

TOWN OF LYNDON
PLANNING COMMISSION
January 30, 2019 Meeting Minutes
Approved 2/13/19

Planning Commissioners: Mike Schlesinger, Sean McFeeley, Evan Carlson, Sylvia Dodge, Susan Hanus, Tammy Martel

Public Official(s): Annie McLean

Press:

Public: Alison Low (NVDA), VHB Project Team – *via phone* (Kaitlin O'Shea, Lucy Thayer, Britta Tonn)

Mike Schlesinger chaired the meeting, which was called to order at 6:30 p.m.

Sean McFeeley made a **motion to approve the minutes of November 28, 2018**. Sylvia Dodge **seconded the motion**. The Commission **voted 6-0**.

Teleconference with VHB re: development of design guidelines

Lyndon received a 2018 Municipal Planning Grant for the development of commercial design guidelines to be incorporated into the Town Zoning Bylaws. Commissioners shared their thoughts on the development of draft design guidelines with the VHB Team. Main points included:

- Keep Lyndon looking like quintessential Vermont!
- The desire for design guidelines grew out of a lack of cohesive architecture in recent/new development and a lack of landscape planning or site design (building style, trees, setback, curb cuts, parking lots, etc.).
- The primary targets of these design guidelines are commercial buildings, as Lyndon is a junction to Route 114, 5, and 122.
- Of the examples provided by VHB, Bennington's Design Guidelines were the most appealing and fitting for Lyndon.
- There are concerns about the gateways into Lyndon.
- At the same time, the design guidelines should not be too onerous and should not conflict with existing zoning. The guidelines should fit the town's culture.
- These design guidelines should be able to be incorporated into zoning and subject to enforcement.

The deadline to utilize 2018 (MPG) funding the Design Guidelines Project is May 31, 2019. VHB is working on Task 1 – Background Research. Commissioner and VHB Team discussed Task 2, including a site survey. The VHB Team will send out a Doodle Poll to help select a date for the site survey.

2019 Work Plan and Reappointments

Susan Hanus and Sean McFeeley requested to be reappointed for three-year terms in March. Mike Schlesinger announced that he would not be seeking reappointment. Annie McLean noted that the Selectboard would be interviewing a potential new member (Emily Irwin) on Monday. Alison Low, a planner with Northeastern Vermont Development Association (NVDA), joined the meeting to discuss Lyndon's 2020 Town Plan update process. Commissioners discussed a timeline for the process and the outline for Plan contents. An array of public outreach techniques were also discussed. Ms. Low and Ms. McLean will put together a draft community survey and distribute to Commissioners for input early next week.

433 East Burke Rd. Greenspace Project

Annie McLean provided an update on the Phase II Environmental Assessment and noted that the final concept design should be available next week.

Definition(s) of “inn”

Commissioners decided to postpone discussion on draft language for a definition of “inn” until the next Planning Commission meeting.

The next Planning Commission meeting is February 13, 2019 at 6:30 p.m.

The meeting adjourned at 8:05 p.m.