

Planning Commission Minutes
Monday October 27, 2025
5:00 pm

Open regular meeting

Matthew Moore opened the meeting at 5:11

In Attendance:

In Person: Matthew Moore (Chair), Michele Carlson

Via Zoom: Erik King (Vice Chair), Cheryl LaFlamme

Absent: Brian Holt

Others Present:

In Person: Alex Miller (Zoning Administrator,) Scott Tucker (Town Manager,) Chris Lavoy,
John Lazelle, Therese Lounsbury, Christine Richter

Via Zoom: Joyce Cain, Samantha Kondracki

Additions to the Agenda:

1. Reminder: Selectboard hearing on proposed Bylaw changes scheduled for Nov 4th @ 5:30.
PC members encouraged to attend.
2. Shorelands definition and language to be discussed and approved.

Public Comment: none

Approve Minutes: 09/22/2025

Eric made a motion to approve the minutes of September 22, 2025. Matthew second; all in favor.

Resolution for a Better Connections Grant:

Christine Richter (Town Treasurer/Finance Officer) presented a state grant application for the planning/design phase to repair a failing retaining wall on Beaver Street and provide new sidewalk access on the street. Windham Regional Commission has reviewed and recommended grant. PC reviewed asked questions pertaining and moved to resolution.

Erik made a motion to approve signature of the resolution for a Better Connections Grant application submission. Cheryl second; all in favor.

Update on Town Plan and Public Meeting:

- Public Meeting will be Saturday Nov 1, from 9:00am - 1:00pm.
- PC went over logistics of setting up, refreshments, meeting structure, etc.
- Sue Westa from WRC will support meeting with maps, introductions and overall assistance.
- Survey has been distributed via flyers around town and mailed.
- Overall topics/tables/maps
 - Land Use & Zoning
 - Natural & Historic Resources
 - Municipal Transportation & Community Facilities
 - Economic Development
 - Recreation & Trails
 - Flood Adaptation & Water Resources

Review and Discussion of draft language relating to limits on number of guest rooms for short term rentals:

Discussed the timeline of possibly adding this to the recommended Bylaw changes to the Selectboard hearing at their scheduled Nov 4th meeting. Following discussion, and in the best interest of community the PC would like further review and to hold a Planning Commission public hearing on this topic prior to sending recommendations to Select Board.

Shorelands:

- Wilmington current bylaws do not include specific language from the states Shoreland Protection Act (10 V.S.A. Chapter 49A). PC discussed providing the Select Board with new language to consider for shorelands in time for their zoning/bylaw hearing on Nov 4th. As this is state regulated by ANR (Agency of Natural Resources) and definitions and language would not be changed, the PC sees this as a practical to add to upcoming Select Board hearing.
- Lake Raponda falls under the jurisdiction of the Shoreland Protection Act (body of waters that exceed 10 acres).

Erik made a motion to approve adding state regulated Shoreland definitions and regulations to Article X – Definitions and Article VII Section 730: Conditional Use-Specific Standards. Cheryl second; all in favor.

Nov 10, 2025 meeting canceled

Next meeting: Nov 24, 2025

Cheryl made a motion to adjourn at 6:32, Matthew second; all in favor.

Submitted by: Michele Carlson, Clerk