

TOWN OF LONDONDERRY, VERMONT
PLANNING COMMISSION MEETING MINUTES
MARCH 23, 2026
TOWN OFFICE
100 OLD SCHOOL STREET
SOUTH LONDONDERRY, VERMONT 05155

PLANNING COMMISSION MEMBERS PRESENT: Brent Bammaritio-Chair, Pamela J. Spaulding-Clerk, Trevor Powers, Stephen L. Twitichell.

TOWN OFFICIALS: William Goodwin-Zoning Administrator, Nancy Jensen-Housing Commission, Maryann Morris-Housing Commission. Via Zoom: Patty Eisenhour-Housing Commission Chair, and Esther Fishman- DRB Chair.

1. CALL MEETING TO ORDER:

A quorum being present the Planning Commission of Londonderry, Vermont was called to order at 6:00 P.M. by Brent Bammarito, Chair.

2. CHECK ZOOM SIGN-IN:

The ZOOM sign-in was found to be in working order.

3. ADDITIONS AND/OR DELETIONS TO THE AGENDA [1 V.S.A. 312 (D)(3)(A)]:

Pam moved to add under NEW BUSINESS, item e “Discuss April 13th Meeting.” Trevor seconded and the motion passed unanimously.

4. MINUTES APPROVAL (03/09/2026):

Brent moved to approve the minutes of 03/09/2026. Trevor seconded and the motion passed unanimously.

5. ANNOUNCEMENTS/CORRESPONDENCE:

Pam mentioned that she had received an email from Martha Dale that probably concerned the Housing Commission more but Portland, Maine is allowing duplexes on small acreage that are vertical versus horizontal in nature. However, it should be noted that they have municipal water and sewage.

Pam also mentioned that there is a webinar for municipal chairs regarding the Open Meeting Law. It was held on March 18th but is available on-line.

Pam mentioned a notice from VLCT that occurred today titled: “March 23: A Turn for the Worse on Town Highway Funding, PILOT surplus, Zoning for Agriculture.”

There was also an article from “Local Motion regarding streets as meeting places for neighbors with activities such as block parties.

6. VISITORS/CONCERNED CITIZENS:

Nancy Jensen from the Housing Commission gave a handout regarding Londonderry

Multi-Unit Housing. She pointed out the need for rental units and developers and that there were few vacant lots available. Nancy had looked at current zoning, not the proposed changes. She had also subtracted government properties. The Town does own property but it is not necessarily able to be developed as well as the FEMA buy-out properties, the Conservation areas, and the Wetlands. Brent mentioned that many properties are not perfect rectangles and also mentioned the actual size of a one half acre lot. Will mentioned "Density Bonus" and will look into adding that to the PUD section of the by-laws. It was mentioned that that would work well with non-public or public ownership and would be left up to the DRB. Steve asked about the location of one half acre lots and there are no specific locations. Looking to add multi-unit housing on one acre lots. The question was raised about ADUs being only for single family use.

Later in the meeting Esther asked questions regarding a clarification between an Artist's Gallery and Studio. Will responded that one is a commercial enterprise and the other is considered a workshop. Esther had sent other questions for clarification and William will send her answers.

7. OLD BUSINESS:

a. PUBLIC HEARING DISCUSSION:

i. BY-LAWS REVIEW FOR PUBLIC HEARING ON APRIL 13, 2026:

The following changes were discussed:

1004. Applicability 2. Omit dormer and add as a separate number "the addition of a dormer."

2005. Use Standards 7 Materially Similar Uses: DRB would not be involved initially.

Page 28 2. Measurement: 3. Remove b "Tree houses without bedrooms to exceed the maximum height standard upon the applicant demonstrating that the additional height will not pose a risk to public safety."

2102: Village Residential Districts (VR): 2..Lot size 1 Acre: After much discussion it was decided to keep this at one acre with reasons stated that currently there is no municipal water and the wastewater system is limited and gives priority to those in a flood zone and with failing septic systems. It was mentioned that this can always be amended at a later date.

2203: Flood and Fluvial Erosion Overlay (FO): State model by-laws will be used.

Page 70 Max. Lot Coverage: The 2009 By-laws were used as "Current Zoning Districts": RR1 will be changed from 10% to 15%. A show of hands approved this change with one abstention.

Page 71 Group Home < 8 Residents: There should be a category for Group Homes for less than 7 people.

Page 71 Multi-Family Dwelling (3 or more units) It was decided to leave this for now; could do duplex or ADU. DRB approval might be needed.

3002. Access 2. Change "If serving" to "to serve as" for clarity.

3008. Development in a Public Right-of-Way 2 remove "assumed to be"

Pam asked for clarification on 3010. Driveways 2. Setback.

Page 104 4. General Standards. All signs must be: Add "Mixed Uses in VC, RC, and SC including commercial shopping centers, and business, manufacturing or industrial parks: May have one (1) freestanding sign for the entire development to be located near the principal entrance and not to exceed 30 square feet in total unless otherwise permitted under Site Plan Review.

Page 107 16. Electronic Message Signs: Remove “d) The sign message must not change more than once per minute.”

Page 107 18. Sign Area. b. The question was “Will someone do a huge panel with a tiny sign:”

3202. Accessory Dwelling: Add “and duplexes.”

3202 e. Change 900 square feet to 1000 square feet

3202 3. Add “Londonderry allows attached duplexes wherever single unit homes are allowed as long they will meet septic and dimensional requirements.”

3211. Extraction and Quarrying: Clarification: New quarries will have a probationary period of 5 years pending DRB approval.

3219. Short-Term Rental (STR) 1 Requirements b. Add “Must conform to section 3011.” Fire and Building Safety: a. Bathroom b. Kitchen and a dwelling must have c. Washer and Dryer if multi-family, 7. Parking 8. Water Supply and Wastewater Disposal. (Esther asked about composting toilets: They are allowed but state septic rules apply.)

Page 128 6. Road Surface Width. Needs to coordinate with town and road standards. For clarification 20 feet with 2 foot shoulders.

3411 Residential Density: “ Density Bonus. An applicant for a PUD may propose to develop the site at a higher density than would otherwise be allowed in the zoning district.” This was followed by a long list with the caveat that the DRB “must determine that the additional lots or dwellings could be developed in a manner that will be consistent with all applicable provisions of these regulations before approving a density bonus.”

4201. Submitting a Zoning Permit Application e. Add “f. Refer applications to the DRB where applicable.

Page 155 4. Review Criteria: Change “the Board (being the DRB) will consider any capital program” to “Board will consider any municipal capital program or budget in effect at the time of application.”

Page 156: h. Add” The development shall not result in any undue adverse impact to any scenic area, historic resources, agricultural soils, forest blocks, habitat connectors, or natural resources identified in the Town Plan or through site investigation. The Board may limit the location, scale, layout and design of the proposed development to ensure the protection of scenic areas, historic resources and/or natural resources.”

4503 6. Add “if allowed by 1 V.S.A. 312 (5) after on-line.

Page 178 Add “Camping Unit. A camping unit is a portable, temporary shelter or vehicle designed for human occupancy during recreation or travel, typically used for sleeping in a campground. Common examples include tents, RVs, travel trailers, pop-up campers, truck campers, vans.

Patty asked questions during the discussion regarding the 1 acre lot size, District R1: 10% lot coverage allowing House, Barn, ADU, encourage the wastewater committee to attend meetings, neighbors being unsure about infil (as this had been brought up in the discussion), regarding the Density Bonus the “in perpetuity”, work force housing being affordable, Will stated that PUDs do work well.

Steve made the motion to accept the changes discussed. Brent seconded and the motion passed unanimously.

ii. UPDATE ON PROGRESS FOR PUBLIC HEARING:

Pam mentioned that the notice had been posted in the Vermont Journal, on the Town Website, the Town Office, and the two Post Offices.

8. NEW BUSINESS:

a. DISCUSSION ON GOALS/TIMELINE MOVING FORWARD:

After the Public Hearing on April 13th, 2026, we will have a better idea of how much needs to be changed at the meeting on the 27th of that month. It was decided that we can aim to present the by-laws to the Selectboard on May 4th, 2026. It was encouraged that as many members as possible attend that presentation.

b. DISCUSSION OF MAY 11TH MEETING:

Pam mentioned that there will be a continuance of the Town Meeting on May 11th at 6:00 P.M. for the sole purpose of discussing Article 13 from the Town Report. The Article involves the hiring of a General Office Manager at a cost of \$81, 000 per annum which would include salary and benefits. The article further states that a portion of that would be divided among all the Departments of the Town but at the Town Meeting no percentage of that amount was able to be given. Pam noted that for it to be included in the budget, a line item would need to be added and addressed her frustration with this since all budgets are part of the General Fund. Pam plans to attend this meeting and questioned if the Planning Commission wanted to meet on May 13th as a Special Meeting. It was decided that tentatively there will be no meeting on the 11th.

c. AGENDA ITEMS FOR MARCH 31ST MEETING:

Prep for the Public Hearing on April 13th.

Pam will update our Rules of Procedure for 2026 because of the changes that have occurred since the 2025 Rules of Procedure were written and will put "Approve/Adopt Rules of Procedure for 2026" on the Agenda.

There were no other suggestions for the Agenda.

d. RULES OF PROCEDURE FOR 2026:

There is a need to "tweak" them because of the changes of responsibility of the Clerk, such as posting to the Town Website, the Town Office, and the two Post Offices. Currently the Chair is supposed to post the agenda but was originally the responsibility of the Clerk. The Vermont Journal has been designated as the newspaper the Town will use for notices.

e. DISCUSSION OF APRIL 13TH, 2026 MEETING

STR is having a "Special" Meeting that day but will be meeting earlier due to our Public Hearing and being able to set-up easily. Brent expressed his opinion on this and was encouraged to speak to the STR administrator.

9. COMMITTEES:

a. STR:

The STR is working on getting some wording adjusted and Trevor mentioned that it was felt that a couple more meetings could accomplish that. There is still some fine tuning that needs to be done for the appeal process. The Town Attorney felt that a three member appeals board would work well with one member being from the Selectboard, one from the STR, and one from the general public. That is still to be determined.

b. HOUSING

There has not been a meeting of the Housing Commission in March.

10. EXECUTIVE SESSION VIA 1 V.S.A. 313(a)(3) FOR DISCUSSION OF PERSONNEL:

Pam moved to go into Executive Session via 1 V.S.A. 313(a)(3) for discussion of personnel noting that recordings will stop at this time and no-one for the public is invited to attend. Brent seconded the motion and the motion carried unanimously. All recordings were stopped and the Commission entered an Executive Session.

Pam moved to come out of Executive Session at 8:07 P.M. Steve seconded and the motion passed unanimously.

11. ADJOURN:

Pam moved to adjourn the meeting. Trevor seconded and the motion passed unanimously. The Meeting adjourned at 8:07 P.M.

Respectfully submitted,

Pamela J. Spaulding
Clerk

Brent Bammarito
Chair

REMOTE INFORMATION:

Web: <https://us02web.zoom.us/j/9076503251>

Meeting ID: 907 650 3251