

Town of Londonderry, Vermont

Planning Commission Meeting Minutes Monday, February 10, 2020 – 2:00 PM 100 Old School Street, South Londonderry, VT 05155

Commissioners Attending: Sharon Crossman, Elsie Smith, Larry Gubb , Dwight Johnson, Dick Dale, Mimi Lines.

Others Attending: Town Administrator Shane O’Keefe, Development Review Board member Esther Fishman, Consultant Brandy Saxton.

1. Meeting was called to order at 2:20 pm
2. Minutes of January 27, 2020 approved unanimously. (Elsie Smith Moved and Mimi Lines seconded.)
3. There was no public comment.
4. Brandy Saxton lead the group through revised maps. Next, the materials and postings and possible handouts for the Town Meeting Day and first follow-up Community Meeting on March 7 at 10:00am were reviewed. Further discussion will take place at the Feb. 28 meeting. Finally, the group continued to discuss the first draft of Chapter 3 from Section 3003 thru 3018. Considerable discussion around the issues of small structures, the use of piers as a foundation especially in flood plains, the regulations around multi-family homes, and the issue of driveway access and the need for pull-offs took place. The need to get sign-off from the Fire and Rescue Departments relative to adequate access was acknowledged. It was agreed to add a meeting on Feb. 28 at 2:00pm to continue the discussion of the Chapter 3 in addition to the regular PC meeting on March 9 at 2:00pm.
5. Shane lead the group through his proposed draft of a short-term revision of the current Section 402 of the Zoning Bylaw: Access and Frontage Requirements. The DRB reviewed the document and approved of the zoning update at their previous meeting. The PC unanimously approved (Elsie Smith moved, seconded by Dick Dale) that at the March 9, 2020 meeting a hearing at 4:30 be scheduled on a proposed Zoning Bylaw Amendment: Section 402. Access and Frontage Requirements – as follows:
In accordance with Act (Section 4412(3)), except as provided below, no land development may be permitted on lots which do not have either frontage on maintained public road (Class I, II, III, state) or public waters, or right-of-way at least fifty (50) feet in width.
 1. *The Development Review Board may allow land development subject to Conditional Use Review procedures set forth in Zoning Bylaw Section 503*
 2. *Exceptions to the foregoing are:*
 - a. *The Administrative Officer may allow for enlargements and renovations to existing structures, and/or construction of new structures accessory to existing legal uses on a lot, regardless of the width of the permanent easement or right-of-way providing access, provided such enlargements, renovations or new accessory structures contain less than 40% of the total floor area of the existing primary structure.*

- b. The Administrative Officer may allow for land disturbance (though not mining, pond excavation or landfilling) on a lot, regardless of the width of the permanent easement or right-of-way providing access, provided such land disturbance is less than one-quarter acre in size.*

Shane agreed to properly warn the hearing and to post the specific language in entirety in the appropriate places. It was agreed that if there were no substantive changes, the PC could then approve the changed section to be forwarded to the Selectboard for a continuation of the process of incorporating it into the current Zoning Bylaws.

6. Project Londonderry “next steps” discussion included plans for a follow-up workshop on 2/25/2020 at 12:15 featuring Jenna from the Vermont Council for Rural Development along with WRC, Cindy Gubb and R.T. Brown who attended our initial workshop. Since a VCRD Community Visit to our Town cannot happen until 2021, Jenna will speak to us briefly about that program and offer tips on facilitating the planned, but not yet scheduled, Potluck Community Dinner to gather input from the community. In preparation for the Feb. 25 meeting, Larry, Elsie and Mimi will continue working on an inventory of resources. Sharon will prepare the agenda for the February 25th meeting - the overall objective being a plan for the most effective way to facilitate the public meeting that will generate citizen input, support and engagement in this project. Further advice will be sought on how to more directly involve specifically business leaders and other plausible skeptics early on. Lastly, further discussion on how to deal with the potential disruptions associated with the Route 11 project. VTrans will be contacted by Shane, and Sharon will contact WRC, Chris Campany for an update.
7. Next regular meeting is 2-5:30 pm on Friday, February 28, 2020.
8. The meeting was adjourned at 5:42 pm.

Respectfully Submitted,

Dick Dale

Approved on February 28, 2020

Sharon Crossman, Chair