

**PLANNING COMMISSION  
MINUTES**

**REGULAR MEETING**

November 20, 2012

**MEMBERS PRESENT:**

Alan Couch, Vice Chair	Logan Nicoll	Norman Vanasse
Terry Carter		

**MEMBERS ABSENT:**

Ethan Gilmour	Lucas Ladden	Steve Stengel
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**OTHERS PRESENT:**

Rose Goings	Phil Carter	Lisha Klaiber, Recorder
Jason Rasmussen		Michelle Stinson – LPC-TV

**1. CALL TO ORDER**

- A. Alan Couch called the meeting to order at 6:02 p.m.

**2. ROLL CALL BY RECORDING SECRETARY**

- A. All members present, except Ethan Gilmour, Steve Stengel and Lucas Ladden.

**3. APPROVE MINUTES**

- A. The minutes to be approved are from the meeting of October 16, 2012.  
B. **MOTION by Norman Vanasse and seconded by Terry Carter to approve the minutes from October 16, 2012 as presented. Motion passed unanimously.**

**4. COMMENTS FROM CITIZENS**

- A. There were none.

***NOTE: Jason Rasmussen maintains a master file for the Zoning Regulations and records changes as the board makes them.***

**5. WORK SESSION – ZONING REGULATIONS**

- A. Jason Rasmussen noted that at the last meeting, the board had discussed making the Flood Hazard Regulations clearer and had indicated that the state was working on a new model for them. That model is not done yet. He said that the Flood Hazard Regulations contained within the Ludlow Zoning Regulations were written in 2007 and meet federal requirements. He reviewed the state's Model #5 and they are close to the flood regulations in the Ludlow zoning regulations. He indicated that it is very complicated and he would have a draft of that model incorporated into the Ludlow regulations for the next meeting.
- B. Rose Goings recalled that, at the last meeting, the board had discussed continuing to have the Flood Hazard Regulations as part of the Ludlow Zoning Regulations or to have them as a separate document.
- C. Jason Rasmussen said that generally, it is better if they are kept together.
- D. Rose Goings referred to Model #5 and said that it is much larger than the current Ludlow Flood Hazard Regulations.
- E. Jason Rasmussen said that the draft that he will have for the next meeting will show the differences between Model #5 and the current Ludlow Flood Hazard Regulations.
- F. Norm Vanasse said that they learned from Irene that it is important that the Flood Hazard Regulations are done correctly.
- G. Jason Rasmussen advised that he had reviewed Article 5 and made only a few changes. He said that he had also started to pull together a Sign Ordinance. He has a draft of it with him tonight. He also suggested that the board could begin to review the zoning maps.
- H. Sign Ordinance
- i. The board wanted to look at the sign ordinance.
  - ii. Jason Rasmussen said he had taken the administrative language from the Town of Randolph's ordinance and taken the standards from the current language used in the Ludlow Zoning Regulations. He began to read from the draft, starting with Purposes.
  - iii. Terry Carter noted that she would like to see an additional purpose for minimization of light pollution.
  - iv. Jason Rasmussen added one. He advised that if the board approves the ordinance, it must go through the town Select Board and Village Trustees. If it is adopted as an ordinance, it would supersede Section 540 of the Ludlow Zoning Regulations.
  - v. The board discussed the various items in the draft, including temporary signs and sandwich board signs.
  - vi. Logan Nicoll said that they might want to make a separate category for sandwich board signs.
  - vii. Rose Goings said that she would like to have a chance to read and review the entire draft before further discussion.
  - viii. There was also discussion about enforcement and fines.
  - ix. There was a general consensus to table this until everyone has been able to review it and make comments on it.
- I. Article 5
- i. Jason Rasmussen said there were very few changes to Article 5. They started to read through the draft.
  - ii. Jason Rasmussen referred to Land Locked Parcels
  - iii. Phil Carter said that there is a state statute that says that if travel across someone's land unopposed for seven (he believes that is the correct number of years) has been done, a ROW has then been established.
  - iv. Jason Rasmussen said that they should clarify the process for creating ROWs.
  - v. Rose Goings suggested that they get an opinion from VLCT.

- vi. Jason Rasmussen said he would do that. He added that there were no other changes made to Article 5.
- J. Terry Carter suggested that all members review the sign ordinance for the next meeting and come with comments or suggestions.

**6. OTHER BUSINESS**

- A. Planning Commission Membership
  - i. Rose Goings said that she has suggested to the town manager that they consider reducing the number of people on the Planning Commission from 7 to 5. They have been having a hard time finding members and also making quorum. There are only 4 members present tonight. Two of the other members have indicated that they are resigning, but have not submitted letters of resignation and they have not heard from the other member in quite a while.
  - ii. Jason Rasmussen said that many other towns have 5-member Planning Commissions.
  - iii. Rose Goings said if this board agrees, they will go forward with the process.
  - iv. General consensus among members to go forward.
- B. Next meeting December 19, 2012 at 6:00 p.m.

**7. ADJOURN**

- A. **MOTION by Norman Vanasse and seconded by Logan Nicoll to adjourn this meeting. Motion passed unanimously.**
- B. Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Lisha Klaiber

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Alan Couch, Vice Chairman

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Logan Nicoll

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Terry Carter

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Steve Stengel

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Ethan Gilmour

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Norman Vanasse

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Lucas Ladden