

Isle La Motte Town Planning Commission

Regular Meeting

2 December 2025

7:00 PM

Location: Via Zoom Only

In Attendance: Commission Members: Carmine Centrella, Neil Chaffee, Silvia Jensen, Steven Reeve, and Michael Simanskas.

1. **Call to order:** Meeting was called to order at 7:00 PM by Chair Carmine Centrella.

2. **Administrative:**

- **Additions/changes to Agenda** - It was agreed to add draft Signage Ordinance and the status of the Old Town Hall building to the agenda.
- **Approve Meeting Minutes** – Steven motioned to approve the minutes of the 10/07/2025 meeting as written, seconded by Michael. All In Favor. (no official meeting took place in November due to lack of prior notification)

3. **Planning:** Carmine began discussion by updating the Commission regarding Selectboard guidance on Commission priorities. The Selectboard seems less concerned with the Village Center designation and pleased that The Commission will continue to prioritize work on Rights of Way and Road/Culvert Guidance.

- **Old Town Hall Building:** At the December 3 Selectboard meeting, the architectural firm, SHKS will update their report on the Old Town Hall building including an architectural evaluation, code compliance and cost to renovate/stabilize the building. Carmine and Michael will monitor the meeting and report back to The Commission on the report. Michael pointed out that any cost to renovate would depend upon the future use of the building.

Sylvia suggested that we explore other resources that the Town could tap into for both the old and existing Town Hall buildings. Apparently, the Vermont Preservation Trust recently did an evaluation of the Old Town Hall and proposed the installation of sills to prevent further deterioration.

- **Draft Signage Ordinance:**
 - Michael provided a draft **Ordinance Prohibiting Unauthorized Signage in or Along Roadside Areas Adjacent to Cemeteries and Sacred Burial Grounds.**
 - The Commission discussed whether or not cemeteries should be included in this Ordinance. It was generally agreed that they should be included.
 - The Commission felt that a more specific definition of “Burying Yard Point” should be included in the Ordinance. Michael will attempt to provide a map defining the area to be included and report back to the Committee at our next meeting.
 - Neil suggested that some guidance on acceptable locations would be helpful either in the ordinance itself or in whatever communication materials are distributed when the Ordinance becomes official.

- **Review and discuss potential Road and Culvert Guidance and Right of Way Ordinance** (Documents have been shared with Robin Gutierrez, TPC Member and ILM Roads Commissioner):
 - **Road and Culvert Standards Document:**
 - It was agreed that the minimum driveway culvert diameter be changed to 15 inches while allowing for Selectboard/Road Commissioner discretion to require a larger diameter when appropriate.
 - It was agreed that the Ordinance should include a prohibition of conduits inside of culverts.
 - It was agreed that existing construction would be grandfathered unless replaced after the Ordinance goes into effect.
 - **Right of Way (ROW) Document:**
 - Michael pointed out that there are 5 different existing Ordinances on the Town's website that reference ROW and/or culverts. Carmine will check this out and include wording in the Ordinance addressing it's effect, or lack thereof, on existing Ordinances.
- **Our next meeting will take place on Tuesday, January 6, 2026. It will be a Zoom Only meeting.**

4. **Adjourn:** Sylvia motioned to adjourn, seconded by Michael. All in favor. The meeting was adjourned at 7:50 PM.