

**TOWN OF DAYTON  
PLANNING COMMISSION MEETING MINUTES  
COUNCIL CHAMBERS, DAYTON TOWN HALL  
January 18<sup>th</sup>, 2024**

**COMMISSION MEMBERS PRESENT:** Chair Lauren Rezik, Aaron Swindle, and Bradford Dyjak.

**COMMISSION MEMBERS ABSENT:** Colton Shifflett, Jeremy Holland

**ALSO PRESENT:** Meggie Roche, Community & Economic Development Coordinator and Brian Borne, Town Manager

**CALL TO ORDER:** Chair Lauren Reznik called the meeting to order at 6:00 p.m.

**APPROVAL OF MINUTES:** Chair Lauren Reznik asked for a motion to approve the minutes from the Regular Planning Commission Meeting of September 14, 2023. A motion to approve the minutes was made by Commission Member Swindle and seconded by Commission Member Dyjak and passed unanimously by a vote of 3-0.

**REVIEW OF COMPREHENSIVE PLAN GOALS**

Ms. Roche provided a brief presentation on Town landscaping and site development standards. The presentation included information about current standards, comprehensive plan related goals, and the importance of these standards. Commission Member Dyjak listed landscaping standards in commercial parking lots, buffers between residential and commercial zoning, and required greenway easements as specific goals for improvement. Chair Reznik asked that staff research similar locality ordinances and develop draft ordinance amendments to accomplish the goals mentioned by Commission Member Dyjak. Staff was asked to present those findings at a later meeting.

**UNFINISHED BUSINESS:**

Ms. Roche provided an update on the Downtown Revitalization Planning Grant. She informed the Commission that the Town had put out a Request for Proposals (RFP) for consultant services to develop a Downtown Master Plan. RFP responses are due on January 29, 2024.

**NEW BUSINESS:**

Mr. Borne informed the Commission that he received a request for off-premise signage from Sunrise Market and Deli. As the Town's Sign Ordinance does not allow for off-premise signage, and the business is not located within Town limits, the request was denied.

Ms. Roche informed the Commission of their next two meeting dates. There will be a regular joint meeting with Town Council on Thursday, February 15 at 6:00 pm to review the Capital Improvements Plan (CIP). There will then be a regular Planning Commission Meeting on Thursday, March 21 at 6:00 pm to make a recommendation on the CIP to Town Council.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** With there being no further business to come before the Planning Commission, Commission Member Swindle made a motion to adjourn which was seconded by Commission Member Dyjak and passed unanimously. The meeting adjourned at 6:45 p.m.

Respectfully Submitted;

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Chair Lauren Reznik

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Secretary, Meggie Roche