

Planning Commission Minutes
Monday Sept 22, 2025
5:00 pm
Zoom only

Open regular meeting

Matthew Moore opened the meeting at 5:04

In Attendance:

Matthew Moore (Chair), Erik King (Vice Chair), Cheryl LaFlamme, Michele Carlson

Absent: Brian Holt

Others Present:

Alex Miller (Zoning Administrator), Sue Westa (WRC), Jessica Lee Smith

Additions to the Agenda:

Approve minutes of Aug 22, 2025

Public Comment: none

Approve Minutes: 08/11/2025 & 08/22/2025

Cheryl made a motion to approve the minutes of August 11, 2025

Erik second; all in favor.

Cheryl made a motion to approve the minutes of August 22, 2025

Matthew second; all in favor.

Welcome new Zoning Administrator (Alex Miller)

Introductions and check in with new administrator.

Update on Town Plan

- Sue Westa presented a draft of survey and flyer for the town plan update. PC recommended a few changes in wording. Reviewed how the survey will be circulated. Survey will be available within a few weeks.
- Discussed having public meeting on a weekend (the public meeting held on a weekend for the last town update was well attended). Tentative date for the town plan update public meeting is Saturday, November 1.
- The grant funding for this update includes budget for printing, mailing and refreshments for the meeting. Flyers will be printed to post around town, postcards were also discussed.

Initial discussion of DRB hearings regarding conditional permits for short term rentals

Cheryl, the chair of DRB presented points that have come up in DRB hearings concerning short term rentals. Conditional use permits for rentals of large numbers of guests, in some cases 20+ people, are being pursued through the DRB. Some of these homes meet fire and septic requirements but are effectively operating as a lodging use at this capacity. Discussed limiting the number of guests in a short-term rental. Alex will review with the town attorney.

Shorelands and Docks Discussion

The current bylaws do not include specific language from the states Shoreland Protection Act (10 V.S.A. Chapter 49A), For clarity, Planning Commission discussed adding specific language to Bylaws Section 730 to include but not limited to:

1. Identify Lake Raponda as falling entirely under Shoreland Protection Act jurisdiction. (It exceeds 10-acres)

2. Development within 250 feet of such lakes is subject to state and local oversight.
3. Include state standards for docks (currently not included in towns bylaws)

Next meeting October 8, 2025 Not standard date/time, due to holiday on the 13th.**

Michele made a motion to adjourn at 6:22, Cheryl second; all in favor

Submitted by: Michele Carlson, Clerk