

**Town of Danville  
Planning Commission Meeting  
Approved Minutes  
November 11, 2021  
Danville Town Hall 7:30pm**

**In Attendance:** Glenn Herrin, Jenni Lavoie, Vince Foy, Michael Hogue, Jeff Paquet, Kate Whitehead

**Guests:** Rob Balivet, Brian Henderson

**Minutes**

**MOTION:** Glenn Herrin made a motion to approve the September minutes. Jeff Paquet abstained.  
**Motion carried.**

**MOTION:** Glenn Herrin made a motion to approve the October minutes. Jeff Paquet seconded. Motion carried.

**Public Comments/Visitors**

Pencil sketch of site plan was submitted to DRB for building/property located in the Design Control District. It was suggested to clarify Design Control District Section in the Zoning Bylaw -- as it stands now, zoning doesn't currently ask for drawings. It was recommended that we add: "For buildings in Design Control Districts, professional quality drawings w/elevations, floor plans and colors are required. Bulleted list in section 806.10 (A-H) was added to section 804.3 – this outlines what complete drawings should include.

**Zoning Bylaw Updates**

PC discussed the addition of section 503: Allowable (permitted or conditional) and Prohibited Uses. This section follows the Standard Industrial Classification (SIC) maintained by the US Dept. of Labor. Any use not listed is prohibited. PC reviewed definitions/made changes to allowable uses list in section 503.2 and discussed process for determining whether a future proposed use fits into one of these categories: (a) follow permit process for conditional use (b) goes to DRB (c) ZA reports case to PC for consideration/clarification in next zoning update. Discussed adding max room allowance for motels; MDR1 (25 rooms) , MDR2 (50 rooms) & LDR (60 rooms).

**Train Station Committee Update**

DTSC worked with Ryan Edwards (architect) for MPG Grant/Scope of Work – provided updated cost estimates. The committee is planning to go through a series of visioning sessions with Beth Kanell to establish a vision statement for the Train Station moving forward. VOREC Grant – "Go the Extra Mile" - scope of work to focus on wayfinding, asset mapping, informational kiosk, branding , visitor amenities and feasibility study for the RR Station. Grant Admin – SB approved grant writer.

Next Meeting December 9, 2021 at 7:30pm at the Danville Town Hall

Respectfully submitted by Kate Whitehead