

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, August 18, 2026

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

II. Regular Business

1. Call to Order

The meeting was called to order at 7:03 pm by AnnMarie Harmon. 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

A report of the potential use of CHIP funding was added to the Other Business portion of the meeting.

3. Public Forum

Nobody requested time to speak.

4. Approval of Minutes

The Minutes of August 4, 2026 were amended and approved.

5. PC Vacancy: James (Jimmy) Senterfitt

Jimmy had submitted a letter of interest for joining the PC. PC members had a conversation with him regarding his interest in joining the Commission and what types of work the PC takes on.

MOTION: *Emma moved to recommend to the Selectboard that Jimmy Senterfitt be appointed to fill the PC vacancy. The motion was seconded by Beth, and passed unanimously.*

6. Wastewater Planning Project Update

The following information was included in the update:

- The Construction General Permit (Stormwater) and Wetlands permitting from the State have been issued.
- Easement language is still waiting for completion by the Town's attorney so that JB can present easements to landowners.
- Contract 1 should go out for bid relatively soon.
- Contract 2 will be ready a few weeks later.
- Trees to be removed will be kept to the minimum possible, some may be replanted, all this work will be included in the project costs.
- A draft of the Municipal Project Manager position is ready.
- It is possible that construction may begin in the fall, but more likely will commence in Spring 2027.

7. PC Work Plan 2026-2027

The following matters were agreed to need further attention from the PC:

- Noise ordinance
- ADU restriction update
- Other bylaw changes
- Retreat center in ag/res
- Noise standards applicable to all development
- Garage sale language revisions due to removal of the related ordinance

Regarding River Corridor Bylaws, JB indicated that the current Fluvial Erosion Hazard Section of the Land Use Regulations covers most of the protection that River Corridor Bylaws would address. There are currently model bylaws available, and Ned Swanberg can be consulted if this work is undertaken by the PC. It was agreed that, at a minimum, the new Base Flood Elevation (BFE) standard should be addressed.

JB will see legal guidance before further consideration of developing a fire safety ordinance for all rental properties.

It was agreed to address garage sales and ADUs in one meeting, and a noise ordinance in another meeting.

8. Other Business

DRB Update – JB provided information on the upcoming DRB schedule.

MRVPD – Jonathan reported on the Bridge Street cleanup work taking place over the weekend, noted that Joshua Schwartz will be presenting LOT information to the Moretown Selectboard, and that the PD Steering Committee (SC) is planning for engaging local PC members not on the SC in the work that the PD undertakes.

CVRPC Municipal Plan Review – This review was scheduled for August 17; due to the meeting not having a quorum present, formal approval will take place at the Review Committee's September meeting. The new expiration date for the Plan is in 2031.

Selectboard STR discussion and Town Plan Amendment hearing – The draft STR ordinance will be discussed by the Selectboard at their September 14 meeting.

Tier 1B Selectboard recommendation – This topic will be on the Selectboard's August 24 agenda.

CHIP for housing development – Aron Shea has been invited to complete a formal application for the use of CHIP funding for a potential housing development on Route 100 south of Irasville.

9. Adjournment

The meeting adjourned at 8:25 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary