

Danville Planning Commission April Meeting Minutes April 24, 2025 - 7:30PM

PC Members in Attendance: Judy Corso, Vince Foy, David Kyle, Greg Prior **PC Members Absent** - Alison Despathy (Chair), Kate Whitehead (Secretary), Dawn Brittian

Meeting Opened 7:40pm

1. Changes to the Agenda

Add an “Old Business” requested.

2. Review and accept minutes from March PC meeting

David Kyle moved to accept, Vince Foy Seconded – unanimous approval to accept

3. Public Comment – Beginning Meet

None

4. Discussion & amendment for boundary line adjustments based on new proposed language

A new version of the previously considered boundary line adjustment language (701.2 / 701.3) was offered (*below*). The logic was accepted but there were concerns expressed with the wording / language. David Kyle offered to rewrite and create lines of communication to streamline approval for his rewrite before the May meeting.

Alison Despathy - Apr 20 at 9:50 AM

At our last meeting we approved the following language to amend the existing zoning bylaw in our next bylaw update. After reviewing this with our Zoning Administrator, Dennis and DRB Chair Brian, we adjusted the language for further consideration- see below. I am hoping the PC can review this proposed language to determine if you find it acceptable to replace the currently approved language.

Currently approved language to amend the bylaw:

701.2 A subdivision which adjusts a boundary line between two lots and results in lots that conform to district standards, or reduces the nonconformity of the existing lots, shall be considered a Permitted adjustment. The Zoning Administrator shall issue the permit without requiring a Development Review Board hearing unless there are other considerations.

701.3 Applications for all subdivisions of land other than Permitted boundary line adjustments shall be subject to Site Plan Review by the Development Review Board after public notice and hearing. In accordance with 24 VSA §4464(a)(1), the warning period for the public hearing shall not be less than 15 days.

Proposed Language to be considered for approval to replace the language above. It adds a five year period from last subdivision for ZA approval and requires the ZA to contact the abutters about the issuance of a permit

701.2 A subdivision which results in the division of one lot into two lots which are outside of a five-year period from the date of last subdivision regardless of the owner, or adjusts a boundary line between two lots and results in lots that conform to district standards, or reduces the nonconformity of the existing lots, shall be considered a Permitted adjustment. The Zoning Administrator shall issue the permit without requiring the Development Review Board hearing unless there are other considerations. Any subdivision approved by the Zoning Administrator; copies of the permit shall be mailed by the ZA to all abutters upon issuance of the permit.

701.3 Any other subdivisions of 2 lots or more shall be subject to Site Plan Review by the Development Review Board after public notice and hearing. In accordance with 24 VSA §4464(a)(1), the warning period for the public hearing shall not be less than 15 days.

5. Ethics Training for Planning Commission - conversation and vote

There was a query as to whether the team would like to attend online training as a group. A counter question was made as to whether the online training format allows group participation. An agreement was reached to schedule group online training 30 minutes before the May regularly scheduled meeting, with a group approach if training format allows.

6. Organizational Charts and Tables to be considered for the next zoning bylaw update

Hinesburg and Calais case studies (*below*) were evaluated for preferred format and possible adoption into Danville's next Zoning ByLaw update. The consensus was that the charts could be very valuable in the bylaws but the links spoke more to process and likely would be best as a Zoning Administer's resource (handout or online page) separate from the bylaws. Judy Corso offered to begin converting the two town charts into Danville specific documents.

Alison Despathy - Apr 20 at 9:52 AM

In the Calais and Hinesburg zoning bylaws, there are several tables and charts that help to summarize information and offer clarity for landowners, the ZA and the DRB. I was hoping the PC could look at a few of these to see if they make sense to you to be adjusted for Danville and included in the next zoning bylaw update.

Calais Zoning Bylaws- [https://www.calaisvermont.gov/vertical/sites/%7B226D684E-C864-4AFA-B4A5-59BE32741B77%7D/uploads/1.8.24_FINAL_Amendment_to_Calais_LUD_Regulations_to_vote\(1\).pdf](https://www.calaisvermont.gov/vertical/sites/%7B226D684E-C864-4AFA-B4A5-59BE32741B77%7D/uploads/1.8.24_FINAL_Amendment_to_Calais_LUD_Regulations_to_vote(1).pdf)

Page 9 has Table 1.1 - Uses Which May Be Subject to State Agency Permits

Page 13 has Table 1.2 - Municipal Permits and Approvals

Page 33 has a Quick Reference Chart of Flood Hazard and River Corridor Overlay uses. This may also be useful to have for Danville's Shoreland Overlay.

Hinesburg Zoning Bylaws-

https://www.hinesburg.org/sites/g/files/vyhlif6691/f/uploads/zoning_122524_0.pdf

Page 5 - Table 1 offers a summary of district standards.

7. Old Business:

Joes Pond Shoreline - There is a perception that there may be a speaker for shoreline policy next meeting (DRB). The hope is to have DRB help define need and path forward not only with shoreline policy but also improve general team tools and communications.

Waste Water – Requested was made to acquire the latest waste water report to allow the Planning team to stay abreast of efforts and progress.

The February 2025 meeting minutes are pending a date modification (calling 2024 versus 2025). Consensus is to simply modify and submit to Town for upload, no formal approval required for the correction.

9. Public Comment - End Meet

None

Meeting Closed 835pm