



# WAITSFIELD PLANNING COMMISSION AGENDA

May 19, 2026 at 7:00 p.m.

## Planning Commission

Beth Cook  
Robert Cook  
Emma Hanson  
AnnMarie Harmon, Vice-Chair  
Becca Newhall  
Alice Peal  
Jonathan Ursprung, Chair

**THE PLANNING COMMISSION WILL BE HOLDING A HYBRID MEETING. THE PUBLIC MAY ATTEND IN PERSON AT WAITSFIELD TOWN HALL OR REMOTE VIA ZOOM WITH TELEPHONE AND/OR VIDEO ACCESS. THOSE PARTICIPATING MAY SPEAK DURING THE DESIGNATED PERIODS.**

To join the meeting remotely, use this link:

<https://us02web.zoom.us/j/9190265312>

**Meeting ID:** 919 026 5312

**Or call:** 1 929 205 6099

## Planning & Zoning Administrator

J. B. Weir

## Town Administrator

York Haverkamp

## Town Clerk

Jennifer Peterson

## Town Treasurer

Steve Lewis

## Waitsfield Town Office

4144 Main Street  
Waitsfield, VT 05673  
(802) 496-2218  
[www.waitsfieldvt.gov](http://www.waitsfieldvt.gov)

1. CALL TO ORDER / ROLL CALL
2. REVISIONS TO AGENDA, IF ANY (5 +/- min)
3. PUBLIC FORUM (10 +/- min)
4. APPROVAL OF MINUTES –MAY 5 (10 +/- min)
5. SHORT-TERM RENTALS (30 +/- min) Emma, Beth & Becca
6. TOWN PLAN UPDATE (10 +/- min) JB
7. WASTEWATER PLANNING PROJECT UPDATE (10 +/- min) JB/Bob
8. LEGISLATIVE UPDATE (15 +/- min) JB
  - a. Wetlands Rulemaking
  - b. Road Rule / Tier 3
9. PC WORK PLAN (20 +/- min)
10. OTHER BUSINESS (10+/-min)
  - a. PC Vacancy update
  - b. DRB Update
11. ADJOURNMENT

**Waitsfield Planning and Zoning Administrators Report  
Planning Commission May 19, 2026 meeting**

**5. Short-Term Rentals**

The draft Short-Term Rental ordinance is included in the packet. Josh Schwartz of the Mad River Valley Planning District had hoped to provide feedback on the draft to include in the meeting packet. Unfortunately, he has not had the time to do so. Josh intends to review the draft ahead of our meeting. As soon as that is complete, the PZA will forward his feedback to the full PC. Ideally, we can review his comments and suggestions at the meeting.

**6. Town Plan Update**

As a refresher, the 2022 Town Plan was approved by CVRPC on the condition that, if the Plan was to remain valid for eight years as opposed to four years, then the childcare section would have to be updated to accord with State Planning Goal 13: “To ensure the availability of safe and affordable child care and to integrate child care issues into the planning process, including child care financing, infrastructure, business assistance for child care providers, and child care work force development.”

The PZA drafted a new section on *Childcare* for inclusion in the Town Plan. Commissioners reviewed the draft language at last meeting. The only suggested revision was to reference that Neck of the Woods was a licensed nonprofit. The PZA has made that revision, and the updated section is included in the packet along with the proposed public hearing notice and the statutorily required Planning Commission Reporting form. The PZA has set the date of the public hearing for the Board’s first meeting in July: **July 7**. Based upon the required 30-day notice period, June 16 was the soonest possible date that coincided with a regularly scheduled Commission meeting. However, the PZA believes it would be good to give the draft to the CVRPC ahead of public notice to make sure the language is satisfactory insofar as State Planning Goal 13. Setting the meeting for July 7 gives the CVRPC a couple weeks to provide any feedback on the draft language. If the PZA has not heard back within that time period, we will proceed anyway.

The PZA has included in the proposed update various efforts on behalf of the Town in support of childcare programs, including ARPA allocations and zoning fee waivers.

Should CVRPC approve the updated language pertaining to State Planning Goal 13, the Waitsfield Town Plan would retain confirmation of its planning process for another four years. Confirmation of our planning process means that Waitsfield is eligible for future municipal

planning grant funding and other statewide programs. The Town is likely to embark upon an ambitious update of the Plan in a few years in the aftermath of current Town project and given the various legislative changes to State land use policy.

## **7. Wastewater Project Update**

CORRECTION: At last meeting the PZA told commissioners that the wastewater project was not included on any congressionally directed spending list for FY '27. The PZA was incorrect! I had reviewed the lists for Senators Sanders and Welch and Representative Balint insofar as CDS requests under the USDA, which indeed what agency monies were applied for.

Instead, the Town project was listed in both Sanders' and Welch's list for \$3.5 million, albeit under monies allotted for the Department of the Interior. GREAT NEWS!

Senator Peter Welch's CDS webpage can be found [here](#).

Senator Bernie Sanders' CDS webpage can be found [here](#).

The PZA and Town Administrator met with the Town attorney last week to begin the drafting of the required easements. These include easements for individual connections, main line private property crossings and pump stations. Robin Morris of the Water Commission has completed the first draft of the Wastewater Ordinance. That draft is currently under review.

On May 7<sup>th</sup>, the Town officially reached two important milestones! The Department of Historic Preservation signed off on the project as having no adverse impact on any historical archaeologically sensitive resources. In addition, the Town received notice that CWSRF has accepted the USDA's Finding of No Significant Impact Determination.

The system is now at 90% design and will be submitted to CWSRF by the end of this week. If members would like to view the 90% design plans, please reach out for a link or hard copy. At this time, the project will likely go out to bid in the early part of the summer.

The project website has been updated by Planning District staff and can be found [here](#).

## **8. Legislative Update**

In the aftermath of [Executive Order 06-25](#), State agencies have been scrambling to codify an updated set of rules. The Order – titled “Promoting Housing Construction and Rehabilitation” - sought to promote housing construction and rehabilitation in Vermont. This Order compels several steps to be taken by Agencies and Boards of the State of Vermont to support housing by

streamlining requirements to which housing projects in Vermont are subject. The proposed changes to the Vermont Wetland Rules (VWR) make housing project construction an allowed use in unmapped Class II wetlands located within specified growth areas and Act 250 exempt areas. To qualify for the new allowed use, housing projects must avoid the mapped wetland area and a 25-foot setback. The only exception is for utility crossings, which must follow approved best management practices. Any activity that does not meet these conditions would still require a wetland permit. More detailed information can be found [here](#).

In developing interim guidance, ANR Secretary Moore determined the most prudent path forward is to fully implement the wetlands-related provisions of the EO through amendment to the Vermont Wetland Rules. The proposed rule amendment would create a new provision allowing certain residential housing projects in designated areas to proceed without a wetland permit. Certain projects may qualify when the project activity avoids Class I wetlands and their buffers, mapped Class II wetlands identified on the Vermont Significant Wetlands Inventory, and the first 25 feet of the contiguous buffer zone for those mapped Class II wetlands. This change supports Vermont's housing goals by reducing permitting requirements for qualifying projects while maintaining protections for mapped wetland resources.

The Department of Environmental Conservation (DEC) is undergoing a formal rulemaking process to amend the Vermont Wetland Rules to conform with Executive Order 06-25. The current Vermont Wetland Rules are still under effect for residential housing projects until the revised Rule is adopted. The Rule amendments were filed with the Legislative Committee on Administrative Rule (LCAR) on April 6. May 21<sup>st</sup> is the last day of the 45-day review. July 7 is the 8-month deadline for final adoption of the updates Rule.

### Road Rule / Tier 3

On May 7, the Vermont House of Representatives voted 141-0 in favor of S.325, which makes reforms to 2024's Act 181 by repealing the road rule and Tier 3 and extending to 2028 temporary Act 250 exemptions for housing developments.

Per VLTC, "Act 181 (bill H.687) was passed in the veto session of 2024. Despite early objections raised by Governor Scott, the legislation was lauded as a breakthrough of Act 250 reform that was 50 years in the making. In fact, the first years of implementation largely meant that housing development in downtowns and villages was temporarily exempted from Act 250 permit review. These exemptions were well received and well reported, and they produced several new housing developments. However, months after the 2025 legislative session concluded, two major phases of implementation began: 1) the still ongoing mapping of future eligible Tier 1A and Tier 1B areas, conducted by the regional planning commissions (RPCs), and

2) the rule making and mapping for proposed Tier 3 areas and the guideline drafting for the road rule, conducted by the newly seated Land Use Review Board.”

This means that while the new exemptions for housing created in 2024 were already bringing new units online, it wasn't really until late fall of 2025 that most members of the public were able to see how the proposed new jurisdictional triggers would affect their communities.

## **9. PC Work Plan**

The PZA has updated the 2026 Work Plan and it is included in the packet.

Given that the PC is close to finalizing a draft STR ordinance for the Selectboard, commissioners should begin to prioritize the remainder of 2026. As discussed in the last meeting, whether or not to draft and adopt a set of River Corridor bylaws appears to be next on the list once an STR draft ordinance is finalized.

The PZA suggests that the PC could stick with bylaw review even after a decision has been made as to River Corridor bylaws. One item that has been included on this list for quite some time has been to review the ADU size restrictions within the Agricultural-Residential District. Another item for review could be an evaluation of the permitted and conditional used within the Limited Business District.

## **10. Other Business**

There remains no applicant yet for the PC vacancy.

DRB Update. The PZA will provide an update to the commission on DRB applications and meetings. The DRB met on May 12 to hear an application for a 1,215 sq. ft. event space addition at the Lawsons taproom. The board also heard a sketch plan review application for a 9-lot subdivision off Bushnell Road.

On May 26, the DRB will hear two applications. The first is for an office/workshop addition within the FHO and FEHO off Main Street. Labrador Builders owns one of the North Branch Condominium units accessed via the Meadow Road parking lot. The other application is for a two-lot subdivision of an existing 136-acre parcel off East Warren Road. No development is proposed.

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Upcoming trainings/webinars:

## **Spring Planning and Zoning Forum**

Join Us to Learn About:

- Highlights from the 2026 legislative session that will affect planning and zoning
- Best practices and legal fundamentals for Development Review Boards and Zoning Boards of Adjustment
- Municipal Planning Grant funding opportunities

### 2026 Legislative Session

VLCT's Municipal Policy Specialist will share planning and zoning highlights from the legislative session, including Act 181, agriculture and more.

Presenter: Samantha Sheehan, VLCT Municipal Policy Specialist

### Effective Development Review Boards

This session will describe the legal roles and responsibilities of the DRB or ZBA and the legal requirements for governing their hearings, as well as share best practices for running effective hearings and issuing effective decisions.

Presenter: Kail Romanoff, VLCT MAC Staff Attorney II

### Municipal Planning Grants – Funding to Support Local Planning Initiatives

Discover funding opportunities through the Municipal Planning Grant (MPG) program and learn how to successfully apply for grants that support your municipality's planning initiatives. Since 1998, the MPG program has awarded over \$17 million in grants to 243 cities and towns across Vermont. Jacob Hemmerick and Jenni Lavoie from the Vermont Department of Housing and Community Development (DHCD) will share an overview of the program and describe success stories from past grant recipients.

Presenters: Jacob Hemmerick, Planning and Policy Manager, Community Planning & Revitalization, DHCD

Jenni Lavoie, Administrative Services Manager, Community Planning & Revitalization, DHCD

Date: Wednesday, June 10, 2026

Time: 9:00 AM - 12:00 PM EDT

Registration Deadline: Wednesday, June 10, 2026

Location: Lake Morey Resort, 82 Clubhouse Road, Fairlee, VT 05045

Register [here](#).

## **CHIP: Understanding Estimated Property Valuation and Tax Increment Projections**

How property values and tax increments are estimated is foundational to successfully implementing Vermont's new Community and Housing Infrastructure Program (CHIP). You will gain a strong, practical understanding of your role in CHIP, learn strategies to stay organized, and discover tools to help your community implement CHIP with confidence. This session aims to help you feel prepared, informed, and ready to contribute effectively to your municipality's CHIP team.

During the webinar, we will:

- Explain how property values are determined and certified
- Demonstrate how tax increment projections are created
- Clarify key responsibilities for listers, assessors, and treasurers
- Identify and review the information towns must track each year

This webinar is designed for municipal listers, assessors, and treasurers who play a key role in property valuation or financial reporting. This session will also be beneficial for municipal officials in other positions who need a clear understanding of how these roles interact with their CHIP responsibilities. This session is beginner-friendly: no prior experience with tax increment programs is required to attend.

Presenters:

Katie Buckley, Director of Municipal Operations Support, VLCT

Bonnie Waninger, Project & Funding Specialist, VLCT

Jill Remick, Director of Property Valuation and Review, Vermont Department of Taxes

Chloe Wexler, Senior Fiscal Analyst, Vermont Department of Taxes

Mimi Burnstein, Education and Outreach Coordinator, Vermont Assessors and Listers

Association, and Assessor/Lister, Town of Randolph, Town of Shrewsbury, and Vermont Assessment Services LLC

Sarah Macy, Director of Finance and Administration, City of St. Albans

Date: Wednesday, June 03, 2026

Time: 10:00 AM - 12:00 PM EDT

Registration Deadline: Wednesday, June 03, 2026

Location: Online Webinar

Register [here](#).

## **Free Workshop on Community Housing Infrastructure Program (CHIP)**

The Central Vermont Economic Development Corporation and Central Vermont Regional Planning Commission invite you to join us for a FREE workshop on the Community and Housing Infrastructure Program ([CHIP](#)). The workshop will provide an overview of CHIP and how it can be utilized to finance infrastructure needed to develop housing in our region.

The workshop will include lunch and you may attend in person or remotely via Teams (in which case, lunch is up to you!).

Date: Tuesday, June 9, 2026

Where: Calvin Coolidge Conference Room, 6th Floor, Deane C. Davis Building, 1 National Life Drive, Montpelier, VT

Please register by 4:00 PM, Wednesday, June 3, 2026,

here: <https://www.cognitoforms.com/CVEDC1/CHIPAndHousingWorkshopRegistration>

If you select remote attendance via Teams, we will send the Teams Link to you by June 5.

### **AGENDA:**

11:30-11:45 AM:	Lunch and Welcome
11:45 AM-12:15 PM:	CHIP in VT: Bonnie Waninger, Vermont League of Cities and Towns
12:15-12:45 PM:	Housing in VT: Alex Farrell, Commissioner, Dept. Housing and Community Development
12:45-1:15 PM:	What is CHIP: Jessica Hartleben, Executive Director, Vermont Economic Progress Council
1:15-1:30 PM:	Q&A

### **Mountain Lions in VT?**

Mountain Lions are an amazing cat species that once called this landscape home. Discussions have recently started around the idea of reintroducing this top predator. In this informative session you'll hear directly from Department Biologists about mountain lion biology and natural history as well as the implications for the region's land use and transportation infrastructure, conflict prevention and coexistence considerations, and other critical questions that will need to be answered if the species were to be reintroduced.

Date & Times:

Session 2: Tuesday, May 19th, 2026, 10:00 a.m. - 11:00 a.m. Register [here](#).

Presenters:

Brehan Furfey, Furbearer Biologist, VT Fish & Wildlife Department

Jens Hilke, Conservation Planner, VT Fish & Wildlife Department

Rosalind Renfrew, Wildlife Diversity Program Manager, VT Fish & Wildlife Department

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Respectfully submitted,

J.B. Weir

**TOWN OF WAITSFIELD, VERMONT**  
**Planning Commission Meeting Minutes**  
**Tuesday, May 5, 2026**

Draft

**Members Present:** Bob Cook, Beth Cook, Emma Hanson, AnnMarie Harmon, Becca Newhall, Jonathan Ursprung

**Members Absent:**

**Staff Present:** JB Weir, Zoning Administrator

**Others Present:** Lincoln Frasca (CVRPC), Alice Peal, Ned Swanberg (DEC), Rose Watts (DEC), Tessa Yip (DEC)

## **II. Regular Business**

### **1. Call to Order**

The meeting was called to order at 7:00 pm by Emma Hanson. 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**

Nobody requested time to address the PC.

### **4. Approval of Minutes**

The Minutes of April 7, 2026 were amended and approved.

### **5. River Corridor Bylaws**

Alice introduced the presenters, noting that Lincoln had reviewed Waitsfield's Fluvial Erosion regulations and suggested changes necessary to implement those as a River Corridor Bylaw.

Lincoln outlined that the Town is in good shape, having documents in place to achieve the highest level of disaster relief; he explained that there is new data available and new legislation in place, which adoption of River Corridor Bylaws would be able to incorporate and keep the Town current. Lincoln indicated that the essential change needed to the language of the current regulations is inclusion of a requirement to increase first-floor elevation to 2' above base flood elevation (BFE).

Ned provided a presentation, for which he made the slides available, covering:

- Benefits of floodplains and their importance in the Mad River Valley
- The distinction between flood hazard areas and river corridors
- Bylaw aspects included in the Department of Environmental Conservation's (DEC) model language
  - Prohibition on building closer to the waterway than existing structures
  - No new fill in mapped flood hazard areas
  - Lowest floor elevations required to be at least 2' above BFE
- Local Hazard Mitigation Plans and the emergency reimbursement (ERAF) rate
- History of the National Flood Insurance Program (NFIP), related studies, and the Flood Insurance Rate Maps (FIRM)
- A review of the Waitsfield bylaw language adopted in 2010, which is still in place

- Fluvial Erosion Hazard Zone, established only for the Mad River
- Surface water protection standards for other streams, which may be difficult to enforce
- The need to consider erosive power of rivers and streams as well as flood height
  - A restricted river is more erosively powerful
- The river corridor is the minimal space needed for a river to find its least erosive path
- There are already structures in the corridor in Waitsfield, so model language requires that nothing be built closer than what exists
  - Depiction of examples of shadow area and infill area concepts and logistics

Ned then presented related maps, depicting the current Fluvial Erosion Hazard zone covered by Town regulations, River Corridors mapped by the State (which will likely be covered by State jurisdiction in coming years), and the mapped Corridors along with small streams that are within half-mile mapped watershed areas. The third map is what Ned and Lincoln are proposing be included in River Corridor bylaws to be adopted. He explained that protection of these corridors would provide for avoiding liability due to the costly damages that may be caused by new encroachments of stream channels cutting into river and stream banks.

Ned reported on the Flood Safety Act, for which the State is still developing rules and standards. These requirements will likely be embedded in Chapter 117, and will potentially be in place beginning January 1, 2028. He noted that DEC has an updated template for use in drafting River Corridor bylaws, and Lincoln explained that language should be drafted in such bylaws to acknowledge and accept any upcoming changes from the State, such as referencing “current DEC standards.”

Alice and Lincoln spoke of area floodplain restoration projects, including Randell field in Waterbury and the Waitsfield Fairgrounds area.

Ned explained why dredging of rivers is problematic, noting that such efforts do not increase the amount of space available in a river’s floodplains and that lowering the channel level may undermine existing structures. He explained that efforts such as widening the span of bridges help to keep rivers moving faster and thus create less sediment build up. Ned also indicated that the sand and cobble which builds up above a river’s surface level may be removed; a permit needs to be issued for this work, and it typically is a large-expense project.

Lincoln noted that it should be determined if the Selectboard has adopted updated VTrans road standards.

PC members confirmed that this topic will be discussed further at an upcoming meeting.

## **6. CHIP**

AnnMarie had provided a written summary of the CHIP program; she explained that the Master Plan work supports a CHIP application, and noted that many of the preparation steps necessary have been completed. She reported that she and JB had determined that areas outside Irasville may be included in the application.

JB highlighted that he is working with Mark MacGregor to put together a CHIP proposal/application, noting that they were discussing the inclusion of several properties with the potential for a total of around 150 dwelling units to be developed.

JB noted that he and AnnMarie will continue working on CHIP related matters, and pointed out that a Master Plan Implementation Committee might best put efforts toward design plans such as streetscapes, walkability, and so forth.

### **7. Town Plan Update**

JB had drafted additional language regarding child care; it was agreed that the only change necessary was to include noting that NOW is a non-profit organization. JB will outline the approval timeline, and it was agreed to warn a public hearing for adoption of the revised Plan for the June 16 PC meeting.

### **8. Short Term Rental (STR) Discussion**

Emma indicated that further review would take place once feedback has been received from Joshua Schwartz. JB noted that there may be some Selectboard concern regarding not having a data collection aspect/period incorporated.

### **9. Wastewater Planning Project Update**

JB reported that

- 90% design is complete, and the project will be going out to bid
- An easement list has been created, and attorneys will begin drafting documents
- Robin Morris is reviewing design flows
- Robin is also working on a draft ordinance
- No Congressionally directed spending was allotted this year
- USDA loan term changes may preclude using those funds; financing is being reviewed

### **10. Other Business**

PC Vacancy – Emma noted that she knows of an individual who may be interested in joining the PC.

### **10. Adjournment**

The meeting adjourned at 8:38 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary

# TOWN OF WAITSFIELD SHORT-TERM RENTAL (STR) ORDINANCE

XXX, 2026

§ 1. Authority

§ 2. Purpose

§ 3. Definitions

§ 4 Permit application requirements

§ 5. General Requirements

§ 6. License Processing

§ 7. Violations

§ 8. Enforcement and Fines

§ 9. Expiration

§ 10. Suspension or Revocation of License

§ 11. Other Laws

§ 12. Severability

§ 13. Effective Date

## **§ 1. Authority:**

This Ordinance is adopted by the Selectboard of the Town of Waitsfield (“Selectboard”) under authority of 24 V.S.A. § 2291(15) and (29), and 24 V.S.A. Chapter 59.

## **§ 2. Purpose:**

The Town of Waitsfield (“Town”) values a sense of community that is derived from being a good neighbor, respecting the surrounding environment and demonstrating regard for health and safety. The purpose of this Ordinance is to promote the public health, safety, and welfare of the Town and to provide the Town with tools to effectively mitigate secondary impacts that may arise from Short Term Rental (“STR”) operations including, but not limited to, adverse impacts to the availability of long-term housing, neighborhood cohesion, and visitor safety. This Ordinance regulates STRs in furtherance of these purposes by:

1. Requiring disclosure and licensing of STRs to support the responsible operation of STRs and to provide data on their activity in the Town of Waitsfield; and
2. Carrying out the objectives of the Town Plan in a manner that balances both the shared and individual rights of Town property owners, residents, and transient visitors.

## **§ 3 Definitions:**

For purposes of this Ordinance, the following words and phrases will apply:

Draft date: 5/14/2026

1. "Short-Term Rental (STR)" means a furnished house, condominium, or other dwelling room or self-contained dwelling unit rented to the transient, traveling, or vacationing public for a period of fewer than 30 consecutive days.
2. "Property Owner" means the individual(s) or entity/entities that hold legal title to a building, structure, or land or a part thereof where the STR is located.
3. "STR Administrator" means the zoning administrator (administrative officer) or other person or persons designated by the Selectboard to administer and enforce compliance with this Ordinance and to represent the Town in any associated proceedings, legal or otherwise.
4. "Dwelling Unit Capacity" or "DUC" means the total occupancy limit for a short-term rental as determined by the maximum capacity of one of the following:
  - a. the property's wastewater disposal system based upon a State of Vermont Wastewater and Potable Water Supply Permit for the property for dwelling units or wastewater and potable water supply systems constructed, modified, or occupied after June 30, 2007;
  - b. the local zoning or septic permit for dwelling units constructed before July 1, 2007; or
  - c. the number of bedrooms indicated in the listers' property database if a local zoning or septic permit does not exist for dwelling units constructed before July 1, 2007.

#### **§ 4. Permit application requirements:**

An application for a STR License must include the following to be deemed complete and processed:

1. A certificate demonstrating that the property has passed a Department of Public Safety fire safety inspection conducted by a state-certified inspector and at time of renewal.
2. The address of the STR, the STR owner name(s), address(es) telephone number(s) and email address(es). If the Owner is a corporation, LLC, partnership, trust, association, or company, the name of the majority or controlling member or member/agent authorized to act on behalf of the entity is required on all applications. Where applicable, the owner's agent or property manager contact information will be required.
3. The maximum occupancy of the STR and the number of off-street parking spots available.
4. The owner of a STR must post within the unit a telephone number for the person responsible for the unit and the contact information for the Department of Health and the Department of Public Safety's Division of Fire Safety.
5. Payment of all applicable STR fees as established by the Town Selectboard.

#### **§ 5. General Requirements:**

1. Licensing & Approvals
  - a. A STR license must be renewed bi-annually by the 31st of October.
  - b. A STR license is NOT transferable.
  - c. No STR license will be approved unless the applicant has submitted all required documents to the STR Administrator.
2. Standards

All STRs must meet the following standards:

- a. The property must have a green and white high-visibility house number visible from the street or road that it abuts.
- b. Trash shall be stored in a secure place from animals.
- c. A Knox-Box (i.e., for emergency keys) is required for all short-term rental properties in which an alarm system is active., The Knox-Box must be registered with the Waitsfield Fire Department. [To order the Knox-Box, see this form: <https://www.knoxbox.com/Products> (click buy in upper right hand corner, location VT Dept is Waitsfield Fire)]

**§ 6. License Processing:**

1. The STR Administrator must either approve or deny a complete license application within 30 days. Any denial will be in writing and provide the reasoning and cite any applicable section of the Ordinance as the basis of the denial.
2. Short-term rental permits issued pursuant to this section must include the following:
  - a. The name and telephone number for the person responsible for the unit;
  - b. The maximum occupancy and parking limitations for the short-term rental unit;
  - c. A statement that no outdoor fires are allowed, except as permitted by local and state law;
  - d. A statement that the short-term rental permit may be revoked for violations.

**§ 7. Violations:**

1. A violation of this ordinance shall be a civil matter which may be enforced in the Vermont Judicial Bureau or in the Washington County Superior Court, at the election of the STR Administrator.
2. Violations enforced in the Judicial Bureau will be in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. For purposes of enforcement in the Judicial Bureau, an STR Administrator will have authority to issue tickets and represent the Town at any hearing.
3. Violations enforced in the Superior Court will be in accordance with the Vermont Rules of Civil Procedure. The Town may pursue all appropriate injunctive relief.

**§ 8 Enforcement & Fines:**

1. Enforcement
  - a. Inspection: May be carried out for accuracy of bedroom counts, ensuring posting requirements are met, and investigating complaints.
  - b. Notice: If the STR Administrator determines there is a violation of this Ordinance, the STR Administrator must first issue a 14-day Notice to Remedy.
2. Fines:
  - a. If the violation has not been substantially cured within 14 days a fine shall be applied. Each day a violation exists after the date set for remedy shall be subject to a separate fine until the violation is cured.
  - b. Repeated violations of the same provision(s) of this Ordinance shall not be given time to remedy the violation before additional fines accrue.
  - c. A subsequent violation that is identical to, and that occurs within six months of a previous violation shall be considered a higher offense (i.e., second, or third offense).

Any subsequent identical violation that occurs after twelve months of a previous identical violation shall be considered a new first offense.

- d. The STR Administrator is authorized to recover a waiver fee in lieu of a civil penalty, for any person who declines to contest a municipal complaint and pays the waiver fee in the following amounts for each violation:

First violation \$200

Second violation \$400

Third violation \$600

Fourth and Subsequent Violations \$1000

- e. An Enforcement Officer is authorized to recover civil penalties for violations of this Ordinance in the following amounts for each violation:

First violation \$500

Second violation \$1000

Third violation \$1500

Fourth and Subsequent Violations \$2000

**§ 9. Expiration:**

1. This ordinance will expire in two years after its initial adoption to allow for a period of data gathering and analysis. Upon expiration of this ordinance, the Selectboard will revisit the issue of STRs and may adopt a new ordinance to replace this one.

**§ 10. Suspension or Revocation of License:**

1. In addition to the penalties available for enforcement of a violation(s), the license may also be subject to suspension, revocation, or non-renewal per the terms of this ordinance. Determination of these additional penalties will be made, in writing to the licensee, by the STR Administrator.
2. If a licensee commits three (3) violations within 12 months, their license will be revoked.
3. A Licensee who has had their License revoked may not re-apply for a period of one (1) year from the time their revoked License was due to expire.

**§ 11. Other Laws:**

1. This Ordinance is in addition to all other ordinances of the Town of Waitsfield and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions, regulations, or other documents inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

**§ 12. Severability:**

1. If any section of this Ordinance is held by a court of competent jurisdiction to be invalid, such finding will not invalidate any other part of this Ordinance.

**§ 13. Effective Date:**

1. This Ordinance will become effective 60 days after its adoption by the Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute will govern the taking effect of this Ordinance.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026

## 7.G COMMUNITY SERVICES

### Current Town Plan language

~~**Day Care.** Presently, only two home childcare operators are registered in the Town—a reduction from past years, when as many as five home childcare services were registered in Waitsfield. Currently, six licensed facilities operate in Waitsfield, including the after-school program which uses the elementary school. It is not known how adequately child care needs are now being served.~~

### Proposed 2026 Town Plan Update

**Childcare.** Ensuring accessible, affordable, quality childcare is important to sound economic development. Recognizing the reality that most families lead lives that require full or at least part-time childcare outside of their homes, childcare is seen as a critical community need. Accessible, affordable and quality childcare in the area affects parents' ability to enter the workforce, be productive while at work, and remain employed. In addition, the childcare industry itself contributes to the local economy through the jobs it sustains, the revenues childcare workers take in, and the taxes they pay.

Waitsfield currently has only two registered childcare facilities: Neck of the Woods (NOW) and the Spring Hill School.

Spring Hill School – founded in 1985 - is a licensed nonprofit school, which offers a morning preschool program and afternoon program of early care and education. In 2024, the Town allocated \$4,500 of ARPA funds to the school to rehab the school's outdoor learning space and aging equipment.

Neck of the Woods - a licensed nonprofit preschool and childcare program- was established in 2020 at the outset of the pandemic. NOW currently runs full-time early childhood programs for infants through preschool at the main campus in Waitsfield. NOW also runs the after-school enrichment program at the Moretown Elementary School and summer camps for pre-school through 12 year-old children. In NOW's main building, current enrollment consists of 70 children and will continue to expand as renovations are completed to the second floor of the building. Upon completion of the renovations in the fall of 2026, the building will have capacity for up to 100 children. In 2024, the Town allocated \$25,000 of ARPA funds to NOW to build a commercial kitchen and cafeteria to

become a Head Start Program. This program offers free childcare to low-income families that meet eligibility requirements and allows eligible families to choose from a wide array of child development and family support services at no cost.

The Town's commitment to childcare was also demonstrated through an additional 2024 ARPA allocation of \$25,000 to the now defunct Waitsfield Children's Center (WCC). The money was allocated for the design of an updated water system to accommodate more children. The WCC program had operated for nearly 50 years until fiscal realities led to its closure in July of 2024. However, Neck of the Woods was able to accommodate all of the staff and families who'd been at the Waitsfield Children's Center. The Town then shifted the remaining funds from WCC to Neck of the Woods.

The Town of Waitsfield has also historically waived zoning fees for all childcare centers.

#### 7.K-27 Policies

Continue to support existing childcare facilities to ensure all families have access to high-quality childcare by:

- Exploring allocating local option taxes or using municipal funds for childcare capacity grants or direct operational support to keep tuition affordable.
- Partner on housing initiatives for childcare providers who often struggle to find affordable housing near work.
- Partner with organizations to connect families with available local services.
- Streamline permitting for home-based childcare and designate areas for commercial childcare centers in town plans.

## Planning Commission Reporting Form for Municipal Plan Amendments

Town of Waitsfield, Vermont

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May 14, 2026

This report is in accordance with 24 V.S.A. §4384(c) which states: “*When considering an amendment to a plan, the planning commission shall prepare a written report on the proposal. The report shall address the extent to which the plan, as amended, is consistent with the goals established in §4302 of this title.*”

A public hearing by the Planning Commission on the proposed changes to the 2017 Waitsfield Town Plan will be held at **7:00pm on Tuesday July 7, 2026** in the upstairs meeting room at the Waitsfield Town Office, 4144 Main Street, Waitsfield, VT.

The Planning Commission has prepared draft changes to the Town Plan for the Town of Waitsfield as required for re-adoption in accordance with 24 V.S.A. §4387. The proposed 2026 Town Plan revisions are intended to address the statutory criteria for re-adoption, including consideration of:

- Recommendations of the regional planning commission;
- Input from the community;
- Consistency with the State Planning Goals in 24 V.S.A. §4302;
- Address all of the required plan elements as specified in 24 V.S.A. §4382;
- Internal consistency among the different plan elements;
- Compatibility with the Regional Plan and municipal plans from adjoining towns;
- Establishing a program and schedule for implementing the plan.

In consideration of the above criteria, the proposed 2026 update includes the following substantive change:

### Chapter 7: **Facilities and Services**

This chapter has been updated to reflect the Town’s progress toward meeting State Planning Goal 13: “To ensure the availability of safe and affordable childcare and to integrate childcare issues into the planning process, including childcare financing, infrastructure, business assistance for childcare providers, and childcare work force development.”

#### *General Notes:*

- (1) We do not anticipate significant probable impacts on the surrounding area (e.g., traffic, overall pattern of land use) as a result of these proposed changes.*
- (2) We do not anticipate significant probable impact on the municipal tax base nor the need for public facilities.*
- (3) There is no substantive change proposed in this plan with respect to vacant land.*

*(4) The changes proposed are relatively minor, but help to better address the suitability of the areas for the proposed purpose. For example, this plan strongly encourages the most intensive development to occur where existing infrastructure better supports it.*

*(5) The proposed changes are more appropriate in terms of modifying the Future Land Use Map to be consistent with recent changes and better reflecting existing conditions and future potential for development.*

## **Notice of Public Hearing**

### **WAITSFIELD PLANNING COMMISSION PUBLIC HEARING Proposed Amendment to 2023 Town Plan**

In accordance with state statute [24 V.S.A. Chapter 117 §4384], the Waitsfield Planning Commission will hold a public hearing on **Tuesday, July 7, 2026, 7:00 P.M. at the Waitsfield Town Offices** (4144 Main Street) to receive public comment regarding the proposed Waitsfield Town Plan. This will be a hybrid meeting and the public may attend in person at the Waitsfield Town Offices or remote via Zoom with telephone and/or video access. To join the meeting remotely, use this link:

**<https://us02web.zoom.us/j/9190265312>  
Meeting ID: 919 026 5312  
Or call: 1 929 205 6099**

The Waitsfield Planning Commission completed a comprehensive update to its Town Plan in 2023. Although approved by the Central Vermont Regional Planning Commission at that time, the Board of Commissioners found that the Plan had not adequately addressed the Town's attainment of State Planning Goal 13, relating to childcare.

The Town Plan is consistent with the goals established in 24 V.S.A. §4302, and the revisions do not alter the designation of any land area. The proposed Waitsfield Town Plan includes all of the required elements set forth in the Act [§4382], including the following specific chapters that have been updated:

I. Chapter 7: **Facilities and Services**

This chapter has been updated to reflect the Town's progress toward meeting State Planning Goal 13: "To ensure the availability of safe and affordable childcare and to integrate childcare issues into the planning process, including childcare financing, infrastructure, business assistance for childcare providers, and childcare work force development."

Copies of the full text of the proposed Waitsfield Town Plan are available for examination at the Waitsfield Town Office during regular office hours or can be viewed online at: [waitsfieldvt.gov](http://waitsfieldvt.gov). You may also send comments and suggestions to the Planning Commission, 4144 Main St., Waitsfield, VT 05673 or email them to [jb.weir@waitsfieldvt.gov](mailto:jb.weir@waitsfieldvt.gov).

Dated at Waitsfield, Vermont, May 15, 2026  
Emma Hanson, Chair  
Waitsfield Planning Commission

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**[VPA] VPA Legislative Update for the Week of May 11-16**

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**From** Vermont Planners Association <VPA@list.uvm.edu>  
on behalf of  
Matthew Boulanger <000006c7153f046d-dmarc-request@list.uvm.edu>

**Date** Mon 5/11/2026 4:24 PM

**To** VPA@LIST.UVM.EDU <VPA@list.uvm.edu>

Greetings VPA,

Here's an update from the Legislative Committee for this week. As a reminder, the VPA Legislative Committee meets on the first and third Tuesdays of the month from 10:00-11:00 on Zoom. All VPA members are welcome to attend these meetings!

#### Priority Bills

**S.325** (Act 181 Bill / Regional Planning and Act 250 Tier Jurisdiction) passed the House on May 7 and is on the agenda for Wednesday (5/13) at 9:00am in Senate Natural Resources and Energy. They are reviewing a side-by-side of the Senate and House versions with legislative counsel. Not sure if there will be further committee discussion thereafter, Senate Natural Resources could weigh in before the decision is made on the Senate side to either: 1) concur with the House version and send to the Governor; or 2) go to a conference committee to work out any House and Senate sticking points.

**H.775** (House Housing Bill) S. EDHGA scheduled a committee discussion and possible vote for this morning, Monday May 11 at 9:00 AM. If that vote has not yet occurred, planners concerned about the Chapter 117 language in the Senate draft should contact S. EDHGA Chair Sen. Becca White immediately. The committee assistant is Ciara Mead at [Ciara.Mead@vtleg.gov](mailto:Ciara.Mead@vtleg.gov). If the vote has already happened, watch for the bill to move to the Senate floor, at which point comments should go to local senators.

**S.328** (Senate Housing Bill) has a confirmed vote scheduled in House Ways & Means Tuesday May 12 at 3:45 PM. If planners have any remaining concerns about the manufactured housing zoning section or housing targets language — the Ch. 117 provisions that were retained — today is the last opportunity to reach H. Ways & Means Chair Rep. Emilie Kornheiser before the vote. After that, the bill moves to the House floor. Senate. EDHGA also has S.328 on its agenda for a committee discussion and possible vote Thursday, May 14 at 8:30 AM, which suggests the Senate may be anticipating House passage and preparing to act on any differences — worth watching to see whether this signals a conference committee path.

**H.941** (Municipal Regulation of Agriculture) did not go directly to a House floor vote on May 12 as initially expected. Instead, the House Agriculture Committee has it back for review of the Senate's proposal of amendment on Tuesday May 12 at 1:30 PM, with a possible vote Wednesday May 13 at 10:40 AM. This means there is still a brief window to reach committee members with input. Planners should contact the House Agriculture Committee, whose assistant is Patricia Ruddy at [Patricia.Ruddy@vtleg.gov](mailto:Patricia.Ruddy@vtleg.gov). After a committee vote, the bill would return to the House floor, at which point comments go to local representatives.

#### Other Active Bills

**H.727** (Data Center Regulation) is moving on two tracks this week. The House Energy and Digital Infrastructure Committee has a walkthrough of the Senate amendments scheduled Thursday May 14 at 10:15 AM, and Senate

Finance has a walk-through and vote scheduled Tuesday May 12 after the floor session. The dual activity suggests the chambers may be reconciling differences. The bill still does not address municipal regulation of data centers. Planners wishing to flag that gap should contact Senate Finance Chair Sen. Ann Cummings ([Charlotte.Strasser@vtleg.gov](mailto:Charlotte.Strasser@vtleg.gov)) before Tuesday, and House Energy and Digital Infrastructure ([Alex.Michalka@vtleg.gov](mailto:Alex.Michalka@vtleg.gov)) before Thursday.

**H.940** (PUC/Energy Planning) is with the Governor. No further legislative action needed; planners should begin tracking implementation.

**S.212** (ANR/System Connections) was on the House Action Calendar for a third reading May 12. The House Environment Committee has not published an agenda for this week, and S.212 does not appear in any other committee schedule, which is consistent with it heading straight to a House floor vote. Planners should contact their local House representatives if they have not already done so.

**H.951** (Budget Bill) remains in conference committee, with both versions retaining the same PTT allocations for municipal and regional planning. No action needed on that front.

Matt Boulanger  
Planning Director  
Zoning Administrator  
Town of Williston, Vermont

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(802) 265-0648 (mobile)

This email message and any responses to it may be subject to disclosure under the Vermont Public Records Act.

**2026 WAITSFIELD PLANNING COMMISSION WORK PLAN**

	<b>Tasks</b>	<b>Project</b>	<b>Timeline</b>
		<b>Village Master Planning</b>	
<b>1</b>	<b>Irasville Master Planning</b>	This project will incorporate the updated wetland maps and include a review of the history of planning in Irasville. Segue from the By-Laws Modernization Grant work and Wastewater project.	Completed January 2026
<b>2</b>	<b>Post-Plan</b>	- Creation of Subcommittee to analyze use of CHIP Program to promote and accomplish goals of Master Plan - Other?	
		<b>Zoning and By-Laws</b>	
<b>1</b>	<b>River Corridor Bylaws</b>	River Corridor Bylaws – Adopt model ordinance or similar OR maintain FEH bylaws with some adjustments (i.e., increase minimum standard of development to 2 feet above BFE)	2026
<b>2</b>	<b>Limited Business District</b>	Reviewing standards and purpose. Two landowners have approached the PZA with regard to developing housing in this area. As it stands, residential development is deterred in this area. However, given the proximity to the Town's future disposal field, future phasing of the wastewater system could allow for connections in this area.	2026
<b>3</b>	<b>ADU restrictions</b>	Review and update the 30% threshold for ADUs as this restriction is less common; PZA has email into counsel as to status of this standard in the post-HOME ACT era. Per SE Group: CU for ADU above 900sqft/30% makes little sense now that 2-4 units are allowed outright w/ no size limit.	2026
<b>4</b>	<b>Section 6.02 (F) – Exemption for garage/yard sales</b>	Town Garage Sale Ordinance repealed 8/11/25; Section 6.02 (F) must be revised to accord to intent and removal of ordinance mention *Cleanup only	2026

<b>6</b>	<b>Act 250/LURB/Act 181 Tiers</b>	Assess impacts of changes to Act 250 in addition to Act 181's tiered framework and discuss whether updates to the Zoning Bylaws are necessary or required	TBD pending legislative appeals process
		<b>Town Plan Update</b>	
<b>1</b>	<b>Childcare</b>	Update Childcare language per CVRPC feedback	In Process – hearing July 7
		<b>Town Ordinances</b>	
<b>1</b>	<b>STRs</b>	Work with the Selectboard to draft a framework for registering/regulating short-term rentals; Subcommittee formed w/ kick-off meeting 1/8/2026	In Process

Other:

- 1) Invite Eric Friedman (Mad River Valley Chamber of Commerce) to a meeting to discuss the needs and concerns of business community (January 6, 2025). **Complete**
- 2) Invite Ned Swanberg to a meeting to discuss the changes in flood regulation and mapping. **Complete**
- 3) Invite Brian Voigt/Niki Sabado (CVRPC) to a meeting for further clarity on Act 181’s tiered framework and the application processes thereto. TBD