

Poultney Planning Commission

Wednesday, February 21, 2024 – 6:00 pm

Poultney Town Office, 95 Main Street

Meeting Minutes

The meeting was called to order at 6:00pm at the Town Office, and was accessible via Zoom. Members in attendance included Jonathan Andrews, Doug Langdon (via Zoom), Jaime Lee, Mary-Sue Reed, and Mark Teetor. Others in attendance included Paul Donaldson, Poultney Town Manager, and Logan Solomon of the Rutland Regional Planning Commission (via Zoom).

1) Adoption of the Agenda - Doug L. made a motion to approve the agenda. Mary-Sue R. seconded. No further discussion. Oral vote unanimous, motion carried.

2) Bylaw Modernization Project - Commissioners continued their review of the Unified Bylaws. In response to requests made by the Commission at the December 20, 2023 meeting, Logan S. provided the following information:

- The section renumbering process would be postponed until the end of the process in order to accommodate any additional changes made to the structure of the Bylaws
- All edits made by Ed Bove were complete and in order
- A working definition of Admin Plan, Site Plan, and the Conditional Use Approval process were provided
- The minimum square footage of living space per resident is not specifically addressed by S100 or elsewhere, leaving the Commission responsible for deciding how to address this issue

Logan S. also mentioned that:

- The Rutland Regional Planning Commission's Housing Resource Navigator Program had grant programs available to interested municipalities for a variety of purposes
- FEMA is in the process of updating their flood insurance map, which brought up discussion about the possibility of the Commission taking on a Flood Bylaw Modernization project in the future

Logan agreed to attend the March 20, 2024 Commission meeting

Additional discussion occurred about the following:

- The subjects of motor coaches, RVs, campers and trailers all need attention given the town's focus on attracting outdoor enthusiasts and the observed, increased demand for these services
- The tiny homes and tiny home parks / mobile homes and mobile home parks sections of the bylaws need further attention
- The nonconformities section needs further attention, to include the need for a path to compliance
- The potential need to address how setbacks are determined given that the current method of measuring them does not always easily account for the presence of sidewalks

3) Public Comments and Concerns – N/A

4) Approval of Minutes (December 20, 2023) – Mary-Sue R. offered a correction to the December 20, 2023 Draft minutes as they incorrectly referred to Logan Solomon as Lucas in several instances. Mary Sue R. made a motion to approve the minutes with this correction. Mark T. seconded. No further discussion. Oral vote unanimous, motion carried.

4) Old Business - Brief mention was made about the need to address short-term rentals and the state's activity around this topic. The Commission reaffirmed that the broader topic of short-term rentals would be more fully explored upon completion of the Bylaw Modernization Project.

5) New Business – N/A

6) Transact Any Other Lawful Business – Jaime L. requested the scheduling of a special meeting and the Commission agreed. March 6, 2024 at 6:00pm was decided upon unanimously, with the purpose of the meeting to include discussion of the following:

- Mobile & tiny homes -www.tinyhouses.com was mentioned as a possible resource for informing the discussion
- Motor coaches/RVs and camping
- The need for a minimum square footage of living space per resident, specifically as it relates to elderly housing

7) Adjourn - Doug L. made a motion to adjourn. Jonathan A. seconded. No further discussion. Oral vote unanimous, motion carried.

S/ Jaime Lee