

**Town of Danville
Planning Commission Meeting
Draft Minutes
Thursday January 23, 2020
Danville Town Hall 7:30 pm**

Attendance: Glenn Herrin, Jenni Lavoie, Kate Whitehead, Vince Foy, Jeff Paquet, Mark Nicholson, Michael Hogue

Glenn opened the meeting at 7:30pm

Minutes

Jenni Lavoie made a motion to approve the minutes of December. Vince Foy seconded. Jeff Abstained. Motion carried.

Village to Village Project Update

The FHA has approved the request to experiment with advisory shoulders on Peacham Road. The Town has allocated \$5,000 for the Danville Activity Center Plan implementation activities. A committee has been formed to move the 12-month priority action plan forward. Priority focus areas can be found on pg. 80 of the Activity Center Plan.

Zoning Administrator Nomination

Glenn Herrin moved to nominate Audrey DeProspero to the SB as acting Zoning Administrator. Jeff Paquet seconded. Motion carried.

Zoning Bylaw Update

Discuss Certificates of Compliance/Occupancy

Change language to read "Certificate of Occupancy" to be consistent with state & include new language in section 810.6 – applicant will be subject to penalties if certificate of compliance is not submitted.

Discuss non-standard developments

PC discussed housing project east of Danville Green. Project within Village & Residential District. One parcel with nine buildings. Proposed footprint and impervious surface is > max allowed within districts. Development includes multi-family dwellings, land in common and home owners association. PC discussed non-conforming reasonable development (pg. 40). Need for approval/review process for development (i.e. orientation of buildings & garage, square footage & area, storm water management). Draft process = submit application as a "Reasonable Project" seeking limited conditional use. Section 309 draft review process:

- SB unanimously supports/approves concepts

- PC reviews & determines projects alignment with the Town Plan. Writes a letter of support.
- Project review goes before the DRB
- SB reviews PC & DRB review & votes

Review current draft of Zoning Bylaw

Reviewed changes and continued discussion:

Section 404: Location of driveways & road line intersection definition

Section 510: Referring to rear setback as a side setback

Section 702: Rural residential Clustering – move to village?

Section 903: Separate section addressing signs that require a permit

Finalize final draft zoning bylaw in February. Public Hearing to be held in March.

February:

2020 Priorities\Schedule

Certified Local Government Program

Meeting adjourned at 9:30pm

Next Meeting:

February 27, 2020 7:30pm Danville Town Hall

Respectfully submitted by Kate Whitehead