

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, June 2, 2026

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

Members Absent:

Staff Present: JB Weir, Zoning Administrator

Others Present: Joshua Schwartz (MRVPD)

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 19, 2026 were amended and approved.

5. Town Plan Update

JB reported that all documentation had been disseminated as required, and the public hearing has been warned for July 7.

6. Short Term Rentals (STR)

Joshua Schwartz had provided written feedback on the draft STR ordinance language prior to the meeting. He provided a background of local and state-level work which has taken place regarding STRs; this was followed by a discussion of Waitsfield's draft ordinance language.

Joshua explained that he found the draft STR ordinance confusing, and suggested that the VLCT template might better serve Waitsfield's needs. Emma indicated that the primary goals of implementing an ordinance in Town are to address fire safety and establish a registration process. She agreed that it would likely be useful reconvene the committee and rework the draft, using the VLCT template as a basis.

Some of the specifics discussed included:

- Using the statutory definition of STR rather than the 14 days outlined in the current Waitsfield draft.
- Whether the town has the authority to enact an ordinance for all rentals; Joshua noted this is likely not allowable.
- The use of the word 'guest' in addressing parties – as this could also pertain to homeowners if it is prohibited to allow overnight parking in public spaces for 'guests.'
 - It was agreed that it is difficult to attempt to address neighborhood impacts.

- A metric to use in determining impacts to long-term rentals needs to be determined, if possible.
- The Stowe registration purpose statement may be useful.

How to proceed was outlined. It was agreed that the STR committee will reconvene and consider changes to the draft. JB will ask the town attorney for input prior to this reworking of the ordinance. The committee will restructure the draft based on the VLCT template and Stowe's registration process; parking will be revisited, as well as the 14-days included in the definition. JB offered to provide an updated draft for discussion by the committee. Josh also noted that he is willing to participate as requested.

7. Wastewater Planning Project Update

Bob and JB spoke of efforts to ensure that the current pricing will be covered by the financing which is available for the project, noted that easements continue to be drafted, and indicated that the bid process will likely begin in July. Joshua also confirmed that permitting is underway now that the 90% design is complete, and that the Selectboard will be discussing allocations.

8. Other Business

PC Vacancy Update – The ad is being published again in the Valley Reporter, and Emma will post the vacancy on Front Porch Forum.

DRB Update – JB outlined upcoming hearings.

9. Adjournment

The meeting adjourned at 8:32 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary