

Town of Londonderry, Vermont

**Planning Commission Meeting Minutes
Monday, April 6, 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 (left at 2:20), Dick Dale, Mimi Lines and Andrew Rackear

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

1. Meeting was called to order at 1:09. 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. Minutes of March 9, 2020 were approved unanimously. (Dick Dale Moved and Larry Gubb seconded.)
4. There was no public comment.
5. Sharon read a letter responding favorably to a preliminary grant application for money to assist in the Water/wastewater initiative from Northern Borders which was prepared by Sharon and Shane assisted by the WRC on behalf of the Selectboard. The final grant application is due by May 23.
6. There was no public comment.
7. Brandy lead the group through a review of section 3107 (Signage) of the first draft of the proposed Zoning Bylaw Regulations. She helped the PC understand the rules and laws relating to commercial and non-commercial signage and that regulations apply equally to any defined members of either commercial or non-commercial categories with no exceptions. Twenty different categories of regulations related to signage ranging from real estate and political signs, to temporary, to sandwich board, to electronic signs, to non-conforming, to size, to required removal were each reviewed in detail with several adjustments to the proposals made. Brandy reminded the group that because of its high visibility of signs and advertising, more detail of the regulations was useful to promote clarity and make enforcement easier. The group next considered regulations related to trash, composting and recycling storage areas. The PC was led through section 320, Specific Use Standards required by both Federal and Vermont law replacing the old by-law 300 regulations. Each clarifies when standards apply and when the DRB may place additional limits on proposed use. The PC discussed regulations and definitions related to multi-family dwellings, rooming and boarding house, accessory dwellings, home occupation, home business, a family child home, bed and breakfast, short-term rentals, and group home uses. Several changes were adopted and will be incorporated in the next draft.
8. Because of the restrictions on public meetings, meetings to get public input on the proposed bylaws and the adoption hearings are on hold for the foreseeable future and the PC will focus on getting through remainder of the proposed first draft over the next two meetings. In addition, Project Londonderry discussions and focus groups have also been put on hold.
9. The meeting was adjourned at 4:16.

Respectfully Submitted,

Dick Dale

The next Planning Commission Meeting will be Tuesday, April 14, 2020 at 9:30 via Zoom meeting.