

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, December 2, 2025

Members Present: Beth Cook, Bob Cook, Emma Hanson, AnnMarie Harmon, Jonathan Ursprung
Members Absent: Becca Newhall, Alice Peal
Staff Present: JB Weir, Zoning Administrator
Others Present: Forest Anderson, Ryan Diehl, Madhurri Barefoot

II. Regular Business

1. Call to Order

The meeting was called to order at 7:05 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 changes were made to the agenda.

3. Public Forum

Forest Anderson of Vermont Rural Water Association was present, and offered to provide the non-profit's services as the wastewater project is moved forward. It was agreed that he would connect with JB to discuss this further.

4. Approval of Minutes

The Minutes of November 18, 2025 were amended and approved.

5. Draft Village Master Plan

- Public Comments Review – The edits proposed by the Steering Committee during their review of the comments received were outlined by Jonathan, and those were all agreed to, with the following also suggested:
 - Not to mention potential for additional parking at the Skatium site
 - Point out that images included in the Plan are for the types of structures anticipated to be developed
 - Adding an 's' to 'sidewalk' on page 23
 - Note that there has been community interest in a swimming pool

There was further discussion of providing assurances that building design will be what is desired by the community, with Bob noting that this matter requires further conversation.

- Next Steps – Jonathan outlined that the edits will be incorporated by SE Group, and the revised draft Plan will be ready for adoption and passing to the Selectboard at the next PC meeting.

6. Wastewater Planning Project Update

JB noted that design work is continuing, and that he has been in contact with John Kiernan regarding the landowner coordination process.

9. PC Work Plan 2026

- Overview – Jonathan highlighted some of the items included in the Work Plan, which was included in the meeting packet, noting that there would be more discussion of the individual tasks at the next PC meeting. Matters that were mentioned included:
 - Potential STR regulation is a Selectboard priority, with no timeline specified, but a recommendation that the PC provide a report of their work in this area by spring of 2026. It was agreed to invite Eric Friedman to an upcoming meeting to provide input on this topic from the business community.
 - Consideration of changes to the uses allowed in the Ag/Res District
 - The PC’s role in implementation of the Master Plan, as well as further Irasville planning – CHIP financing, Irasville STRs, and including business/Chamber input, traffic studies, landowner engagement
 - Potentially reconvene/restructure the Steering Committee to work on these matters
 - Invite Brian Voigt to provide an explanation of the new Tier system and what fits for Waitsfield
 - Budgeting needs – including for potential hiring of consultant to work on next steps post-Master Plan project (i.e. CHIP program)

9. Other Business

Jonathan provided a brief MRVPD update; the hiring process and budget planning are still underway.

Ryan and Madhurri were present, and Jonathan explained that the PC feels it is appropriate for the PC to consider additional uses for the Ag/Res District, but that the topic will not be on the agenda until the Work Plan is finalized, at which point a look at the broader picture and related implications of proposed changes will be reviewed.

7. Adjournment

The meeting adjourned at 9:11 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary