

Members Present: Martha Varney, Mark Hunziker, Mark Kane, Greg Heyer, Richard Wimble

Public Present: Amber Soter, Zoning Administrator

7:02 PM- **G. Heyer** called the meeting to order.

7:04 PM - **M. Varney** moved to approve the minutes from November 17, 2015; **M. Hunziker 2nd**. All in favor.

7:05PM – This meeting was a continuation of the November 3, 2015 Planning Commission meeting and was dedicated to evaluating a list of items presented to the Planning Commission from **S. Taylor & A. Soter** of Development Regulations that could potentially need some fine tuning, clarification or editing. The items listed are questions posed to the Zoning Office and DRB and warranted discussion. The board started to work on the list and thoroughly discussed each item in detail. The items discussed in this meeting were the following:

1. Gas Station signage, how to regulate and enforce signs, whether internally illuminated signs are going to be permitted. Discussion of limiting the illumination to certain districts in town and then discussion of how this would apply to gas station signage. **A. Soter** is going to contact the NRPC to discuss a recent court hearing regarding signs to insure our regulations are in conformance.
2. Abandoned structures, replacement homes & replacement structures. Reworking of definitions and regulation verbiage regarding when these would apply and how to enforce and apply regarding permitting.
3. Conditional Use was discussed and a proposal of amending the verbiage so that if the use is abandoned for a certain time frame, it isn't automatically approved if an applicant wants to re-activate an abandoned use.
4. Sidewalks, when to require them, when not to. Discussion of whether an impact fee for sidewalks is plausible when deemed appropriate. This needs more research and discussion. Also discussion on Administrative Review and how to handle sidewalk necessity.
5. Discussion of duplex's being administrative review as well as their lesser impact fee.

The Planning Commission's next scheduled meeting is December 15, 2015.

General Planning Commission Business and future agenda discussion.

9:03 PM- **M. Hunziker** moved to adjourn; **M. Kane 2nd**. All in favor.

Respectfully submitted,
Amber Soter, Planning and Zoning Assistant, Zoning Administrator

Signed: _____ **Date:** _____
For the Planning Commission

These draft minutes are unofficial until approved at the next regularly scheduled meeting. All motions were unanimous unless otherwise indicated.