

Poultney Planning Commission Meeting  
**Wednesday, May 17, 2023 – 6:00 pm**  
Poultney Town Office, 95 Main Street

One-Click Zoom Access:  
<https://us02web.zoom.us/j/85393230623?pwd=ektYU0MzMxYdyN1VBM0tsa3IEendlUT09>

Meeting ID: 853 9323 0623  
Passcode: 213315

## 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 Jonathan Andrews, Doug Langdon, Mary-Sue Reed, Mark Teetor, and Jaime Lee. Others in attendance included Ed Bove of the RRPC, Paul Donaldson, Zoning Administrator, and Nic Stark (Zoom).

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

Doug L. made a motion to approve the agenda. Mark T. seconded. No further discussion. Mary-Sue R. noted that the Agenda was mislabeled “Organizational Meeting”. Oral vote unanimous, motion carried.

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

Ed Bove of the RRPC provided a large format map of zoning districts in and around Poultney’s village. Together, the Commission reviewed current uses and their various restrictions within these relatively high-density districts. A recurrent issue was the burden created by Site Plan Review. Ahead of the next meeting, Ed B. will review Poultney’s Site Plan Approval language and offer suggestions for how to keep this comprehensive yet streamlined for low impact development.

The Commission discussed the likelihood of holding two meetings in July, since the grant period for Bylaw Modernization project will come to an end in January 2024. An additional date was not set.

### **3) Short Term Rentals**

The Commission continued discussions of Short Term Rentals (STR) and how other towns have approached this issue. Mary-Sue R. reported out from a Rutland Town meeting she attended, where a STR standalone ordinance was discussed. A fee-based registry is one way that communities have slowly gravitated towards regulating SRTs. Fees collected from the registry can fund property inspection, and in Burlington, they go towards a housing trust.

As Jonathan A. noted, striking a balance between under-regulating and over-regulation will be essential. This item will remain on the agenda as the Commission explores avenues to address STRs.

**4) Public Comments and Concerns**

There was no comment from the public in attendance.

**5) Approval of Minutes (April 12, 2023)**

Doug L. made a motion to approve the minutes of **April 12, 2023**. Mark T. seconded the motion. Oral vote unanimous, motion carried.

**6) Old Business**

N/A

**7) New Business**

Planning Commissioners discussed Capital Improvement Plans, a need recently identified by the Poultney Downtown Revitalization Committee. Capital Improvement Plans are often eligible for Municipal Planning Grant funding; upon completion of the Bylaw Modernization project, this will be further investigated.

**8) Transact Any Other Lawful Business**

N/A

**9) Adjourn**

Doug L. made a motion to adjourn. Mary Sue R. seconded. Oral vote unanimous, motion carried.

s/ Jaime Lee, Chair