

**TOWN OF WAITSFIELD, VERMONT**  
**Planning Commission Meeting Minutes**  
**Tuesday, February 21, 2023**

**Members Present:** Kevin Anderson (online), Bob Cook (online), Emma Hanson (online), AnnMarie Harmon (online), Alice Peal (online), Brian Voigt (online)

**Members Absent:** Steve Shea

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

**Others Present:** Julia Randall (SE Group), Gabby Voeller (SE Group)

**II. Regular Business.**

**1. Call to Order**

The meeting was called to order at 7:00 pm. 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 adjustments were made to the agenda.

**3. Public Forum.**

There was nobody present requesting to address the Commission.

**4. Approval of Minutes**

The minutes of February 7, 2023 were amended and approved.

**5. SE Group: Bylaw Modernization Project**

Gabby and Julia reviewed aspects of the Bylaw Project, beginning with Julia's providing a presentation of information regarding the upcoming public engagement work. She outlined the Goals, Branding, and Methods proposed for the planned open house event and other public outreach work and provided slides noting the material covered. Points made during the ensuing conversation included:

- Alice spoke of a conversation she had with David Sellers and Jim Sanford, and proposed providing their Irasville conceptual work as part of the Open House event. It was agreed that this might be a good avenue for soliciting feedback from community members regarding a creative plan for Irasville's future.
- Details regarding the content for dot polling and discussion topics will be worked through.
- The importance of open-ended questions for polling topics was emphasized.
- It was acknowledged that those in attendance at an open house are likely already aware of the housing shortage and some related needs, so questions should focus more along the lines of what additional services are missing.
- Being in a seasonal resort area and the need to address vibrancy in the town was agreed is important; not all the focus for this discussion should be on housing.

Julia also provided an overview of the website which had been created for this project by SE Group, PC members provided positive feedback regarding the information presented and layout of the site.

Further public engagement discussion included an outline of the events timeline from February through June, outreach strategies including locations to place notifications, and review of a draft

poster announcing the Open House event. It was agreed to add some language to the poster broadening the focus to be more than housing, some discussion of how to link to the website from the poster, and the possibility of creating a web page specific to the Open House.

Next, there was some follow up discussion regarding the existing conditions analysis which had been reviewed at a previous meeting. Julia asked that informal feedback be provided, particularly regarding the potential areas of focus proposed for the three districts that were reviewed. This discussion will then continue at upcoming steering committee meetings.

#### Village Business District

- Clarification of upper floor uses/mixed-use building standards and Adaptive reuse potential were the two areas PC members expressed the most interest in pursuing
- Route 100 corridor standards was not an area emphasized by any member
- River corridor focus will likely occur through ensuring all current rules are followed/outlined
- Increased building height allowance might create dangerous situations due to impacts on visibility; there was concurrence that building height would be better addressed in Irasville

#### Irasville Village District

- A vision of what mixed-use development might look like was pointed out to be an important piece of underlying work
- Core area creation would also need to come through a Master Planning process so that a sense of what was desired is understood
- Some details of lot sizes and sizes of permitted multi-family housing were mentioned as points to be taken up for this district

#### Village Residential District

- All the focus areas presented here were considered useful to address
- A discussion regarding defining the purpose of this district will be useful

It was agreed that the members of the PC will provide feedback regarding big ideas that may have been missed in these lists, for discussion at the next meeting.

### **6. Town Plan Review: Discussion of Public Comments Received**

Alice pointed out that she had updated the population data included in Chapter 3, and provided some other minor edits for the rest of the group to review. Kevin noted that he will make some textual edits to the Energy Chapter, but not change the targets outlined at this point. There was agreement that the update had accomplished what was intended, revising the chapters related to specific legislative requirements passed since the last iteration of the Plan.

It was agreed to report to the Selectboard that some of the suggestions received during the hearing were not within the scope of this revision, and to review any further information provided by the Conservation Commission before moving to the next steps in the adoption process.

### **7. Other Business**

a. Wastewater and Water Project Update – Alice explained that she is still working with State staff members to determine income averages to be used in upcoming application materials. The use of a weighted average is possible, and all of Alice's calculations indicate that various weighting methods

all provide averages within the required parameters. It needs to be confirmed if the Munn area needs to be included in calculations, as the only connection there is for disposal.

b. MRVPD Update - Brian reported that the PD will be revisiting the structure of that organization and looking a governance issues. He also noted that Joshua Schwartz indicated that his providing assistance to Waitsfield for the wastewater project will not allow him much time to assist other towns.

### **8. Adjournment**

The meeting adjourned at 9:10 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary