

# Town of Londonderry, Vermont

## Planning Commission Meeting Minutes Monday, September 9, 2019, 5:00PM 100 Old School Street, South Londonderry, VT 05155

Attending: Sharon Crossman, Elsie Smith, Mimi Lines, Larry Gubb (arrived at 5:25), Dick Dale, Dwight Johnson, Shane O'Keefe, Brandy Saxton, Esther Fishman

1. Meeting was called to order at 5:07
2. The minutes of the August 12, 2019 meeting were approved unanimously.
3. There was no public comment.
4. Brandy Saxton lead the group through the remaining section of the first draft of chapter 4. The technical meaning of "must, may, will" (section 4302) as well as a simple 15-day period versus both a 7 and 15-day period (4405 A and B) were discussed. The group seemed to favor the current procedures, a check list and a 15-day period, but would wait to decide until after the review of chapter 2 and 3 has been completed. It was clear that most of the proposed language in chapter 4 is motivated by statute and the goal of clarifying and simplifying the procedures, reviews, appeals, and enforcement for both the administration and applicant.

Table 4-24 was reviewed in detail. Brandy strongly suggested conducting all hearings using the MAPA (Municipal Administrative Procedures Act). Esther will review this with the DRB. Since chapter 4 contains every possible procedure, application, exception, or enforcement issue, Brandy stressed that once a particular situation had been addressed in earlier sections of chapter 4, later procedures, applications, exceptions, or enforcement did not apply. The chapter is organized to cover every possibility. She used the analogy of a series of buckets. Reference to the details will be clarified after the PC reviews both chapter 2 and 3. Brandy made note of several technical questions asked by Shane, Sharon, and Larry which she will research. Waivers rather than variances which are very hard to qualify for, are the preferred method of conditional use. There is a great deal of discretion in interpretation granted to the Zoning Administrator and DRB depending on the circumstances. The standard is "reasonableness and common sense."

5. September 26, 2019 from 10:30 AM to 2:30 PM was selected for the workshop with several State and Regional experts and consultants concerning revitalizing town centers.
6. The meeting was adjourned at 7:25.
7. The next meeting will be the Special Meeting at 10:30 on September 26, 2019 with the next regular meeting at 1:00 on October 17, 2019 (note the change in time and date).

Respectfully Submitted, Dick Dale