

Town of Londonderry, Vermont

DRAFT

**Planning Commission Meeting Minutes
Mon., Dec. 4, 2023 – 3:30 PM
Twitchell Building**

Attending: Commission Members: Sharon Crossman, Dick Dale, Mimi Lines, Larry Gubb, Heather Stephson. Guests: Will Goodwin, Paul Hendler

1. Meeting was called to order at 3:39 PM.
2. Additions to the Agenda: none
3. Minutes of the Planning Commission meeting Nov. 13, 2023 was unanimously approved. (Dick proposed, Larry seconded.)
4. No correspondence or public comment
5. Heather distributed copies of the WRC map created and Emailed to the PC on Nov. 20, 2023 by Jeff Nugent who incorporated the Conservation Overlay District map with the five Zoning districts as corrected and approved at the meeting of the PC on Oct. 26, 2023. She led the PC thru the new language related to the conservation overlay district to be incorporated in the final edition of the proposed bylaws making sure that the language agreed with the formatting, tone, and style of the rest of the proposed bylaws. It was agreed that Act 250 and State Regulations did not require additional language lands above 2500 feet for clarification. It was further agreed that a Shore Land Overlay district was not required, again because of the provisions of Act 250 and State Law. Will Goodwin will work with Heather to add appropriate reference to waste-water requirements, definitions for development with appropriate exemptions, the requirements if the land exceeds a 20% slope, and the requirement to involve the Conservation Commission as part of the site plan as stated in section 2201 B and C and section 4401 as part of the subdivision approval process and the application process. Heather will incorporate the clarifying language and attempt to adjust the pagination of the proposed Zoning Bylaw document. Since the changes are clarifying edits, Dick Dale made the following motion which was seconded by Mimi Lines: "The Planning Commission approves the Nov. 20, 2023 Map produced by the WRC including the Conservation Overlay district as the official map for the Zoning Bylaw. The Planning Commission approves the clarifying edits discussed at the December 4, 2023 special meeting of the Planning Commission concerning the conservation overlay district be incorporated into the approved and final version of the Proposed Bylaws for the required hearing by the Planning Commission prior to forwarding it to the Selectboard." The motion was unanimously approved. The timing of the hearing and final publishing of the map and version of the proposed Bylaws will take about two weeks to complete. It was acknowledged that the hearing is likely to take place in early January.
6. The Planning Commission proposed 2025 budget that was sent by Tina Labeau to the PC was discussed in detail. Since the Town Land Utilization Project has been turned over to a One Londonderry Committee, the proposed budget of \$500 was eliminated. Because there is a need to reengage businesses in the understanding of the advantages accorded by the accepted renewal of the Village Center designation, the budget was raised from \$200 to \$400. The rest of the proposed 2025 budget was accepted by the PC as proposed by Tina.
7. Because his tenure needed to be renewed because the original term is about to expire, The PC unanimously and enthusiastically agreed to recommend to the Selectboard that Will Goodwin be appointed to a three-year appointment as Town Zoning Officer. (Dick moved and Sharon seconded.)

8. The appointment of Stephens and Associates to undertake the preparation and creation of the South Londonderry vision and plan for the future of South Londonderry similar to the study and plan for Londonderry, was discussed at length. The time line needs to be adjusted and several questions as to who specifically from the Team would be responsible for the various phases of the project with appropriate acknowledgement of the progress by the waste water commission over the last year. There was some concern about what was meant by historic preservation which needed clarification before a contract can be signed, but the PC was in favor of hiring them once these issues are clarified,
9. The next special meeting of the Planning Commission will be on Dec. 18, 2023 at the Twitchell Building at 3:30 with the regularly scheduled PC meeting canceled. It will also be a hybrid meeting.
10. The meeting was adjourned at 5:20 PM

Respectfully Submitted:
Dick Dale

Approved _____