

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, June 24, 2025

Members Present: Beth Cook, Bob Cook, Emma Hanson, AnnMarie Harmon, Jonathan Ursprung
Members Absent: Becca Newhall, Alice Peal
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 7:00 pm by Jonathan Ursprung. 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 requested an opportunity to comment.

4. Approval of Minutes

The Minutes of June 3, 2025 were approved.

5. Vermont Local Level Outdoor Recreation Economic Impact Project

JB reported that he had completed the foundational assessment form for this project, and that Joshua Schwartz would be reviewing the contents. JB then outlined the agenda for the pilot meeting and site visits to be held on June 25. He explained that the proposed focus of this project is the recreation connections from Irasville, and that the final deliverable will be recommendations for tool kit components to be used in local implementation strategies. JB has been provided with links related to how the tool kit will work, and he noted that he would put a packet of information together for PC members once he has explored the information provided.

PC members considered formally approving Waitsfield's participation in this Project, but it was agreed to hold off on taking this type of action until more is understood about the implications for Waitsfield as well as other towns in the MRV. It was noted that the Recreation District and MRVPD staff were involved, which is appropriate when considering the potential for the results of the project to impact the entire area.

6. CVRPC Update

Alice had provided a written update, which was included in the meeting packet. JB provided some updates to that content, particularly regarding CVRPC's plans to hold meetings with each municipality in order to review and seek input on the Regional Future Land Use Map and its relationship with the new LURB Tier designations. Jonathan spoke of the preference to have such a meeting's contents tailored to Waitsfield's development needs, including an understanding of how the existing neighborhood designations will relate to the new tier system. It was agreed that Jonathan and JB will communicate with RPC staff to ensure that the content provided at the related meeting is suitable, and consists of more than a general presentation of Map and Tier information.

7. Wastewater Planning Project Update

JB reported that neither the VCDP nor the Northern Borders program awarded grants to Waitsfield, and that USDA has not yet provided details of the package they will offer. At this point, USDA will be putting together a grant/loan package for the entire project as well as one for a Phase One option, which would cover the upper Irasville area. One bid had been received for the necessary advanced treatment system, for \$535K, which was in the range anticipated.

8. Village Master Plan Update

No recent Steering Committee meeting had been held, and JB explained that no response had yet been received from Shannon Morrison. Both the Committee and SE Group are waiting for her feedback; SE Group will not be finalizing their work until her response to the correspondence sent to her is available.

It was agreed that work should begin on the application process for the second phase of master planning, although no information is yet available for the upcoming funding cycle.

9. 2025 PC Work Plan

The items which were already included on the Plan were reviewed, including the second phase of Irasville planning, including related potential bylaw changes; consideration of changes to the bylaws related to the Limited Business District, including impacts of the wastewater system infrastructure running through that area; and potential changes to ADU square footage allowances.

It was explained that ordinances related to the accumulation of 'junk' are typically in the purview of the Selectboard.

Items agreed to be added to the Plan included learning more about the new LURB tier system and formulation of a related action plan, and consideration of development of an STR ordinance. It was outlined that STR-related work should begin with a discussion held with the Selectboard, and noted that SE Group staff may be able to provide some examples of what other municipalities have in place to address STR regulation.

The next review of the Work Plan will focus on assigning PC members to take the lead on specific projects, and prioritizing the projects included in the Plan.

10. Other Business

MRVPD – Jonathan reported that the most recent PD meeting had included the annual Sugarbush data presentation. He also noted that the Mad Bus Valley Floor route has not been used by many, and that the level of continuation for that route is being explored. Jonathan indicated that the Steward MRV program continues to be very successful.

It was agreed that the next PC meeting will be held on July 15.

11. Adjournment

The meeting adjourned at 8:56 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary