

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, May 19, 2026

Members Present: Bob Cook, Beth Cook, Emma Hanson, AnnMarie Harmon, Jonathan Ursprung
Members Absent: Becca Newhall
Staff Present: JB Weir, Zoning Administrator
Others Present:

II. Regular Business

1. Call to Order

The meeting was called to order at 7:03 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 May 5, 2026 were approved.

5. Short Term Rentals

Joshua Schwartz needed more time to review the draft ordinance language; he will provide feedback at the next PC meeting. Jim Crafts of Warren may also attend that meeting, in order to provide insight regarding Warren's implementation and experience using the Granicus software. Jonathan pointed out that it may be beneficial for PC members to watch the video of the Chamber's gathering of STR operators.

The Waitsfield Planning Commission would extend its appreciation and gratitude to Josh Schwartz for all his hard work over the years in assisting all facets of planning in Waitsfield.

6. Town Plan Update

JB reported that he had made the change agreed upon at the previous meeting, indicating that NOW is a non-profit day care. He had asked that CVRPC review the changes, and they indicated that the language now fulfills the statutory requirements and planning goals. JB will begin the adoption procedure, which will include a warning for the PC's public hearing on July 7. He noted that, once this update is adopted, the plan will not expire until October 2031.

7. Wastewater Planning Project Update

JB reported that both Senators Welch and Sanders have placed a \$3.5M request on their Congressionally-directed spending list. He also noted other information related to the ongoing project:

- A Wastewater and Potable Water Supply Permit application for the treatment facility is being addressed.
- The third revision of the Engineering Services Agreement with DuBois and King, needed for the Department of Environmental Conservation's (DEC) Clean Water program, is in place.

- Easements are being drafted for wastewater and water connections; 17 new water connections have been requested as part of this process.
- Historic Preservation has signed off on the project.
- The Clean Water program has signed off on the Findings of No Signification Impacts (FONSI) required by USDA.
- The project is high on the Clean Water program's priority list; an additional construction loan may be applied for this cycle.
- DEC staff has been involved and helpful.
- Contracts will likely go out for bid in early or mid summer.

8. Legislative Update

Wetlands Rulemaking – JB reviewed the Governor's Executive Order regarding Wetlands, noting that the matter is now going through the rulemaking process.

Road Rule/Tier 3 – JB noted that these aspects of Act 181 will likely be repealed.

Other legislative updates were included in meeting packet for PC members' reference.

9. PC Work Plan

It was agreed to postpone applying for a Municipal Planning Grant to address wetlands in Irasville until the rulemaking process is complete.

ADU size considerations, as well as River Corridor bylaws, were agreed to be included in the next iteration of bylaw revisions.

It was decided that the June 2 meeting would focus on review of the draft STR ordinance, and the June 16 meeting would be used to discuss River Corridor matters.

10. Other Business

PC Vacancy Update – Emma reported that the person she had spoken with is not yet ready to commit to joining the PC; an announcement of the current vacancy will be placed in the Valley Reporter and on Front Porch Forum.

DRB Update – JB noted that DRB activity is picking up, and noted some other updates.

MRVPD – Jonathan noted that Franni Hoag has begun in the Community Planner position, and that the Wellness Survey is available for completion. He provided some other PD updates.

There was some discussion of a kiosk being installed at the Pines rest area; nobody present had any details.

11. Adjournment

The meeting adjourned at 7:55 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary