

Winhall Planning Commission
“Meeting Minutes for Tuesday, November 1, 2022

PRESENT: Marcel Gisquet, Cliff DesMarais, Lucia Wing, Jerry Driscoll

ABSENT: Jeff Yates, Tami Blanchard

MEMBERS OF THE PUBLIC: None

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of October 18, 2022, were approved as amended; *motion by DesMarais; seconded by Driscoll; unanimous.*

PUBLIC COMMENTS: None

REPORT ON GRANT FOR RENEWAL OF WINHALL TOWN PLAN:

After review of the memo sent by Matthew Bachler, Senior Planner for the Windham Regional Commission relative to Municipal Planning Grant FY23 for renewal of the Winhall Town Plan, the Planning Commission authorized Marcel Gisquet, Chair to sign the MPG Resolution Form and forward it to the Selectboard for their approval and signatures; *motion by DesMarais; seconded by Driscoll; unanimous.* Bachler, the designated grant administrator, was asking for input on a variety of questions for example issues around increased demand for housing in Winhall; discussion followed. Gisquet would forward the application to the Selectboard for their signatures.

STR COMMITTEE REPORT:

Gisquet reported the STR Committee had had two (2) meetings to date. Yates had compiled information from other town STR ordinances which the Planning Commission reviewed and felt could work for Winhall like Kennebunkport's which was well organized and Killington's which was being amended to close policy loopholes. Gisquet had put together a rough STR draft; parking has not been resolved. The Committee along with the Planning Commission had no problem charging registration fees of upwards of \$1,000 annually to offset costs. Short-term rental units charged anywhere from \$600 to \$2,000 per night. Active STR units are said to be booked on average of 120 days a year. Other Committee discussion included limiting how many units a single entity could own; limiting the actual number of rental units in Winhall; ways to enforce the viability of septic systems; and not renewing licenses if owners did not cooperate.

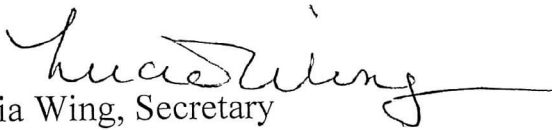
PLANNING & ZONING BUDGET:

The WPC reviewed budget items for 2023/24. Discussion included increasing the reserve fund for attorney fees, increasing zoning administrator fees, decreasing Planning Commission expenses and maintaining the short-term rental administration line-item fee of \$40,000 and turning it into a reserve fund so as not to lose the money when the budget year ended.

ZONING ADMINSTRATOR UPDATE:

To date, the Zoning Administrator had issued (75) zoning permits for a variety of projects. The ZA reported projects were starting to decrease.

As there was no further business, the Planning Commission adjourned the meeting.


Lucia Wing, Secretary
Winhall Planning Commission



For the Planning Commission

11/15/22

Date

Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, October 18, 2022

PRESENT: Marcel Gisquet, Jerry Driscoll Lucia Wing, Jeff Yates, Cliff DesMarais

ABSENT: Tami Blanchard

MEMBERS OF PUBLIC: None

CALL TO ORDER: Gisquet opened the meeting at 7:30 PM at the Town Hall in Bondville.

PUBLIC COMMENTS: None

APPROVAL OF PAST MEETING MINUTES:

After review, the Planning Commission approved the meeting minutes of October 4, 2022, as amended; *motion by DesMarais; seconded by Yates; unanimous.*


RENEWAL OF WINHALL TOWN PLAN:

The Planning Commission discussed it was time to review the Winhall Town Plan. The Plan needed to be reviewed, revised, and approved by 2024 per State statute. Gisquet went on to clearly explain the revision process. Discussion followed relative to required information- Forest Blocks and Habitat Connectors- to be included in the Plan for it to be approved by the Windham Regional Commission. The WPC agreed they had time to investigate applying for a grant offered by the Windham Regional Commission and start the process of reviewing the plan section by section to see what needed to be changed, updated, enhanced, or added. After further discussion, *DesMarais made the motion to authorize Gisquet to apply for a grant from the WRC to update the Winhall Town Plan; seconded by Yates; unanimous.*

ZONING ADMINISTRATOR UPDATE:

The ZA reported she had issued (72) zoning permits to date which included a variety of projects including construction for several single-family homes. Zoning permits applications had slowed down.

As there was no other business, the Planning Commission adjourned the meeting.


Lucia Wing, Secretary,
Winhall Planning Commission


For the Planning Commission

11-2-22
Date

Winhall Planning Commission
“Meeting Minutes for Tuesday, October 4, 2022

PRESENT: Marcel Gisquet, Cliff DesMarais, Lucia Wing, Jeff Yates, Jerry Driscoll, Tami Blanchard

ABSENT: None

MEMBERS OF THE PUBLIC: Mike Muscatello

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of September 16, 2022 were approved as presented; *motion by Wing; seconded by Yates; unanimous.*

RETAIL CANNABIS: DISCUSSION:

The Town of Winhall had voted to opt-in at its special vote on 9/27/22. As a result, there was increased local interest in retail cannabis establishments. The WPC discussed the pros & cons of forming a local cannabis board; discussed zoning designations for cannabis retail currently permitted in either the commercial or village zones in Winhall with conditional use review by the Zoning Board of Adjustment; the extensive security requirements; licensing and cannabis review by the Cannabis Control Board; and what some other states were offering relative to cannabis sales.

REVIEW OPEN MEETING LAW: DISCUSSION

The Planning Commission began review of Vermont’s Open Meeting Law V.S.A. 310-314 especially relative to group Email communications, “If a quorum of board members were part of the group email, and any dialogue occurred addressing business matters, the discussion would be considered a meeting. The WPC agreed the best policy moving forward was not to respond to the group emails but to take individual notes and bring those notes, comments, or questions to a regularly scheduled Planning meeting for discussion. After further review, the WPC voted to appoint Wing as “email keeper;” *motion by Yates, seconded by Gisquet; unanimous.*

NOTICE TO ABUTTERS POLICY: DISCUSSION:

After review, the Planning Commission agreed that moving forward only adjoining landowners would receive a Certificate of Service and meeting notice by first class mail fifteen (15) days prior to the public hearing- Winhall Zoning Regulations, Article V, Section 505; *motion by Wing; seconded by Yates; unanimous.*
Discussion followed.

STR COMMITTEE: DISCUSSION:

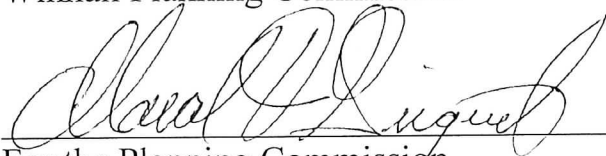
After discussion, the 3-person committee, comprising of Jeff Yates, Tami Blanchard, and Marcel Gisquet, would begin drafting a short-term rental ordinance starting on Monday, 10/19/22. Yates would cut and paste information from other town STR ordinances which the WPC felt might work for Winhall. Further discussion followed.

ZONING ADMINSTRATOR UPDATE:

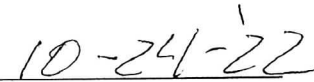
To date, the Zoning Administrator had issued (70) zoning permits for a variety of projects. The ZA reported many were for single-family residences.

As there was no further business, the Planning Commission adjourned the meeting.


Lucia Wing, Secretary
Winhall Planning Commission



For the Planning Commission



Date

**Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, September 20, 2022**

PRESENT: Lucia Wing, Jeff Yates, Tami Blanchard, Cliff DesMarais

ABSENT: Marcel Gisquet, Jerry Driscoll

MEMBERS OF PUBLIC: None

CALL TO ORDER: Blanchard opened the meeting at 7:30 PM at the Town Hall in Bondville.

PUBLIC COMMENTS: None

APPROVAL OF PAST MEETING MINUTES:

After review, the Planning Commission approved the meeting minutes of August 16, 2022 as presented; *motion by DesMarais; seconded by Yates; unanimous.*

REGULATING CANNABIS RETAIL ESTABLISHMENTS:

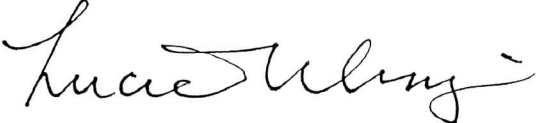
DISCUSSION:

Jeff Yates gave a power point presentation relative to a webinar he attended on 9/14/22 presented by VLCT & the Cannabis Control Board titled "Regulating Cannabis Retail Establishments. The agenda included: Cannabis Control Board Introduction which included a variety of license types and tiers; Municipal Authority Review which included forming a local control commission which was not required but encouraged; Compliance Overview; Cannabis Retail Establishments Rules Overview which included interior layouts and security requirements; and Resources for Municipalities. Discussion followed relative to cannabis establishments subject to the same zoning rules that applied to any business; there were no zoning designations for cannabis establishments in State cannabis law or Board rules; but a Town's zoning regulations could require cannabis establishments to be within a specific zoning district. Interior designs for cannabis establishments as explicit and security requirements all-inclusive for example, commercial-grade locks on all entry and exit points; centrally monitored alarms; digital video surveillance and recording 24/7; and restricted access to all cannabis products. The WPC talked about local zoning and State licensing taking place simultaneously. The WPC thanked Yates and agreed he should go to the Selectboard meeting on 9/21 to bring them up to speed.

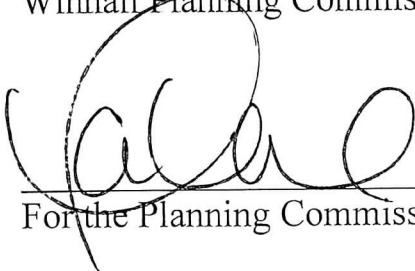
ZONING ADMINISTRATOR UPDATE:

The ZA reported she had issued (68) zoning permits to date which included a variety of projects including construction for several single-family homes.

As there was no other business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary,
Winhall Planning Commission



For the Planning Commission

10/4/22

Date

Winhall Planning Commission
“Meeting Minutes for Tuesday, September 6, 2022

PRESENT: Marcel Gisquet, Cliff DesMarais, Lucia Wing, Jeff Yates

ABSENT: Jerry Driscoll, Tami Blanchard

MEMBERS OF THE PUBLIC: Molly & Andrew Rodenberg (Bear Paw Landscaping)

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of August 16, 2022 were approved as presented; *motion by Yates; seconded by DesMarais; unanimous.*

MACINTYRE: 2-LOT SUBDIVISION HEARING:

The Planning Commission opened the above at 7:45 PM to consider a Minor 2-lot Subdivision for Land Held Six Years or Longer at #221 VT Route 30 in Winhall. Andrew Rodenberg, duly appointed agent for Jeanne Macintyre (landowner) was present at the meeting. A completed application had been submitted (15) days prior to the meeting. The application was for a 2-lot subdivision on 18.7 acres with no road construction proposed. Lot 1 consisted of 15.8 acres; Lot 2 consisted of 2.9 acres. The proposed subdivision was located in the commercial zone. The lands to be subdivided were shown on a survey map titled, Land of Jeanne Macintyre dated 5/18/22 and revised to 6/30/22 prepared by Holt Gilmore Survey Associates LLC. Lot 2 had a 50' ROW easement across it accessing Lot 1, qualifying it as a back lot. Access from Route 30 would continue to use the existing curb cut. There was no need for a Wastewater Permit.

Conditions included Lot 2 would require a “Notice of Permit Requirements” in the deed conveying title to Lots 1 & Lot 2; a mylar would need to be filed with the Town Clerk within (90) days; future development of Lot 1 might require a development road be constructed in accordance with the standards applicable at that time. After final review of the draft of Minor Subdivision Permit #9-6-22, *Wing made the motion to approve Subdivision Permit #9-6-22 as discussed and amended; seconded by Yates; unanimous.* Discussion followed relative to Molly and Andrew Rodenberg applying for a condition use permit as required under the Winhall Zoning Regulations.

MARIE & ROBERT FRENKEL: STATEMENT OF RESOLUTION:

As a result of an email from Marie Frenkel dated 7/26/22 inquiring about the status of Subdivision Permit #10-2-12 with regard to compliance with Condition #6

relative to the access drive and associated turn-around off French Hollow Road in Winhall, the Planning drafted a "Statement of Resolution" which concluded no further action was required; Condition #6 had been satisfied; and Permit #10-2-12 was in full compliance and remained in effect; ***motion by DesMarais; seconded by Yates; unanimous.*** Gisquet would notify the Frenkels of the WPC's vote and mail them a copy of the recorded Resolution.

CANNABIS: DISCUSSION:

The WPC discussed the special Town vote scheduled for 9/27/22 relative to opting-in or out to allow cannabis retail in Winhall. Several parties had expressed interest in opening a cannabis dispensary including a formal application. Discussion followed.

ZONING ADMINISTRATOR UPDATE:

To date, the Zoning Administrator had issued (62) zoning permits for a variety of projects. The ZA reported several were for single-family residences.

As there was no further business, the Planning Commission adjourned the meeting.

Lucia Wing, Secretary
Winhall Planning Commission

For the Planning Commission

Date

Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, August 16, 2022

PRESENT: Lucia Wing, Jerry Driscoll, Jeff Yates, Tami Blanchard, Cliff DesMarais

ABSENT: Marcel Gisquet

MEMBERS OF PUBLIC: None

CALL TO ORDER: Blanchard opened the meeting at 7:30 PM at the Town Hall in Bondville. Welcome Jeff Yates to the Winhall Planning Commission.

ORGANIZATIONAL MEETING:

After review, the Planning Commission elected Marcel Gisquet, Chair; Tami Blanchard, Vice-Chair; Jeff Yates, Treasurer; and Lucia Wing, Secretary; *motion by DesMarais; seconded by Driscoll; unanimous.*

PUBLIC COMMENTS: None

APPROVAL OF PAST MEETING MINUTES:

After review, the Planning Commission approved the meeting minutes of July 19, 2022 as presented; *motion by Blanchard; seconded by Driscoll; unanimous.*

WELCOME TO WINHALL LETTER:

The Planning Commission reviewed the proposed "Welcome to Winhall" letter to be mailed to new homebuyers which included a section referring to the Mountain School. All agreed it looked complete and ready to mail to new homebuyers.

APPLICATION FOR CANNABIS RETAIL: DISCUSSION:

A recent zoning application had been submitted by an Applicant who owned property in the commercial zone and wished to open a cannabis retail operation. The Applicant proposed a change of use to include conversion of approx. 665 sq. ft of existing living space to a public building for retail sales of cannabis products and merchandise. The Applicant was in the process of obtaining a Vermont Cannabis Control Board Retail Dispensary Permit; had submitted a parking plan; applied for construction of a curb cut onto Rt. 30

with the State; proposed signage; and had applied for a Fire & Safety Public Building Permit. The WPC also discussed parking and traffic safety concerns in the proposed location. Once all criteria had been met and the application deemed complete, the Zoning Board of Adjustment would schedule a Conditional Use Hearing. Currently, the biggest question was the legality of the voice vote taken at Town Meeting in April of 2021. Act 164 enacted by the Vermont Legislature in October of 2020 allowed a municipality by *Australian ballot* to opt-in to permit operation of cannabis retail establishments and/or integrated licenses for cannabis. Gisquet was reaching out to the CCB in Montpelier as well as the VLCT for clarity. The WPC would stay updated as events progressed.

MCINTYRE 2-LOT SUBDIVISION: ROUTE 30:

The WPC briefly discussed the completed 2-lot subdivision application proposed for property owned by Jeannie McIntyre. A meeting was scheduled for 7/9/22 to review the above proposal as a minor subdivision for lands owned more than 6 years.

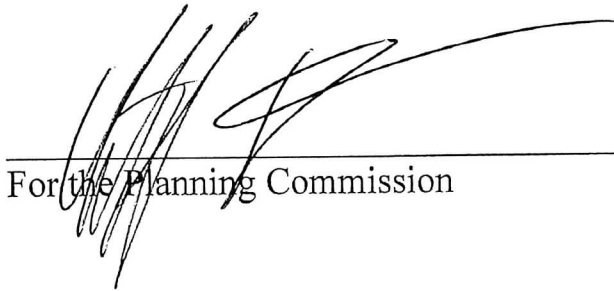
ZONING ADMINISTRATOR UPDATE:

The ZA reported she had issued (60) zoning permits to date which included a number of new single-family home construction.

As there was no other business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary,
Winhall Planning Commission



For the Planning Commission

9/16/22
Date

Winhall Planning Commission
“Meeting Minutes for Tuesday, July 19, 2022

PRESENT: Cliff DesMarais, Lucia Wing, Jerry Driscoll, Pat Glabach

ABSENT: Marcel Gisquet, Tami Blanchard

MEMBERS OF THE PUBLIC: Jeff Yates

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of July 5, 2022 were approved as amended;
motion by Driscoll; seconded by Glabach; unanimous.

WELCOME TO WINHALL LETTER:

The Planning Commission discussed adding a paragraph about the Mountain School at Winhall to the “Welcome to Winhall Letter.” The WPC agreed to include it in the service section. Discussion followed about keeping the paragraph simple without including a mission statement.

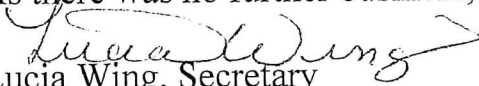
SHORT-TERM RENTAL: DISCUSSION:

Using the Kennebunk short-term rental regulation as a model as well as a rough draft compiled by Gisquet, the Planning Commission discussed the following: licensing versus registration and which would be more enforceable; occupancy capacity; preparing a “Good Neighbor Guideline” document; using a tiered application approach; insurance implications; and adding a “Knox Box” for emergency key usage. All agreed the Board would wait until the 3-person committee comprising of Gisquet, Blanchard, and DesMarais had had time to put together a draft of a Winhall Short-Term Rental Ordinance for review. All liked using Kennebunkport as a model.

ZONING ADMINISTRATOR UPDATE:

To date, the Zoning Administrator had issued (52) zoning permits for a variety of projects.

As there was no further business, the Planning Commission adjourned the meeting.


Lucia Wing, Secretary
Winhall Planning Commission

For the Planning Commission

8/16/22

Date

Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, July 5, 2022

PRESENT: Marcel Gisquet, Lucia Wing, Jerry Driscoll, Pat Glabach, Tami Blanchard, Cliff DesMarais

ABSENT: None

MEMBERS OF PUBLIC: Jeff Yates

CALL TO ORDER: Gisquet opened the meeting at 7:30 PM at the Town Hall in Bondville.

Prospective new member, Jeff Yates, attended the meeting at the invitation of Gisquet. He had expressed a desire to volunteer his time to serve the community and is looking into filling a vacancy on the Board.

PUBLIC COMMENTS: None

APPROVAL OF PAST MEETING MINUTES:

After review, the Planning Commission approved the meeting minutes of June 7, 2022 as presented; *motion by Blanchard; seconded by Glabach; unanimous.*

WELCOME TO WINHALL LETTER:

The Planning Commission reviewed the proposed “Welcome to Winhall” letter to be mailed to new homebuyers. After review, they agreed to organize the letter by categories. Governance category to appear first including Selectboard, Planning, and Zoning, and related information like short-term rentals; service category to be second including police, fire & rescue, highway, Transfer Station, Town clerk, and health officer; and community category to be third including Winhall Library, food shelf, community center, animal control, and Bondville Fair. Discussion followed relative to the importance of sending the letter to all property and landowners in Winhall.

SHORT TERM RENTALS: CONTINUED DISCUSSION:

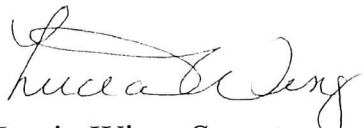
Next the Planning Commission talked about a plan to manage the 400 or so short-term rentals in Winhall. Rental topics included owner-occupied and non-owner-occupied rentals; affordable housing and potential impacts of

constituted affordable housing, and impacts of STR's on affordable housing; primary residences and accessory dwelling units as rentals; id and registration information; occupancy as integral; and enforceability as key. The WPC also discussed the benefits of hiring an outside company as well as hiring a local short-term rental administrator. After further review, the Planning Commission agreed drafting an ordinance versus writing a short-term rental section for inclusion in the Winhall Zoning Regulations would be ultimately more enforceable. The Planning Commission agreed to form a 3-person committee- Gisquet, DesMarais, and Blanchard- to draft the ordinance. The goal would be to meet once a week for a few months and report to the WPC at their regular meetings. No binding decisions would be made at these meetings which would be open to the public. No regular time and day was set due to the uncertainty of everyone's schedule; once a schedule was known it would be posted.


ZONING ADMINISTRATOR UPDATE:

The ZA reported she had issued (51) zoning permits to date which included a variety of projects. In addition, she was receiving daily calls relative to zoning questions of all kinds.

As there was no other business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary,
Winhall Planning Commission



For the Planning Commission

7-20-22

Date

Winhall Planning Commission
“Meeting Minutes for Tuesday, June 7, 2022

PRESENT: Marcel Gisquet, Cliff DesMarais, Lucia Wing, Tami Blanchard, Jerry Driscoll, Pat Glabach

ABSENT: None

MEMBERS OF THE PUBLIC: (None)

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of May 17, 2022 were approved as amended; *motion by Blanchard; seconded by DesMarais; unanimous.*

WELCOME TO WINHALL LETTER:

The Planning Commission discussed the above. Suggestions were to reorder according to importance; shorten verbiage; bullets versus narrative; and break it down into categories. DesMarais would review for grammatical corrections. Gisquet would review revisions.

SHORT-TERM RENTAL TIMELINE:

The Planning Commission opened discussion relative to establishing a short-term rental timeline. All agreed, Step 1 was to draft language to be included as a section in the Winhall Zoning Regulations. Gisquet had prepared a draft for discussion. Discussion followed relative to Great Barrington, Mass’s recent approval to limit short-term rentals to 150 days or be owner-occupied. All agreed that owner-occupied was preferable to renting out a unit where the owner was not present. The WPC talked about the idea of owners of short-term rentals obtaining a zoning permit after registering their units; limiting the number of rental units in Winhall; limiting the number of units a corporation could purchase to deter commercial interests from buying housing to use primarily as a STR business; determining occupancy by permitted septic capacity; avoiding short-term rental loopholes; minimizing public safety and health; hiring an outside company to manage STR’s; hiring a STR Administrator; and how other resort areas including Killington and Telluride handled their short-term rentals.

PLANNING MEETING YEARLY ATTENDANCE: STIPEND:

Wing reported she was in process of establishing the number of meetings each Board member had attended between July 1, 2021 thru June 30, 2022.

ZONING ADMINISTRATOR UPDATE:

To date, the Zoning Administrator had issued (45) zoning permits for a variety of projects.

As there was no further business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary
Winhall Planning Commission



For the Planning Commission

7-5-22
Date

Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, May 17, 2022

PRESENT: Lucia Wing, Jerry Driscoll, Pat Glabach, Tami Blanchard

ABSENT: Marcel Gisquet, Cliff DesMarais

MEMBERS OF PUBLIC: John Bennett (WRC) via Zoom

CALL TO ORDER: Blanchard opened the meeting at 7:30 PM at the Town Hall in Bondville.

After review, the Planning Commission approved an additional agenda item: WRC zoom presentation with John Bennett; ***motion by Blanchard; seconded by Glabach; unanimous.***

PUBLIC COMMENTS: None

APPROVAL OF PAST MEETING MINUTES:

After review, the Planning Commission approved the meeting minutes of April 19, 2022 as corrected; ***motion by Blanchard; seconded by Glabach; unanimous.***

WINDHAM REGION ZOOM PRESENTATION WITH JOHN BENNETT AT 7:30PM:

The Planning Commission met with Windham Regional representative, John Bennett via Zoom, to talk about the Town Plan; updates and revisions would be required by 11/24. Bennett stated that Act 171- habitat connectors and forest blocks would be a mandatory section for the Town Plan. He would send information to the Planning Commission provided by the Department of Fish & Wildlife; he suggested the WPC also review Newfane's Town Plan with that section included. Other suggestions and recommendations by Bennett included the addition of a career training and vocational opportunity section; enhanced traffic pattern policy; and diversification of agriculture. He spoke to Act 174 which would require an enhanced energy plan along with a determination of energy compliance. He stated an enhanced energy plan would be a positive for the Town Plan as the State was updating its standards. Bennett covered WRC assistance and resources; benefits of a Design Review Board; and benefits of a Conservation Board. Other discussion included looking into an enhanced

affordable housing section and short-term rental section which the WPC was currently undertaking. The WPC thanked Bennett of his insights, recommendations, and suggestions.

WELCOME TO WINHALL LETTER:

The Planning Commissions members reviewed the above letter; all agreed the concept was well thought out and the letter informative especially for new home buyers. Suggestions were to include a date at the bottom of each page. The WPC agreed they would like to review the letter further.

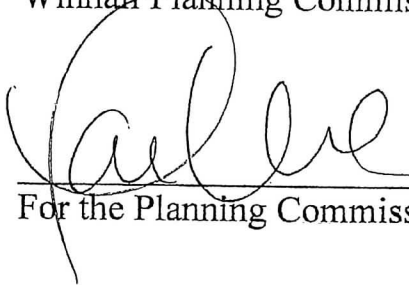
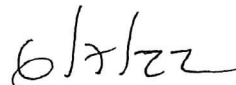
ZONING ADMINISTRATOR UPDATE:

The ZA reported she had issued (40) zoning permits to date considerably ahead of last year which included a variety of projects. In addition, she was receiving daily calls relative to zoning questions of all kinds.

As there was no other business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary,
Winhall Planning Commission


For the Planning Commission

Date

Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, May 3, 2022

PRESENT: Marcel Gisquet, Lucia Wing, Jerry Driscoll

ABSENT: Pat Glabach, Tami Blanchard, Cliff Des Marais

MEMBERS OF PUBLIC: None

CALL TO ORDER: No quorum present; no meeting! No action was taken or decisions rendered.

The three members present briefly discussed the "Welcome to Winhall Letter" which would be distributed to new home buyers. All agreed it was well written and extremely informative. Other PC members who were unable to be present unanimously supported the Letter as well.



Lucia Wing, Secretary
Winhall Planning Commission

For the Planning Commission

Date

5/17/22

Winhall Planning Commission
“Meeting Minutes for Tuesday, April 19, 2022

PRESENT: Marcel Gisquet, Cliff DesMarais, Lucia Wing, Tami Blanchard, Jerry Driscoll

ABSENT: Bob McIntyre, Pat Glabach

MEMBERS OF THE PUBLIC: Jason & Iona Siemer, Anthony Imbriaco, Bill Schwartz Esq. (representing the buyers)

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of April 5, 2022 were approved as presented; *motion by Blanchard; seconded by DesMarais; unanimous.*

RESTATEMENT OF PITELLI 4-LOT SUBDIVISION: PUBLIC HEARING:


At 7:45 PM Gisquet opened the Public Hearing to consider a restatement of the Pitelli 4-lot subdivision located on Sugarbush Drive Extension in Forest Farms. The original Subdivision Permit had been issued in 1986 but was considered incomplete as the Conditions of the permit had never been fulfilled. Hence, the Planning Commission conducted a duly noticed Public Hearing to hear and take evidence, review the file, and decide on how to restate the Permit for the benefit of the equitable contract owners, Vito & Vanetta LaRosa and future successors in title. Bill Schwartz as agent for Carol Hartman. After reviewing the subdivision maps and septic plans at the Hearing, discussion followed relative to the Town of Winhall retaining its right to access the Winhall Municipal Forest over the 50’ ROW currently in existence; the current status of the development road; the current status of lots 1, 2, 3 & 4 and their potential uses; current and expired wastewater permits; and proposed drive to lot 1, the so-called house lot. Anthony Imbriaco, an abutter, stated his concerns for his well and the possible impacts the Permitted wastewater treatment system may have on it; it was his intention to have his water tested to establish a baseline for future reference. Jason & Iona Siemer, also abutters, informed the WPC of water damage from run-off onto Sugarbush Drive Extension; their concerns were the effect of water run-off on the road and access to the subdivision lots. They currently used Sugarbush Extension for parking to access their property. Sugarbush Extension is not being maintained by the Town. Schwartz indicated that Lot 1 would be accessed from the existing driveway and that future development of any lot would require the proposed development road to be constructed according to standards in effect at the time. After further review and

discussion, the WPC thanked those present and subsequently went into deliberative session to discuss the draft of the Restated Pitelli 4-Lot Subdivision. ***Blanchard made the motion to approve the draft as written; seconded by Driscoll; unanimous.***

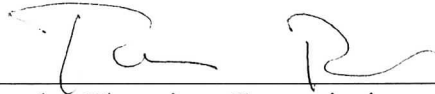
ZONING ADMINSTRATOR UPDATE:

To date, the Zoning Administrator had issued (27) zoning permits for a variety of projects.

As there was no further business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary
Winhall Planning Commission



For the Planning Commission

5/17/22

Date

Winhall Planning Commission
Bondville, Vermont 05340
Meeting minutes for Tuesday, April 5, 2022

PRESENT: Marcel Gisquet, Tami Blanchard, Lucia Wing, Pat Glabach, Cliff DesMarais, Jerry Driscoll

ABSENT: Bob McIntyre

MEMBERS OF PUBLIC: None

CALL TO ORDER:

Gisquet called the Planning Commission meeting to order at 7:30 PM at the Town Hall in Bondville.

PUBLIC COMMENTS: None

APPROVAL OF PAST MEETING MINUTES:

After review, the Planning Commission approved the meeting minutes of March 15, 2022 as amended; *motion by Blanchard; seconded by Glabach; unanimous.*

PITELLI 4-LOT SUBDIVISION: REVIEW:

Bill Schwartz, attorney for Vito & Vanetta LaRosa, had emailed the Planning Commission requesting a restatement of Pitelli Subdivision #86-1. The WPC began its review of the Pitelli 4-lot Subdivision located on Sugarbush Drive Extension in Forest Farms. A Public Hearing was scheduled for 4/19/22 at the Town Hall to restate the existing subdivision permit. Gisquet explained the Conditions in the previous permit had never been fulfilled, and the wastewater permit issued at that time had expired. He went on to say that in August of 1986, Patrick Pitelli had conveyed the ten-acre Lot 4 to M. Brechner who later conveyed it to Peter Roy, the current owner. Lots 1, 2 & 3 were conveyed to Carol Hartman who wishes to sell the lots to the current buyers, Vito & Vanetta LaRosa. There is a recorded survey in the Winhall Land Records- Mylar Slide 12. In the existing 1986 subdivision permit there was also no conveyance of a ROW to access the abutting Winhall Municipal Forest. A Condition in the restated subdivision permit would include a statement allowing the Town of Winhall to retain its 50' right-of-way currently in existence to access the Municipal Forest. Plans for the above were available for review prior to the Hearing.

TOWN OF MANCHESTER PLANNING COMMISSION:

The Planning Commission reviewed Manchester Planning Commission's notice of a public hearing to review proposed revisions to establish regulations for cannabis businesses within the zoning ordinance. Manchester voted to opt-in on 3/1/22 to allow the retail sale of cannabis products; indoor and outdoor cannabis cultivation; cannabis manufacturing; licensing; and establishment of laboratory or research facilities.

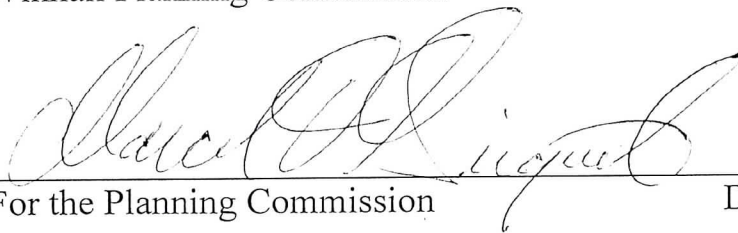
ZONING ADMINISTRATOR UPDATE:

The ZA reported she had issued (24) zoning permits to date considerably ahead of last year which included single-family construction to swimming pools. In addition, she was receiving daily calls relative to zoning questions of all kinds.

As there was no other business, the Planning Commission adjourned the meeting.



Lucia Wing, Secretary,
Winhall Planning Commission



For the Planning Commission

4-21-22
Date

Winhall Planning Commission
“Meeting Minutes for Tuesday, March 15, 2022 (via Zoom)”

PRESENT: Marcel Gisquet, Cliff DesMarais, Pat Glabach, Lucia Wing, Tami Blanchard, Bob McIntyre, Jerry Driscoll

ABSENT: None

MEMBERS OF THE PUBLIC: David Powers, Monique DeLorenzo, Jason Pomeroy, Donald (Sylvan Ridge), Ian Zabel, Alex Westwood, Chris Kolk, Eric Richard

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of February 15, 2022 were approved as amended; *motion by Blanchard; seconded by DesMarais; unanimous.*


SHORT-TERM RENTALS: DISCUSSION WITH STR HOSTS & HOMEOWNERS:

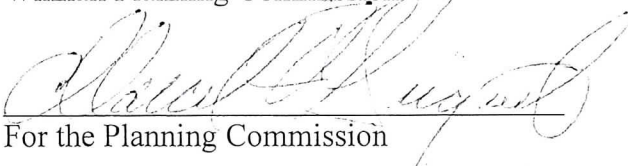
The Planning Commission along with STR hosts, property owners, and investors opened-up a dialogue to talk about the current status of short-term rentals in Winhall- approx. 400-500, predominantly located in residential areas. To date, there were no proposed regulations to manage STR's, but there was ongoing discussion among the Planning Commission and Winhall Selectboard members relative to its impacts on neighbors, neighborhoods, and the community in general. Both Boards had concerns about STR's including trash, parking, noise, use, water supply, occupancy, and septic issues. The WPC recognized the need for regulation; they preferred compliance rather than enforcement. The WPC referred those in attendance to review the Short-Term Rental Policy Resolution found on the Winhall website. Responses from those in attendance included their rental history; the current online short-term rental process; need for appropriate insurance; required fire & safety inspections; registration with the Town; alarms & cameras; how to improve the neighbor experience; what other municipalities around Vermont were doing to manage the STR explosion; and information provided by the Vermont Short-Term Rental Alliance. The Planning Commission thanked everyone for attending the Zoom meeting and sharing their insights; those in attendance would provide the WPC with their email addresses.


ZONING ADMINISTRATION UPDATE:

To date, the Zoning Administrator had issued (167) permits way ahead of the previous year.

As there was no further business, the Planning Commission adjourned the meeting.


Lucia Wing, Secretary
Winhall Planning Commission


For the Planning Commission


Date