Commission Meeting
Draft Minutes
Thursday, January 24, 2019
Danville Town Hall 7:30 pm**

In Attendance: Glenn Herrin, Kate Whitehead, Jenni Lavoie, Vince Foy, Henry Pearl, Jeff Paquet, Michael Hogue

Minutes

Henry Pearl made a motion to approve the meeting minutes of December. Jenni Lavoie seconded. Jeff abstained. Motion carried.

Village to Village Project Update

Vermont Integrated Architecture has completed draft sketches of the RR station. A draft economic development analysis with economic development recommendations for Danville has also been completed. The Village to Village Committee has done an initial review of both documents and has provided feedback. Second drafts will be presented at the next steering committee meeting on 2/21. The Village to Village project was presented at a school staff meeting in December. A student at Danville will assist with the Wayfinding component of the grant as part of their senior project.

West Danville Village Center Application Review

The PC reviewed the draft application; cover letter & boundary map. Proposed boundary map includes extension to the daycare, beach, garage, Methodist church, antique store and Point Comfort. The application packet will also include the zoning map and supportive language from the Town Plan. Glenn will present the application to the SB on 2/7 and will include those minutes in the application packet. Glenn will plan to meet with the Downtown Review Board in March.

Zoning Bylaw Update

Admin processes will be discussed at February's meeting. Michael presented draft Design Control language and shared Shelburne's manual for design control as a model. He suggests forming a Design Control Advisory group/committee of 3-4 people to review permits for projects within these districts and provide recommendations to the DRB.

Officer Positions

Glenn will continue as the PC Chair and Kate will continue as Secretary.

Additional Comments/Discussion

Jeff Paquet moved to reimburse the secretary position an additional \$5.00 per meeting for minutes and preparation. Jenni Lavoie seconded. Motion carried.

Next Meeting:

Joint Meeting of Committees, February 7, 2019 at 6:00pm at the Danville Town Hall
Planning Commission Meeting, February 28, 2019 at 7:30pm at the Danville Town Hall

Meeting adjourned at 8:54pm

Respectfully submitted by Kate Whitehead