



TOWN OF ST. JOHNSBURY

Planning Commission
St. Johnsbury, VT 05819
Tuesday, January 15, 2019
7:00 pm,
Regular Meeting
Welcome Center – 51 Depot Square

DRAFT/UNAPPROVED MINUTES

Members Present: Jim Brown, Chair x Ben Copans Vice chair X Ed Behr
Bud Stevens Lawrence Dolan Open Open

1. Convene meeting. The Chair, Jim Brown, convened the meeting to order at 7:05 pm; he stated there was no quorum so no official business could be conducted; members of the public present were Elizabeth Merritt, Stephen Robertson, Helen Robertson and Maurice Chaloux; Paul Berlejung, zoning administrator, and Irene Nagle of NVDA were present.
2. Review agenda. Assistant town administrator Joe Kasprzak asked for and would be granted time to speak to the Design Control District/Designated Downtown District and TIF (Tax Incremental Financing).
3. Approval of minutes. Because there was not quorum the minutes of the November 20, 2018, and December 18, 2018, meetings could not be approved.
4. Industrial zone. Mr. Robertson submitted eight pages of additional information in support of his request to build a funeral home, commercial event center and one-family dwelling in the northern industrial district. It was decided the term “residence associated with a business” would be better than “attached” that would be added to conditional uses in the industrial districts as well as the addition of funeral home(s). The chair will make efforts to have a special meeting to approve the changes on January 22 or January 29, 2019.
5. Assistant town administrator’s report. Joe Kasprzak explained he would be asking the PC to amend the Design Control District to conform to the Designated Downtown District and the TIF boundaries.
6. ZA report. 110 zoning applications were made with 108 being issued in 2018. 28 certificates of compliance were issued. 15 matters were referred to the DRB for their consideration. The long term leasing registration program has been successful.
7. Storage units/self-storage units. This matter was deferred for due to other timely important matters to consider.
8. NFIP. The chair would like for the full PC to review the changes (minimums to bring the bylaws into conformance with the NFIP) at a February meeting. Ben further outlined what the steps in the process will look like. 1. Amend bylaws to bring into conformity with NFIP standards. 2. Look at river corridor and model state bylaws, check with Select Board to make sure of our viability with further economic development.
9. DAC/DCC/sign check list. The DAC’s sign check list was okayed.
10. Other business. None.
11. Adjournment. The chair adjourned the meeting at 8:32 pm.

Respectfully submitted, H. Paul Berlejung