

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, April 2, 2024

Members Present: Beth Cook, Bob Cook, Alice Peal, Jonathan Ursprung
Members Absent: Emma Hanson, AnnMarie Harmon
Staff Present: JB Weir, Planning and Zoning Administrator
Others Present: None

II. Regular Business.

1. Call to Order

The meeting was called to order at 7:15 pm by Jonathan. The meeting was held in person at the Town Offices and remotely via Zoom.

2. Review agenda for addition, removal, or adjustment of any items.

No adjustments were made to the agenda.

3. Public Forum.

Nobody present requested time to address the Commission.

4. Approval of Minutes

The minutes of March 19, 2024 were amended and approved.

5. Village Master Planning

Submittal Discussion/Interview Questions – JB confirmed that interviews are scheduled for April 15 and 16; the Steering Committee will bring a recommendation to the PC at the April 16 meeting. There was general agreement that all three candidates had provided excellent packages, and some discussion on the need to further evaluate during the interview process the wetland expertise that will be provided by each consultant.

6. NDA Designation Update

JB reported on the smooth review process with the Downtown Board, and that the NDA has been approved and associated mapping provided to ACCD. DEC has been notified of the approval, as the designation will provide for greater levels of funding availability.

It was clarified that the Village Center and NDA designations provide for different, yet overlapping, benefits for the Town, and discussed that related information will need to be included in the next iteration of the Town Plan.

7. Wastewater Planning Project Update

JB highlighted some items from his staff report; work continues on establishing easements, completing funding applications, and creation of an outreach video and other publicity.

8. 2024 Work Plan Discussion

The work plan from 2022 was available, and it was noted that everything on that list had been addressed. Upcoming items that will need to be addressed include incorporating a Groundwater Protection Overlay into the Land Use Regulations, incorporating River Corridor regulation changes related to the work that Alice is completing with Brian Voigt at the RPC level, and updating the

Energy Chapter in the Town Plan when other sections of the Plan are addressed as necessary. The PC also plans on holding further discussions related to the impacts of short-term rentals (STR), including the potential for establishing a registry as well as ensuring that residents will continue to be able to provide themselves with supplemental income through this type of rental.

Other items raised included involving the Fire Department in Master Planning discussions, and consideration of rules related to STRs when outlining Irasville development regulations.

JB emphasized that the Master Planning work will require full PC involvement as the work unfolds, as the project's scope is too large to be covered by the Steering Committee alone.

JB also pointed out that he has received several inquiries related to the creation of housing within the Limited Business District, and suggested that the PC review the types of development allowed in that District, as there is potential for housing development in that area which is currently either precluded or involves what may be restrictive/unallowable Conditional Use Review. Alice mentioned the connectivity between discussion of this matter and the Housing and Population chapters of the Regional Plan, including transportation considerations.

9. PC Vacancy

There have been no applicants for the vacant position; JB will republish the ad seeking candidates.

10. Other Business

CVRPC Update – Alice will provide a link to a recent presentation regarding Act 250. She also reported on a housing project review that she recently attended.

MRVPD – No update was available as this group did not meet in March.

JB reported that the Shea brothers have received a grant for rehabbing the church building on Main Street which they own as apartments.

11. Adjournment

The meeting adjourned at 8:50 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary