

**Townshend Planning Commission**  
**Draft Minutes**  
**September 25, 2019**

**Present:** John Evans, Liza Martin, Brandon Canevari, and Andrew Snelling

1. **Call to Order:** Chairman Evans called the meeting to order at 7:21 p.m.
2. **Approval of Minutes:** Canevari moved to approve the September 11, 2019 minutes as submitted with one spelling correction. The motion was seconded by Martin and carried unanimously.
3. **Additions and Deletions:** none
4. **Members of the Public:** none
5. **Correspondence:** none
6. **Old Business:**  
Village Center Designation: Canevari presented the final Village Center Designation application on his laptop. The Commissioners examined the proposed application and made several edits and additions to the lists of revitalization activities. Snelling made a motion to approve the Village Center Designation application as edited and to authorize Canevari to transmit it to the Department of Housing and Community Development. Martin seconded the motion which was unanimously carried. It is expected that the application will be reviewed by the Vermont Downtown Board in October.  
  
Act 174: No action
7. **New Business:** none
8. **Other Business:** none
9. **Meeting Schedule:** Regular Meeting: October 9, 2019 @ 7:15 p.m.  
Regular Meeting: October 23, 2019 @ 7:15 p.m.
10. **Adjournment:** There being no further business before the Commission, Chairman Evans declared the meeting adjourned at 8:25 p.m.

Respectfully submitted,  
Andrew Snelling