

Winhall Planning Commission
“Meeting Minutes for Tuesday, September 19, 2023

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

ABSENT: Marcel Gisquet, Jerry Driscoll

MEMBERS OF THE PUBLIC: Nick Domino, Cassie Domino, Anabelle Domino, Larry & Kim Wohler, Britt Wohler, Jason Anderson, Bobby Mahoney

APPROVAL OF PAST MEETING MINUTES:

After review, the meeting minutes of September 5, 2023, were approved as presented; *motion by Yates; seconded by DesMarais; unanimous.*

PUBLIC COMMENTS:

(None)

SHORT-TERM RENTAL ORDINANCE REVIEW:

After introducing themselves to the public and giving an overview of the proposed Short-Term Rental Ordinance draft, the Planning Commission continued review:

- 1) “Authority” as written.
- 2) “Purpose” discussion relative to the need for a list of impacts on neighborhoods including property values which is covered in other sections of the draft-remove; deleted #d. performance standards.
- 3) “Applicability” mostly okay- take out second sentence of #2 or simplify.
- 4) “Required Licensing & Approvals” take out “periodic inspections” leave only inspections- end sentence after Ordinance. Discussion followed relative to occupancy over 9 only licensed in the commercial, village, transient lodging, or recreation zones. Public present weighed in.
- 5) “STR Occupancy Capacity Limits” mostly okay, specify in #c- “a or b above;” end sentence after Dwelling Unit in #f. Discussion with the public included gallowage allocation from the Fire District; health records prior to 2007; and exceeding septic capacity.
- 6) “Exceeding Capacity” okay as written.

7) “Required Posting” mostly okay as written Discussion followed with public present relative to posting outside of house in a visible location for the purposes of transparency. Revisit section.

8) “VT Fire & Safety” mostly okay as written- double check on links; consider starting section with the Note- self-certification, etc.

9) “Owner’s Agent” mostly okay as written; discussion followed with public present about the importance of the Agent’s role in STR.

10) “Submission Requirements” Long list of requirements- do we need everything on it? delete #a; discussion with public present included obtaining a good neighbor policy #e; the importance of a certificate of insurance #h; contacting the VT Tax department for more info on rooms & meals tax and how it worked #f; the viability of licensing STR over 9 or more occupants; and the WPC’s role in Site Plan Approval.

11) “STR License Types & Fees” Discussion followed relative to tiered licensing and fees tied to nightly rates; number of nights permitted; number of occupants permitted; or flat rate. Discussion also included #4 under Standard License the number of days in which the STR Administrator had to approve a license- 30 days was too short.

12) “Limitations on Licensing” mostly okay as written. Discussion followed about what constituted an annual term for licensing; it was a lot for the STR Administrator to handle all license renewals at one time July 1st to June 30th. Why not stagger or renew a license on the date it had been issued.

13) “Suspension & Revocation of License” Delete #2; delete #3- all agreed it should not be up to the WPC to revoke or suspend a license after a Public Hearing.

The WPC ended review of the STR draft; they would start with “Violations and Penalties” at the next meeting and move on to the “Definitions” section. The Planning Commission thanked everyone who attended the meeting for their helpful comments and invaluable insight.

ZONING ADMINISTRATOR UPDATE:

The Zoning Administrator reported to date she had issued (54) zoning permits for a variety of projects. Approved permits were slightly behind last year.

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

Lucia Wing

Lucia Wing, Secretary
Winhall Planning Commission

Tami Blanchard, Vice-Chair

For the Planning Commission

Date