

**Planning & Zoning Commission
Regulations Committee - Village District Sub-Committee
Minutes – February 28, 2011**

Present: Nancy Fischbach, Janet Edgerton, Peter Howard, Cathie Jefferson
Absent: Torrance Downes, Jane Samuels

The Village District Sub-Committee meeting convened at 3:35 pm in the small meeting room at Town Hall.

The January 14, 2011 draft of the Village District regulations were reviewed in detail. Among the changes to be made:

All references to DAB / Design Advisory Board will be changed to Village Design Consultant or similar, other than where the DAB is described.

Thresholds for residential review still need to be determined. It was agreed there was no one-size-fits-all solution, but that something needs to be described to not only inform potential applicants as to what to expect but also to give the ZEO codified guidance. Peter noted he is not aware of any other town specifying thresholds for “substantial” in their Village District Regulations.

The Visual Inventory will be reference by “once published” or similar since the Village District regs, if enacted, would precede any inventory.

The procedures for preliminary and formal application will both be sub-sections under “procedure”.

Information needed for formal application will include description of exterior materials and description of driveways and walkways, as well as public and private roadways.

Mention will be made that the Zoning Commission determines who will conduct the design review, the DAB or another qualified party.

It was noted that the Standards in the draft regulations are those which are in the current regulations in some form or another. It will be important to footnote this on copies for distribution so the public does not think these are new regulations.

The next meeting will be Monday, March 14. Nancy will prepare next draft for distribution prior to the meeting.

Due to the time, the committee did not address the other agenda items: schedule for Village District proposal and schedule for future meetings.

The meeting adjourned at 5:20.

Respectfully submitted,
Nancy Fischbach

03/07/11