

MINUTES
Town of Vienna
Planning Board (PB) - Regular Meeting
February 16, 2023

Call to order: Chairman Calvin Collins called the meeting to order at 7:01 pm with a quorum present.

Attendance:

Board Members: Calvin Collins, Orrin MacMurray, Dave Gigon, Bill Shaughnessy, Mike Piper, and Martha Link. There is one vacancy on the board.

Others: Secretary Kathy Pavelock, Liaison Gail Whitham, and QCN Reporter Sue Halbritter. Codes/Zoning Officer Reay Walker was unable to attend.

Minutes Approval:

A **motion** was made by Bill Shaughnessy, seconded by Martha Link, **to approve the January 19, 2023, regular meeting minutes.** Poll Vote:

| | | |
|-----------------------|------------------------|------------------------|
| Orrin MacMurray – Aye | Bill Shaughnessy – Aye | Martha Link – Aye |
| Dave Gigon – Aye | Calvin Collins – Aye | Mike Piper – Aye |
| Vacancy – n/a | | Motion Carried. |

Correspondence:

- Letter of determination for SUB2022-05 Christmas subdivision deed conveyance.
- Letter of determination for SUP2022-04 Time-out Campground expansion special use permit.
- Forwarded Harassment & Discrimination training opportunities.

Public Hearings: None

Unfinished Business: None

New Business: None

Sketch Plan Reviews: None

Other:

- **Status of Vacancy** – Liaison Whitman reported there were no applications received for the planning board vacancy.
- **2023 Local Government Conference** - Secretary Pavelock asked that anyone interested in attending should submit forms by February 23, 2023. Mac is already registered. Calvin and Bill have previously submitted forms. Mike and Martha provided their forms to Secretary Pavelock at the end of this meeting.
- **Future updates to the Zoning Law** – The planning board is keeping a list of items to consider for the next update to the Zoning Law including cannabis dispensaries and billboards.
 - **Billboards:** Calvin researched old Zoning Laws and determined that language for signs has never changed. It is his opinion that we should address billboards specifically in our zoning law. The board also discussed the growing use of digital signs.
 - **Cannabis dispensaries:** Dave Gigon provided a worksheet with suggestions related to this topic. The board reviewed this worksheet and thought it is a good approach, especially since it provides two options. In the meantime, the planning board could use “Retail Sales” to categorize this special use. There is a session at the Local Government Conference on this subject..
 - The planning board is maintaining a running list of potential updates to the zoning law including:
 - Cannabis
 - Billboards
 - Short-term rentals
 - Illumination

- Camper permits

Public Comments: None

Next Meeting: March 16, 2023. Agenda items are due to the secretary by March 9, 2023.

Orrin MacMurray made a **motion**, seconded by Bill Shaughnessy **to adjourn at 7:50 pm. Motion carried.**

Minutes prepared by:

Kathy M. Pavelock /s/

Planning Board Secretary