Town of Lyndon

Planning Commission Meeting Minutes

Wednesday, September 09, 2026

In attendance—

COMMITTEE MEMBERS: Holly Taylor (Chair), John Peters, Curtis Carpenter (via Zoom), Quintin Tomasi, Kevin Horner, Ken Mason.

OFFICIALS: Tracy Bodeo (Planning Director), Jon Prue (Zoning Administrator)

PUBLIC: Heather Carrington (CCDS, via Zoom), Bill Walker, Deborah McLeod, Marty Feltus, Ken Burcheski, Cynthia Stewart (via Zoom)

PRESS: Paul Walker

Holly Taylor opened the Public Hearing at 6:00 pm.

Tracy read aloud the following introduction summary for the meeting:

1) This public hearing is to state the purpose of the proposed bylaw amendments and to review and receive public comment on these amendments.
2) The proposed bylaw amendments are being presented in two parts: Part 1—amendments pertaining to the State of Vermont Act 47 (Housing Opportunities Made for Everyone "HOME" Act) as well as other State statutes; Part 2—the addition of Design Review Overlay District Regulations (Article XVII).

   The purpose of part 1 and compliance with Act 47 is to provide additional housing development options in areas served by municipal water and wastewater infrastructure. The amendments create more housing-related permitted uses, reduce the dimensional standards to allow for higher density in areas served by municipal water and wastewater infrastructure, and align minimum parking requirements to the statutory requirements. The other changes that were made allow our bylaws to conform to state statutes in § 4412, § 4413, and § 4414 of Subchapter 7: BYLAWS, and as required in the Municipal Planning Commission Bylaw Report that was filed with the State. Additional changes allow for clarity in language, including several definitions that were added as mandated, or adjusted. Part 1 applies Town-wide.

   Part 2, the addition of Article XVII, the Design District, is being proposed for the following purposes: To implement the goals, policies, and recommendations in the current municipal plan (specifically Action 2.5.); to establish the Design Review Overlay District in accordance with the 24 V.S.A. §4414(1)(E), to protect and enhance the historical, architectural, and cultural significance of the historic structures and other resources within this overlay district; and to

ensure that new development and additions to historic and non-historic structures are compatible with the historic structures by encouraging a consistently high standard of design in renovations and new construction to support and maintain the historical, architectural, and cultural significance of the Design Review Overlay District. Part 2 applies only within the boundary of the new Design Review Overlay District, as shown in Appendix E of the proposed bylaw amendments, and does not apply elsewhere in Town.

Action 2.5 of the Lyndon Municipal Plan: "Update local land use regulations to include design standards for commercial properties using recommendations in the VHB "Lyndon Existing Conditions Report--Lyndon Design Guidelines." This Existing Conditions-Design Guidelines report was prepared by VHB and then presented and discussed at multiple public meetings in 2019, the last being on May 22, 2019. The Town used the VHB report to establish Action 2.5 in the Lyndon Municipal Plan. The Municipal Plan was approved in 2020, after both a Planning Commission Public Hearing on January 22, 2020, and a final Selectboard Public Hearing on September 30, 2020. Over the last few years, in the process of preparing an application for Downtown Designation, the Town has implemented Action item 2.5 and used the Lyndon Design Guidelines report in creating Our Design Review Overlay District Regulations (Article XVII), adding them to our current proposed amended bylaws.

Next, Heather Carrington, our hired consultant for the Downtown Designation application and specific prerequisites, went over Part 2 of the bylaw amendments—the Design Review Overlay District Regulations. Heather read through each section of the added Article XVII, explaining how we arrived at these regulations and answered questions from the public.

Tracy then provided a review of Part 1—the amendments per Act 47 and other State statutes, as well as clarifying definitions and language. She read through and explained the individual additions/modifications/deletions, as shown in the red line version of our proposed bylaw amendments. (A copy of the proposed bylaw amendments can be found on the Town website, under the Zoning Bylaws tab, or by clicking here). Tracy, the PC, and Jon Prue, Zoning Administrator, answered questions from the public about the changes.

Closing of the Public Hearing: A motion to close the Public Hearing was made by Ken. Holly seconded the motion. All were in favor, 6-0. The Public Hearing was closed at 7:09 pm.

Meeting begins: Holly called the regular PC meeting to order at 7:10 pm.

Agenda Changes: None

Meeting Discussion:

The group briefly discussed sending the proposed bylaw amendments to the Selectboard.

A Motion was made by Ken and seconded by Holly to send the approved proposed Design Overlay District (part 2 of the bylaw amendments) to the Selectboard. Approved 6-0.

A Motion was made by Ken and seconded by Quintin to send part 1 of the approved full proposed bylaw amendments to the Selectboard. Approved 6-0.

Approval of the minutes from the August 26, 2026, meeting: Kevin made a motion to approve the minutes. John seconded the motion. Vote: 6-0 approved.

Comments from the public on non-agenda items: None.

Meeting adjourned at 7:13 pm; motioned by Ken, seconded by John.

*****Meeting minutes prepared by Tracy Bodeo on 09/11/26. For a detailed account of the meeting, please listen to the recording, also posted on our website.