

**Town of Londonderry, Vermont**

**DRAFT 2**

**Planning Commission Meeting Minutes  
Mon. Dec. 12, 2022 – 4:00 PM  
Twitchell Building**

Attending: Commission Members: Sharon Crossman, Elsie Smith, Larry Gubb, Dick Dale, Heather Stephenson, Maryann Morris, Mimi Lines, and Guests: Shelly Hendler, Paul Hendler, Patricia Gagnon

1. Meeting was called to order at 4:03.
2. Additions to the Agenda: Add minutes for August 8, 2022 added for approval.
3. Minutes of the Planning Commission meeting on Nov. 14, 2022 and August 8, 2022 and special meetings on Oct. 13 and Nov 18, 2022, and Nov. 30, 2022<sup>27</sup> were unanimously approved. (Dick proposed, Elsie seconded). Each was unanimously approved with the spelling of the names of both Hendler's and Chad Stoddard for Nov. 30, 2022 needing correction on the posted draft minutes.
4. Visitors and Concerned Citizens: Shelly Hendler expressed continued concern over the residential designation of his property on Windy Rise East and repeated the lack of the old R-1 one acre designation in the old Bylaws. She was assured that both the letter and previous testimony were a part of the ongoing discussion concerning suggested changes. Patricia Gagnon whose lot is next to Pingree Park questioned the new designation for her acreage which thirteen years ago was granted an approved subdivision by permit from the DRB and whose development rights were restricted by the deed of sale had been added to the list of concerns that needed to be factored into the final edition of the proposed bylaws. She was assured that her previous concern expressed to Dick Dale on the phone had been communicated to the PC.
5.
  1. Sharon announced that Brandy Saxton and Bob Fisher had meet on Nov. 30, 2022 and had resolved the objections. It was noted that the minutes of Nov. 30, 2022 had a number of concerns that needed addressing before Brandy submits draft number 5 which is likely to be completed very soon. There will be a follow-up meeting with Will Goodwin, the PC, and Brandy scheduled in the future. Mimi suggested that the altitude designation of 1500 feet to establish the conservation zone might be adjusted to 1700 feet to involve fewer individual properties in the changed designation. Will had agreed to provide a list of specific property owners in the conservation zone. Brandy was asked to provide an overview of legally conserved land in the new conservation zone. The reason for the 1/4-acre lot size in the business zone was that housing at that size encourages density and lot size that makes application for affordable housing grants and for programs that qualify both waste water rules and neighborhood designation. Because she attended a housing seminar, Elsie wanted assurance that the proposed bylaws would not conflict with the goal of creating affordable (not low cost) housing.
  2. The Municipal Planning Grant was submitted so that the same vision could be created for the same plan for the South Village as was done for the North Village.
  3. There was no update from One Londonderry as they had not met since the last Planning Commission regular meeting.
  4. Larry discussed at length the Selectboard Committee on Waste Water, the ARPA funds, the timeline, and the need for an archeologic study.
  5. A Contractor has completed the slate roof and other shingle roof repairs, and is working on planning to stabilize the balcony and roof supports. The work will continue during the winter.

6. The Housing Committee will meet on Thursday this week to discuss the results of the survey and other matters related to demographics. The consultant seems very professional and has stated that some of Londonderry's population growth began before the outbreak of Covid.

7. The budget for the Planning Commission beginning on July 1, 2023 was discussed and approved. An administrative position was added for \$3000 so that this year it could be warned for the Town Meeting. It failed in 2022 because no one defended it at the Town Meeting in April. It will be defended this year. \$3000 was added to the communications line item because the Town Office lacks equipment like Neighborhood Connections to effectively communicate with the public and the Planning Commission needs its own Zoom link for Hybrid Meetings which is the new norm. Because the cost of in person seminars costs about \$1000, the training budget was raised to \$1000 from \$420 and the PC will use it as the \$60 person has not been used for several years. The match for the Municipal Planning Grant is about \$3000. The "after the Flood" planning grant match is no longer needed so \$500 was cut from the FY23 Approved Budget. The total to be submitted for Selectboard approval is \$17,500. (Tina received it today.) The rules were suspended to add a new action item to new business. (Proposed by Dick, seconded by Maryann) It passed unanimously.

New Business: 1. The rules were suspended to add a new action item to new business. (Proposed by Dick, seconded by Maryann) It passed unanimously.

6. New Business:

1. The rules were suspended to add a new action item to new business. (Proposed by Dick, seconded by Maryann) It passed unanimously.
2. The new construction of a studio opposite the Town Hall was discussed. Questions were raised about the setback and façade interfering with both the road and creating a negative effect on the view from the town Hall. The following resolution was made: "The Planning Commission wishes to request the Selectboard to review the placement of the new structure opposite the Londonderry Town Hall with respect to the setback and façade orientation for the designated Village requirements and which are not in compliance with either the current or proposed bylaws." (Moved by Dick, seconded by Mimi). It passed unanimously and was immediately delivered to the Selectboard.

7. The meeting was adjourned at 5:40 PM.

8. The next regular meeting will be at the Twitchell Building at 4:00 PM on Jan. 9, 2023.

Respectfully Submitted,  
Dick Dale

#### [Addendum to Londonderry Planning Commission minutes of December 12, 2022](#)

##### [Item 5.5: Town Hall Renovation Committee \(THRC\) Report](#)

*Based on a misunderstood series of communications within the parties involved with the town hall renovation project, it was believed roof work on the town hall were completed. In a meeting of the Town Hall Renovation Committee (THRC) on December 13, 2022, it was discovered that only a portion of the overall roofing replacement/repair had been completed. Further clarification is pending regarding which portions of the roof have been completed under a recently approved contract and which portions still remain to be done under a new contract that is pending approval by the Selectboard.*