PLANNING COMMISSION MEETING MINUTES
OF JUNE 10, 2025

Members: Etienne Hancock, Joshua Goldstein, John Meyer, James Morris, Wally Reeve (Wally Reeve arrived at the meeting at 5:25 PM)

Absent:

ADMINISTRATION and STAFF: Tyler Machia, Zoning and Planning Administrator

PARTICIPANTS/GUESTS: Jerey Throne, Hilary Warner

CALL TO ORDER

Etienne Handcock called the Planning Commission Meeting to order at 5:03 PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

None

APPROVE PRIOR MEETING MINUTES

1. **Approve the minutes of 5-21-25**
   Motion made by John Meyer to approve the minutes of 5/21/2025. Motion seconded by Joshua Goldstein. Motion carried. (4/0)

NEW BUSINESS

1. **Discussion on the future of the planning commission**

   - **How has the commission functioned in the past**
     1. **What has worked**
     2. **What has not worked**
     3. **What changes would commissioners like to see**
   - **What priorities do commission members have**
     1. **Near term 2025-2026**
     2. **Long term 2026 – On**

   The Planning Commission meeting began with a discussion on how the planning commission has functioned with an emphasis on how it could be improved. There was a desire to focus more on town plan implementation, commercial growth especially in the north end, and rewriting the zoning regulations. The commission agreed to review and update the town's zoning regulations, with Tyler suggesting a complete rewrite of the Zoning Bylaws within two years to avoid piecemeal changes. They also discussed the importance of having an accurate town map, with Tyler offering to look into grant opportunities to fund its creation.

   Tyler will work with Etienne to create and share a spreadsheet of prioritized planning topics to be included in future meeting packets. Tyler will work to provide educational materials about the

Planning Commission's responsibilities and duties. John Meyer would like to see their responsibilities in a year-long calendar with their goals, which can be used to keep focus. Joshua agreed and suggested using Ron Rodjenskis work lists to revisit these items and take action as needed.

The commissioners discussed the goals of a future rewrite of the Zoning Regulations. Tyler noted that one of the goals of any re-writing is to avoid vague language. He wants specificity and clarity in the language to allow applicants to comply with zoning requirements. Tyler noted that he wants any rewrite of the regulations to be a collaborative process with the Administrator and the Board working together. Tyler will inform the commission of state regulations that the commission needs to be aware of. Etienne wants the Zoning Bylaws reviewed in concert with the Town Plan. He would also like an official map developed with input from the water and sewer departments. He wants to create a 2-year plan for the completion of the map. The goal is that the Town Plan and the Zoning Bylaws fit together and are consistent.

2. **Report to the Selectboard on the impact that ACT 181 and the Home Act had on the update to the Zoning bylaws.**

    - **How do we want to structure the report**
    - **Division of labor**

The commission agreed to prepare a simple report for the select board meeting on the 24th, focusing on explaining the changes made in response to Act 181 and other requirements, rather than creating a formal presentation. Etienne will create a cheat sheet to help with the presentation and share it with the select board packet.

OLD BUSINESS

None

CORRESPONDENCE/NOTICES

None

ADJOURN

Motion made by Wally Reeve to adjourn. Motion seconded by Joshua Goldstein. Motion carried. (5/0)

Meeting adjourned at 6:42 pm
Submitted and filed this 6/13/25.
Bonnie McDermotti, Scribe

Please note all minutes are in Draft form and are subject to approval at the next Planning Commission meeting.