

**CITY OF VERGENNES
PLANNING COMMISSION
MINUTES
SPECIAL MEETING
MONDAY, FEBRUARY 6, 2012**

Members Present: Shannon Haggett-Chair, Jason Farrell (6:35 p.m.),
Alexandria McGuire, Morgan Kittredge, Mike Winslow

Members Absent: Stacy Raphael, Ex-Officio Member David Austin

Also Present: Mel Hawley, Zoning Administrator

Shannon Haggett called the regular meeting to order at 6:15 p.m.

The minutes to the special meeting of January 30, 2012 were reviewed. Alex suggested a few spelling and grammar changes. Mike pointed out the wording of both Section 1604.F.5 and Section 1609.F.2.c did not reflect the outcome of the discussion. The minutes should be amended to read as follows:

Section 1604.F.5 - Change to read “New buildings shall contain a minimum of two (2) stories (see Section 1617. Illustrated Guidelines for graphic representation). In the event of a catastrophic disaster, building height of the damaged structure must be maintained at a minimum, or must be comparable in mass, form, scale with the damaged structure. All proposed single-story buildings must get waiver from the Board.”

Section 1609.F.2.c - Change to read “In the event of a catastrophic disaster, building height of the damaged structure must be maintained at a minimum, or must be comparable in mass, form, scale with the damaged structure. All proposed single-story buildings must get waiver from the Board.”

Alex moved to approve the minutes with the aforementioned amendments. The motion was seconded by Mike Winslow with all voting in favor.

The Planning Commission reviewed changes made during last meeting and everyone agreed that these changes were accurate with one slight change to the following:

Section 1508 – Move the second sentence beginning with “Pursuant to...” to a note at the end of the section rather than as a separate subsection.

Mel brought a few other “non-housekeeping” matters to the attention of the Planning Commission for discussion.

To be consistent with BED AND BREAKFAST and BOARDING AND ROOMING HOUSE, the definition for an INN will allow the use to be in either a one-family or two-family dwelling.

Section 607 – 2nd paragraph – The timeframe to file a notice of appeal is 30 days - not 15 days.

Section 902.C.10 – Replace “120 days” with “180 days.”

Section 903.H.2 – Since the City of Vergennes is a member of two union school districts, the Planning Commission discussed whether or not this subsection on school site dedication should remain in place. They ultimately decided it should remain because it was not mandatory.

Section 1402 – Replace “reconstruction” with “structural alteration.”

Section 1502 – Change to read “One structure exceeding three hundred (300) square feet in area erected for the temporary storage of motor vehicles or other materials between October 15 and May 15 shall not require a zoning permit. Such structures remaining erected beyond this time period shall require all applicable permits and approvals.”

Section 1507.6 conflicts with Section 1306.C.1 (15 feet or 20 feet maximum for ground signs.) It was decided since the maximum height for a ground sign is addressed elsewhere in the regulations, this subsection was deleted.

Alex made a motion that the amended City of Vergennes Zoning and Subdivision Regulations be approved for a public hearing to be held on March 19, 2012 at 7 p.m. Mike seconded the motion with all voting in favor.

The next meeting of the Planning Commission will be held on Monday, March 19, 2012 at 6:15 p.m. just prior to the public hearing.

The meeting adjourned at 7 p.m.

Respectfully submitted,

Mel Hawley, Clerk