

Town of Londonderry, Vermont

Planning Commission Meeting Minutes

Tuesday, June 16, 2020 – 1:00 (Zoom Meeting)

Meeting held remotely via online video with no physical presence

Commission Members Attending: Sharon Crossman, Elsie Smith, Larry Gubb, Dwight Johnson, Dick Dale (left at 2:55), Mimi Lines and Andrew Rackear

Others Attending: Zoning Administrator Shane O’Keefe, Development Review Board members Esther Fishman and Paul Abraham, and Consultant Brandy Saxton.

1. Meeting was called to order at 1:04. Sharon read the State mandated procedures and protocols and rules for a warned Remote Electronic Meeting and called the role of all attendees participating remotely. As required by law, the meeting was recorded using the Zoom recording feature. There were no members of the public in attendance.
2. There were no additions to or deletions from the agenda.
3. No Minutes were approved.
4. There was no public comment.
5. Brandy lead the group through the latest draft of the Bylaw Revision (June 12, 2020. She reviewed each change proposed in blue by latest draft and much discussion and gained approval for each by consensus by the PC. Sections 1-7 #'s 34, 37, 40, section 2102 and the table on 2-13, section 3-4 3006, 3010, 3022, 3023, 3026 A, B, C, 3108 3104, 3107, 3217.B, 3220, 3222, and 4039 a; were all approved with some minor changes in time. In Chapter 5, definitions that originally with two words will now appear under both nouns to improve the ease of finding it. The PC accepted the proposed designation of the Shopping Plaza as “General Business.” The use of the words “regulation vs Bylaw vs Ordinance” was left to be decided by the Town Attorney as part of the required legal review prior to ratification. Public outreach will begin by June 26th. Brandy will develop video presentations on each of the zoning districts and one for specifically businesses. The PC members will also do a brief introduction and mention highlights to look for in the new proposed Zoning Bylaws. A list of possible issues needing highlights will be developed. All video’s and the new zoning maps will be placed on the Town Web Site and hard copies will be made available at the Town Offices. A post card mailing will be sent to all residents to announce the Video’s and copy of the Zoning Bylaws availability on the Web site. Brandy stated that her contract is typically complete with the submission of the first draft. She will help the PC integrate small changes based on citizen feedback, but will charge by the hour for extensive changes.
6. The meeting was adjourned at 3:44.

Respectfully Submitted,

Dick Dale

The next Planning Commission Special Workshop Meeting will be Tuesday, June 17, 2020 at 4:00 via Zoom