

**TOWN OF ST. JOHNSBURY**

Planning Commission

St. Johnsbury, VT 05819

Regular Meeting Minutes – Approved Oct. 18, 2016

Tuesday, September 20, 2016

7:00 PM – Welcome Center

Present: Susan Cherry, Chair; Ben Copans, Vice Chair; Willie Nickerson, Secretary; Ed Behr; Amy Davis. Absent: Jim Brown. Guests: Maurine Hennings, Richard Smith

- I. Approval of Minutes: Ed moved to approve the minutes of the July 19, 2016 meeting. Ben seconded. Minutes approved unanimously.
- II. Town Manager's Report – Joe Kasprzak: Susan reported that Joe was unable to make the meeting and his report would be e-mailed to us after the meeting for review.
- III. Town Plan Draft: Susan reported that we revised the Town Plan to make it smaller, but in doing so, it was hard to read and understand. We went back to something closer to our original format, and it received positive feedback from the Economic Restructuring Committee. We are missing some mandatory pieces required by state law that we will need to ensure are there. We need to more clearly define our goals and policies to tell the St Johnsbury story and make it appealing for people and business to move here. Willie will work on getting PDFs of maps together to include in the Town Plan. Ed and Susan will sit down to work out some language for the Plan. On Monday, October 3, 2016 from 5 to 7PM at the Welcome Center, the Planning Commission will host and Open House for people to come by and ask questions of the plan.
- IV. Zoning Administrator Report – Maurine Hennings:
  - a. Currently, conditional or non-conforming use permits run in perpetuity with the property. Some properties have outgrown what they were originally permitted for, but there is no opportunity for the public to have input on the business later on down the road. She would like the Planning Commission to consider a Bylaw that would require re-application of the permit when the property transfers ownership.
  - b. Fee Schedule – Maurine has been reviewing the fee schedules. Some of the fees do not match with the fees in the ordinances. We should consider updating the ordinances or eliminating the fees from the ordinances.
- V. Other Business: None
- VI. Adjournment: Ed moved to adjourn. Ben seconded. Meeting adjourned.

Respectfully Submitted,

Amy E. Davis, substituting for Secretary, Willie Nickerson