

**TOWN OF CHESTER  
PLANNING COMMISSION  
February 19, 2018  
Minutes**

**Commission Members Present:** Naomi Johnson, Tim Roper, Barre Pinske, Claudio Veliz and Cheryl Joy Lipton.

**Staff Present:** Michael Normyle, Zoning Administrator, Cathy Hasbrouck, Recording Secretary.

**Visitors Present:** Carla Westine, Arne Jonynas, Lee Gustafson, Heather Chase, Phil Perlah, Shawn Cunningham, Brandy Saxton and Julie Hance.

**Agenda Item 1, Review minutes from February 5, 2018 meeting**

Tim Roper moved to accept the minutes from the February 5, 2018 meeting. Barre Pinske seconded the motion. There was no discussion. A vote was taken and the minutes were accepted as written.

**Agenda Item 2, Citizen Comments**

There were no citizen comments.

**Agenda Item 3, Presentation by Brandy Saxton of draft Zoning Audit for review**

Chair Naomi Johnson introduced Brandy Saxton, a Land Use Planning consultant and founder of Place Sense. Brandy has been reviewing the Chester Unified Development Bylaws and Town Plan. She presented a draft of her findings to the Planning Commission. A copy of the document she presented is included in the minutes as a PDF. Brandy said that her audit started with the policies and goals enumerated in the Town Plan and looked at how the adopted bylaws support or fail to support those policies and goals. As a part of this initial step, Brandy said she looked at the Village Master Plan as well as the Town Plan and Bylaws. She said she has not studied the zoning district boundaries in detail yet. She will be doing that further on in the process.

Brandy explained that the document she produced has three columns. The first column shows topics addressed in the Town Plan. The second column lists references to those topics in the bylaws. The third column is her assessment of how the Bylaws support or fail to support the goals and policies of the Town Plan. There are 26 topics in the document. Highlights of her analysis are a lack of support for housing density in the downtown districts, possibly separating the Site Plan review process from the Conditional Use review process, and possibly including more commercial uses as permitted uses in downtown districts. Storm water drainage, clustered development as a tool to create open spaces, historic building preservation, state statutory requirements for agriculture, daycare and home occupations are also addressed in the document.

The Commission expressed appreciation for the many insights the document offered.

At the conclusion of the discussion, the Planning Commission chose Thursday, March 8, 2018 at 7:00 PM for its next meeting. Their regularly scheduled meeting is pre-empted this year by the annual Town Meeting. Barre Pinske moved to adjourn the meeting. Claudio Veliz seconded the motion. A vote was taken and the meeting was adjourned.