

Town of Londonderry, Vermont

Planning Commission Meeting Minutes

Monday, August 12, 2019 – 5:00

100 Old School Street, South Londonderry, VT 05155

Attending: Sharon Crossman (arrived at 5:25), Elsie Smith, Mimi Lines, Larry Gubb, Dick Dale, Dwight Johnson, Shane O’Keefe, Brandy Saxton (Vice Chair Johnson presided until 5:25)

1. Meeting was called to order at 5:35
2. A motion to recommend Sharon Crossman to the Select Board as the PC representative to engage with WRC regarding Lowell Lake was added and then unanimously endorsed by the Planning Commission.
3. The minutes of the July 17, 2019 meeting were amended to more accurately reflect Elsie Smith’s willingness to prepare a business questionnaire, not to prepare a marketing logo. The minutes as amended passed unanimously.
4. There was no public comment.
5. Brandy Saxton lead the group through the remaining section of the first draft of chapter 1 from section 1102 through 1303. The PC agreed to extend the 12-month period to 24 months for sections 1205, 1207, and 1305. The PC agreed with the idea that current practice of not requiring the applicant to file State Mandated permits for especially waste water continue to not be required so that the enforcement was not part of the Zoning Administrator’s job. The burden for compliance falls on the property owner. As with the case for the first part of the review of Chapter 4, most of the time was spent helping PC members understand the statutory and legal and stylistic needs for each section. There were lots of questions. No resolution for the difference between literally and strictly enforces was decided, Brandy will continue to research which would be more appropriate. The final drafts will include maps, drawings, and other helpful references to definitions and other relevant section, but not include statutory references which will be included in guidelines. Brandy lead the PC through a review of section 400 (the “tool box”) through every fee that might ever be required (410) to the various possible types of applications for permits (420). Brandy recommended that a “certificate of occupancy” be changed to “certificate of zoning compliance.” The rest of the discussion on chapter 4 will continue at the next meeting. Finally, Brandy stated that the pace of the review is on target, but there may be a need to schedule more meetings especially as chapters two and three are very complex and will contain more changes. The first public informational meeting will likely be scheduled for late January. There was discussion on how to engage the public.
6. September 26, 2019 from probably 10 AM to 2 PM at the Twitchell Building was selected for the workshop with several experts and consultants concerning revitalizing town centers. Mimi and Larry offered additional possible attendees. Sharon reminded all that this was more of a listening session and that much more detailed planning needed to be done to make the workshop be as productive as possible.
7. The meeting was adjourned at 7:25.
8. The next meeting will be the Special Meeting at 10 on September 26, 2019 with the next regular meeting at 5:00 on September 9, 2019.

Respectfully Submitted, Dick Dale