

Poultney Planning Commission  
Meeting  
**Wednesday, February 22, 2023 – 6:00 pm**  
Poultney Town Office, 95 Main Street

One-Click Zoom Access:

<https://us02web.zoom.us/j/81642432298?pwd=MFNRTGNHbTJSY3NrdFFXZDI3bE9rQT09>

Meeting ID: 816 4243 2298

Passcode: 768949

## Meeting Minutes

The meeting was called to order at 6:00 pm at the Town Office, and was accessible via Zoom. Members in attendance included Doug Langdon (Zoom), Mary-Sue Reed, Mark Teetor, Neal Vreeland, and Jaime Lee. Others in attendance included Nic Stark, Ed Bove of the RRPC (Zoom), and Paul Donaldson, Zoning Administrator.

### **1) Adoption of the Agenda**

Doug L. made a motion to approve the agenda. Neal V. seconded. No further discussion. Oral vote unanimous, motion carried.

### **2) Bylaw Modernization Project**

The Commission continued discussions of bylaw modernization. Due to inclement weather, Ed Bove of the RRPC joined by Zoom and, instead of a discussion of Use-types as planned, walked the Commission through several irregularities within the Subdivision language of the bylaws. Discussion largely centered around better defining, streamlining and simplifying the process. Ed B. will mark up the bylaws and provide a suitable option that refines the Subdivision language while preserving its intent.

At the next meeting, the Planning Commission will discuss Use-types in more detail alongside an enlarged Zoning map.

Mark T. brought up the lack of regulation of short term rentals. Ed B. will provide language from Killington and pointed toward Woodstock as another resource.

### **3) Public Comments and Concerns**

There was no comment from the public in attendance.

### **4) Approval of Minutes (October 19, 2022 and January 18, 2023)**

Mark T. made a motion to approve the minutes of **October 19, 2022 and January 18, 2023**. Mary-Sue R. seconded the motion. Discussion ensued: Neal V. pointed out that the minutes of January 18, 2023 did not reflect his intention to not seek reappointment at the organizational meeting after Town Meeting Day. Begrudgingly, with sadness and hesitancy, Mark T. agreed to this friendly amendment and the Commission voted unanimously to approve the minutes with that note.

#### **5) Old Business**

Copies of Unified Bylaws and Town Plans will be provided for the Commissioners. Jaime L. will work with Paul D. to furnish these.

Neal V. proposed that, going forward, the Planning Commission should regularly submit an update for the annual Town Report, describing duties, recent amendments/projects, grants awarded, and other items. Other Commission members agreed with this idea.

#### **6) New Business**

Neal V. noted that at the upcoming Organizational Meeting, as the Committee re-adopts their Rules of Procedure, it will be important to incorporate language that addresses Zoom access.

Separately, Neal V. noted that in light of the various challenges with zoning enforcement, it may behoove the town to consider a Certificate of Occupancy. This would be intended to reduce the burden on the Zoning Administrator while increasing the responsibility of an applicant to be true to their word. Draft language was distributed to the board.

#### **7) Transact Any Other Lawful Business**

N/A

#### **8) Adjourn**

Doug L. made a motion to adjourn. Mark T. seconded. Oral vote unanimous, motion carried.

s/ Jaime Lee, Chair