

Planning Commission Minutes
Monday March 9, 2026
5:00 pm

Open regular meeting

Matthew Moore opened the meeting at 5:09

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), Jon Hurdle

Via Zoom: Kari Hain, Tyler O'Connor, Jessica Lee Smith

Additions to the Agenda: None

Public Comment: None

Approve Minutes: 02/23/2026

Cheryl made a motion to approve the minutes of February 23, 2026

Michele second; all in favor

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

- The PC discussed language and parameters of possible limits to guest rooms for short term rentals. Cheryl Laflamme (Chair DRB-Design Review Board) and Alex Miller (Zoning Administrator) both advised the committee of their current experiences with permit applications for Short Term Rentals (STRs) with more than 5 bedrooms. There is currently no cap on guest rooms for DRB to use for these higher numbers of rooms.
- Discussed the pros and cons of caps particularly in residential districts.
- Reviewed state definitions and guidelines for guest rooms. Also discussed parking needs and accessors note that is used in permitting indicating the number of bedrooms.
- Cheryl noted that a cap will be beneficial for homeowners who are planning to renovate their home to maximize bedrooms prior to building out new bedrooms. Examples were discussed of homes converting spaces such as family rooms and garages to maximize guest rooms. A cap would set a structure for both DRB and homeowners to plan accordingly.
- PC will further discussion and review this topic in relation to each zoning district at first meeting in April.
- A hearing will be scheduled in the future for this topic before sending recommendations to Select Board. The PC invites feedback from community before hearing or at hearing.

Zoning Administrator Updates (Alex Miller):

Alex provided minor typographical corrections to make in the next bylaw update.

Next meeting: March 23, 2026

Cheryl made a motion to adjourn at 6:05, Matthew second; all in favor

Submitted by: Michele Carlson, Clerk