



PLANNING COMMISSION MEETING MINUTES OF SEPTEMBER 9, 2025

Members: Etienne Hancock, Joshua Goldstein, John Meyer, James Morris, Wally Reeve

Absent:

ADMINISTRATION and STAFF: Tyler Machia Zoning and Planning Administrator

PARTICIPANTS/GUESTS: Jerry Throne

CALL TO ORDER

AGENDA CHANGES/ADDITIONS

APPROVE PRIOR MEETING MINUTES

1. Approve Minutes from 8/12/25

**Motion by John Meyer to approve the minutes from 8/12/25. Motion seconded by James Morris.
Motion carried (5/0).**

NEW BUSINESS

1. Discuss identifying priorities from Chapter 7 of the town plan for a proposed capital plan to send to the Selectboard as part of the town's Designated Downtown application.

The Planning Commission discussed the downtown capital plan, focusing on projects to include in the application for downtown designation. They identified several priorities, including burying power lines, redeveloping several properties improving parking and traffic circulation, and studying the feasibility of a parking garage. The commission agreed to draft a letter to the Select Board outlining these recommendations, with the goal of having it ready for the next meeting on September 23rd.

2. Review proposed 2025 bylaws to make revisions to address issues identified by the Town Attorney in his legal review of the 2025 bylaws.

The meeting focused on reviewing and discussing changes to the zoning bylaw, with input from Town Attorney David Rugh. The group agreed to use Rugh's legally required changes without modification, but could make other suggested improvements as they saw fit. The group discussed regulations for airport landing strips and helipads, deciding to classify them as conditional uses in the industrial, hospital, and RRA zones. It was suggested keeping helipads in the RRA, IND, HOS zones with additional vetting through conditional use review. The group agreed this solution was better than making helipads a permitted use anywhere, as it would allow for community input and prevent potential issues with unauthorized helipads. The group discussed design review criteria for residential buildings, focusing on whether single-family homes and small multi-unit buildings should be exempt from design review requirements when connected to municipal water and sewer. Tyler expressed concern about losing the ability to require building elevations and location documentation for permit applications, while others debated the balance between maintaining design control and respecting state regulations that treat 4-unit buildings similarly to single-family homes. The group spent significant time examining Planned Unit Development (PUD) regulations and design review criteria for residential buildings, with

particular focus on balancing municipal control with state regulations. After extensive discussion of zoning bylaw changes and legal concerns, the commission acknowledged that the review process would likely extend into December.

FUTURE PLANNING AGENDA TOPICS

OLD BUSINESS

CORRESPONDENCE/NOTICES

ADJOURN

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

Meeting Adjured at 7:13 PM

Minutes prepared by Tyler Machia

Submitted and filed on 9/11/25

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