

**Townshend Planning Commission**  
**Minutes**  
**April 25, 2018**

**Present:** John Evans; Robert DeSiervo, Brandon Canevari and Andrew Snelling  
Members of the public: Ken Hoffmann and Donnel Barnum (7:30 p.m.)

1. **Call to Order:** Chairman Evans called the meeting to order at 7:18 p.m.
  
2. **Approval of the Minutes:** DeSiervo made a motion to accept the minutes of April 11 with a change to separate out the names of those present by commissioners and members of the public. Canevari seconded the motion and the motion was unanimously approved.
  
3. **Reorganization Election of Officers:** Evans opened the floor for nominations. Snelling nominated a slate of John Evans for Chair, Bob DeSiervo for Vice Chair and Andrew Snelling for Clerk. There being no additional nomination Evans called for a vote. The nominated slate was unanimously elected.
  
4. **Additions and Deletions:** None presented
  
5. **Members of the Public:** Ken Hoffman introduced himself and stated that he had seen a notice that the Planning Commission was investigating changes to the Town Hall for additional office space. Snelling responded that the Planning Commission had not posted a notice but that there had been discussions about the limitations of the Town Hall in the past. Hoffman shared several pages from the "Conceptual Design and Findings for the Renovation to the Townshend Town Hall" prepared by Keefe & Wesner in 2009. Hoffman presented drawings he had prepared showing a similar size addition to the Keefe & Wesner plans but shrinking the rest rooms size, retaining the rear stairway in the existing building and shifting the location of the hallway. He expressed that his plans could be completed at greatly reduced cost. The Commissioners thanked Mr. Hoffman for his ideas on how to renovate the Town Hall.  

Donnel Barnum expressed her concerns about the proposed Dollar Store and inquired about the role of the Planning Commission related to the proposed store. She had done an impressive amount of research. She shared photos of Dollar General Stores around Vermont and specifics on how South Hero and Chester had responded to Dollar General Store proposals. Snelling spoke to the limited role of the Planning Commission in evaluating development plans. Town Plans do not have any enforcement mechanism by themselves, although they are considered in the review of

Act 250 permits. However, at this time it appears the Dollar General proposal will not require an Act 250 review because the land involved is less than one acre.

**6. Correspondence:** Notices from VLCT of two seminars “Spring Planning and Zoning Forum” May 23<sup>rd</sup> and “Building a Sense of Place: a forum for municipal officials and community development groups,” June 14<sup>th</sup>. DeSiervo and Snelling expressed an interest in attending the Zoning Forum in May.

**7. Old Business:**

<u>Letter to Gov.Scott, etal, re: Townshend Lake</u>	no action
<u>Act174 Energy Plan</u>	no action
<u>Village Center Designation</u>	no action
<u>Infrastructure Inventory &amp; Review</u>	no action
<u>Review of Town Plan action items</u>	no action

**8. New Business:** none

**9. Other Business:** There was a brief discussion on the need to fill the remaining open seat on the Planning Commission.

**10. Meeting Schedule:** Regular Meeting: May 9, 2018 @ 7:15 p.m.  
Regular Meeting: May 23, 2018 @ 7:15 p.m.

**11. Adjournment:** Evans made a motion to adjourn at 9:00 p.m., carried by those present.

Respectfully submitted,

Andrew Snelling