

Shaftsbury Planning Commission
Shaftsbury Town Hall
61 Buck Hill Road

April 14, 2015
DRAFT

Members Present: Chris Williams, (Chair), David Spurr (Vice-Chair), William Pennebaker
Absent: Abigail Beck
Others Present: Shelly Stiles, ZA

1) The meeting was called to order at 7:02 p.m.

2) Minutes:

The March 24, 2015 minutes were distributed. Mr. Spurr moved and Mr. Pennebaker seconded that they be approved. Approved 3-0.

The group reviewed the March 10, 2015 minutes. Stiles will try to find out what was referred to in item 4 as “minor discrepancy.” Mr. Spurr moved and Mr. Pennebaker seconded to approve the March 10 minutes, which were then discussed: Mr. Pennebaker reported he did not make a statement re “you cannot see light-emitting element.” The statement was changed to “It was stated that the wording should include...” Also in item 7, the word “substantive” in “whole document must be read first and that substantive changes” was changed to “non-substantive (minor) changes”. The minutes were approved as corrected 3-0.

The December 9 and January 13 minutes were tabled for lack of a quorum of those present at those meetings.

3) Review of land use regulations.

Mr. Williams reported some agreed-upon changes seemed to have been lost in the emailing back and forth of the revisions. He will work with Ms. Beck to recover those changes and give the document a final clean-up.

4) Sign ordinance.

Mr. Williams pointed out that Arlington, the county town most like Shaftsbury, does not permit internally lighted signs.

The Shaftsbury Sign Ordinance Section 3.8.2 reads “internally illuminated signs are not permitted.” There was a discussion as to whether that section referred only to 3.8 – signs with deflectors.

Mr. Williams suggested the PC had three options: make no change, move 3.8.2 to 3.1 (prohibited signs); and move 3.8.2 to 3.1 and add clarifying examples of what internally illuminated signs are. Mr. Pennebaker thought the second option was in a gray area, and that the third was not permitted. He suggested asking the Town’s attorney. Mr. Williams will craft language capturing the third option and share with the Town’s attorney to find out if it is “minor” or “substantive.”

Mr. Spurr moved that the PC move 3.8.2 to 3.1 and offer examples of what internally illuminated signs are, if approved by legal counsel. Mr. Pennebaker seconded. The motion passed 3-0.

The ZA was encouraged to have a look at the signs on the Urban and Endless Spring establishments.

5) Zoning forms

Mr. Williams was concerned that existing forms might open Town to liability. Various changes were suggested, including: Town should require RBES certification (or at least, we should warn applicants that these regulations are now the law, unless the home is built by the owner); the building permit should be a "zoning permit;" the C of O should be a Certificate of Zoning Compliance and should include the language "does not certify setbacks or height. These are the responsibilities of the owner." It was agreed that the forms should give folks a better sense of what lies ahead for them and just what they need.

Stiles will draft some revised forms for review at the next PC meeting.

6) Other business

Stiles will follow up with county forester Kyle Mason.

Mr. Williams spoke with Jim White about the Shaftsbury Town Forest, learning it had been deeded to the town by a widow. He wondered what possibilities it offers. He and Mr. Spurr will try to organize a trip to the site, to flag the boundaries and get a sense of the lay of the land.

Mr. Pennebaker still hasn't heard from Ned Swanberg about river corridor bylaw language.

The meeting was adjourned at 9:05 p.m.

Notes taken by ZA Stiles.