

Town of Londonderry, Vermont

**Planning Commission Special Meeting Minutes
Weds., Feb 28, 2024
Twitchell Building**

Attending: Commission Members: Sharon Crossman, Dick Dale, Mimi Lines, Larry Gubb, Heather Stephenson, Maryann Morris, Elsie Smith

1. Meeting was called to order at 5:03 PM
2. Additions to the Agenda: No additions permitted
3. **Visitors and Concerned Citizens:** There was no public comment
4. **Proposed Zoning Regulation Update:** The Planning Commission Report on the Proposed Bylaw Revision dated 2/28/2024 was reviewed. The previous report for the first hearing was updated in light of the significant changes now included version 6, the official version of the Proposed Bylaws to be used at the PC hearing tentatively scheduled for April 10, 2024 at 6:30. The complete document will shortly be put on the Town Website, as required by law. Dick moved and Heather seconded the motion to adopt and approve the Planning Commission Report on the Proposed Zoning Bylaw. It passed unanimously.

The Report is listed below and is available on the Town Website:

“TOWN OF LONDONDERRY 100 Old School Street, South Londonderry, Vermont 05155

PLANNING COMMISSION REPORT ON PROPOSED BYLAW AMENDMENTS In accordance with 24 V.S.A. §4441, the Town of Londonderry Planning Commission (PC) has prepared and approved this written report on February 28, 2024 prior to warning and holding a public hearing on the adoption of revised Town of Londonderry Unified Development Regulations (UDRs). Brief Explanation of the Proposed Amendments

The Town of Londonderry currently has an adopted Zoning Bylaw that was initially adopted in 1975 and last amended in 2009. The town does not currently have a subdivision ordinance but does regulate the subdivision of land through the Zoning Bylaw. The 2017 Londonderry Town Plan recommended a number of zoning changes to realign the bylaws with the town’s current planning policies. There was also a need to address inconsistencies resulting from the many changes that have been made to state statutes since the regulations were last updated and fix identified shortcomings of the current regulations that had resulted in confusion or difficulties for applicants, the Administrative Officer, and Development Review Board over the years. There was also a commitment from the PC to improving the clarity of the regulations and the town’s development review and permitting processes. To achieve those aims, the PC has prepared the UDRs to replace the Zoning Bylaw, including a Zoning Map with new districts and boundaries. The proposed UDRs include subdivision regulations under the authority provided in 24 V.S.A. § 4418. While the draft UDRs appear very different from the Zoning Bylaw in their structure and organization, the overall planning policies the UDRs are implementing remain largely the same. There are a discrete number of substantive policy and procedural changes that are critical to aligning the UDRs with the goals and objectives of the Town Plan and to conform with the statute, which is described in more detail below

1. The list of exemptions (structures and activities that do not need a permit) has been expanded and clarified (Section 1101).
2. The process for allowing for multiple uses or buildings on a lot has been simplified (Sections 2005-06).

3. The requirement for a minimum amount of land per dwelling unit on a lot has been replaced with a new lot coverage standard, offering greater flexibility for creative responses to the current housing shortage (Section 2007).
4. The dimensional standards in the village districts have been modified so that the town would be eligible to seek a state Neighborhood Development Area designation in the future in support of housing creation in the village (Sections 2101-03).
5. A requirement to designate building envelopes that specify where buildings will be placed on a parcel has been added to the Rural district to guide development away from significant agricultural and natural resources (Section 2107-08).
6. In the districts intended to accommodate businesses (Village Business, Village Mixed Use, General Business, and Recreation), more businesses and other non-residential uses will be permitted rather than conditional. This will simplify the development review process for those uses, reducing the time and cost of permitting (Sections 2101, 2102, 2104, 2105).
7. The town's policy for development on Class 4 roads has been clarified and further residential development accessed from Class 4 roads will not be allowed without upgrading the road (Section 3002).
8. Specific requirements for erosion prevention and sediment control (Section 3011) and stormwater (Section 3024) have been added. In practice, the DRB sometimes asks applicants to address erosion control and stormwater management when it is deemed an issue on a particular site, but the proposed regulations establish specific triggers related to the amount of disturbance or impervious surface being created to determine whether applicants will need to meet the standards. As the town now has responsibility for run-off and sediment once it travels off private property and into the public road drainage system under a state general permit, it is in the town's interest to ensure that private development is responsible and appropriately managing its stormwater and controlling erosion.
9. Steep slope provisions (Section 3021) have been strengthened with a definition of what constitutes a steep slope and additional criteria for reviewing development on steep slopes. The draft UDRs establish a conditional use approval process for considering applications to disturb steep slopes that includes a requirement that applicants demonstrate that the proposed development cannot reasonably be accommodated elsewhere on the lot. A Steep Slopes Advisory Map, separate from the official Zoning Map, has been created for advisory purposes.
10. Chapter 310 adds more detailed site design and performance standards for landscaping, parking, outdoor lighting, outdoor use areas, and other aspects of proposed multi-unit or nonresidential development. The current zoning bylaw addresses these elements but has very broad, general standards for the DRB to interpret and apply. The proposed standards make it clear what the community wants and make it easier for applicants to propose projects that meet community expectations.
11. Chapter 330 and Section 4310 will regulate subdivision of land. The adoption of subdivision regulations in accordance with the statute will change Londonderry's status from a 1-acre town under Act 250 to a 10-acre town. In practice, Londonderry has been reviewing land subdivisions under the Zoning Bylaw following the procedures for site plan review.
12. In the Conservation Overlay District: The Development in these areas must be reviewed carefully with the applicant and the Development Review Board to encourage development that recognizes sensitive environmental and aesthetic considerations. In reviewing Conservation Overlay District development, the Development Review Board (DRB) must consult with the Conservation Commission, and the landowner must obtain conditional use approval within this COD.
13. The authority of the Administrative Officer (AO) to review signs, minor projects, boundary adjustments, sketch plans, and small modifications to approved development has been expanded. The intent is to streamline the permitting process for small projects and avoid unnecessary delays and expense. (Section 4204, 4303, 4304, 4307, and others)
14. The zoning districts and map have been replaced in their entirety. This affects all property in town, although the extent to which zoning district standards are proposed to change varies depending on the district. For most existing homeowners, the zoning change is unlikely to affect typical projects like small additions, sheds, carports, pools, etc. The dimensional standards of Rural districts remain largely unchanged.

The changes to the zoning districts were guided by clear and specific strategies laid out in the 2017 Town Plan and include:

- The village areas are being zoned for higher densities (smaller lots, more units per acre, higher lot coverages) in response to the planning policies expressed in the Town Plan to guide housing and businesses to the villages and for the villages to be places with the highest intensity of development and use in town. It is recognized that without supporting infrastructure, the land in the village zones cannot be developed to the full potential that would be allowed under the draft UDRs.
- Residential areas have been re-shaped to reflect existing settlement patterns and the potential for housing creation on lands in proximity to the villages and major travel corridors where development is feasible with less impact on significant natural resources.
- Currently, most outlying land is part of the Rural zoning district. The proposed zoning map creates a new Conservation Overlay District for more remote, higher elevation, and development-restricted land. The proposed COD district provides a more accurate indication of lands that are generally not available or are very poorly suited for development. The General Business and Recreation districts have been re-shaped to reflect the availability of developable land. The district standards offer a broad range of uses and encourage full utilization of buildable land and existing facilities in alignment with town's economic development goals.

The Londonderry PC began work on the proposed UDRs in 2019 and has been offering community members an opportunity to ask questions and make comments at all meetings. Community members have also had an opportunity to offer verbal comments at several public information sessions. The draft UDRs proposed for public hearing incorporate the PC's response to that community feedback. Statement of Purpose The purpose of the proposed amendments is to further the goals and objectives of the 2017 Londonderry Town Plan. The proposed UDRs include a purpose statement in Section 1003, which enumerates a set of 13 guiding principles. The overarching principle of the Town Plan and the UDRs is to guide future development into the villages and away from sensitive natural resources. Municipal Plan Goals and Policies. The Londonderry PC commenced the process of preparing the UDRs with a technical review that recommended regulatory approaches to effectively implement the goals and policies of the 2017 Town Plan. The proposed UDRs include many of the recommendations from the technical review. Municipal Plan Future Land Use The 2017 Town Plan states: The primary objective and challenge of Londonderry's land use plan is to retain its rural character and compact villages while providing an appropriate economic and employment base for its citizens. The Town should direct commercial development in the designated commercial areas, retaining large open spaces and agricultural uses between the commercial areas as well as open spaces among residential development. Additionally, Londonderry's land use plan must provide for a sustainable forestry base, recreational opportunities, public and quasi-public facilities, as well as recognize the need to provide space for and protect flood plains, wetlands, ridgelines, and conservation and fragile areas. The proposed UDRs are compatible with the future land uses and densities outlined in the 2017 Londonderry Town Plan. They designate the existing village, business, and recreation areas for the highest density of development and seek to protect important natural resources in the more remote areas of town.

The Plan identifies land use area designations and guides how those designations should direct land use policy as implemented through the UDRs:

- Commercial. The proposed UDRs provide for commercial and industrial uses, including recreation and tourism-oriented businesses, primarily in the Village Business, Village Mixed Use, General Business, and Recreation districts. Some provision is made for traditional rural businesses, primarily resource or recreation-based, in the Rural district. The Village Residential and Residential districts have limited opportunities for commercial and industrial uses beyond home occupations and home businesses.
- Residential. The proposed UDRs allow for residential uses in all districts except General Business. They seek to expand housing choices in Londonderry by allowing for a range of housing types in most districts. The Village Residential and Residential districts are crafted to promote a neighborhood residential setting with small to moderate lot sizes. The Rural district will continue to

offer a rural residential setting with moderate to large lot sizes. The Resource Protection district is intended to discourage residential development but does allow for housing at a low density with thoughtful siting to minimize natural resource impacts.

- Conservation COD The proposed is intended to guide development away from high-elevation land, and other important resources. The area and density standards for the adopted and proposed districts are summarized below for comparison:

ADOPTED DISTRICT TOTAL AREA MINIMUM LOT SIZE Village Commercial 211 acres 1 acre Village Residential 575 acres 1 acre Service Commercial 122 acres 1 acre Recreation Commercial 232 acres 1 acre Rural Residential 1 3,952 acres 1 acre Rural Residential 3 17,246 acres 3 acres Shoreland 687 acres 10 acres PROPOSED DISTRICT TOTAL AREA MINIMUM LOT SIZE Village Business 36 acres 0.25 acre Village Mixed Use 227 acres 0.25 acre Village Residential 364 acres 0.25 acre General Business 451 acres 3 acres Recreation 250 acres 1 acre Residential 1519 acres 1 acre Rural 20,167 acres 3 acres PROPOSED OVERLAY DISTRICT Total Area Aquifer Protection Overlay 603 acres Conservation Overlay 1707 acres Conservation Overlay 1525 acres Planned Community Facilities

The proposed amendments do not directly implement any specific proposals for planned community facilities.

The draft UDRs continue to implement a community vision and set of land use policies that have been in place for many years. Growth will be directed to the villages, business, and recreation districts. Residential areas will welcome new housing in the villages, existing neighborhoods, and nearby suitable lands.

Outlying development will fit into the landscape, seek to preserve rural character, and protect natural resources. Further fragmentation and development of high-elevation, inaccessible, and environmentally sensitive lands will be discouraged.

Given that there is no substantive change in direction, the draft UDRs are not anticipated to create new or different demand for community facilities than the current Zoning Bylaw.

END”

5. The meeting was adjourned at 5:45.
6. The next meeting of the PC will be March 11,2024 at 3:30 in the Twitchell Building

Respectfully Submitted:

Dick Dale