

**TOWN OF WAITSFIELD, VERMONT**  
**Planning Commission Meeting Minutes**  
**Tuesday, June 18, 2024**

**Members Present:** Beth Cook, Bob Cook, AnnMarie Harmon, Alice Peal, Jonathan Ursprung  
**Members Absent:** Emma Hanson  
**Staff Present:** JB Weir, Planning and Zoning Administrator  
**Others Present:** Becca Newhall

**II. Regular Business.**

**1. Call to Order**

The meeting was called to order at 7:03 pm by Jonathan Ursprung. The meeting was held in person at the Town Offices and remotely via Zoom.

**2. Review agenda for addition, removal, or adjustment of any items.**

The order of items to be addressed was rearranged.

**3. Public Forum.**

Nobody requested time to address the PC.

**4. Approval of Minutes**

The minutes of May 21, 2024 were amended and approved.

The minutes of June 4, 2024 were amended and approved.

AnnMarie Harmon requested that JB Weir follow up with Brian Voigt regarding his providing the information from his May 21 presentation.

**5. Village Master Planning**

AnnMarie reported on the Steering Committee meeting held earlier in the day with JB and Mac Rood. She explained that the contract is awaiting review by SE Group, and should be ready for PC review at their next meeting.

Ann Marie indicated that the Committee has agreed that the purpose/vision/mission of the project should be solidified, and that they will propose some language for review by the full PC at their next meeting. She noted that it must also be decided what the physical boundaries of the project are; there was some discussion of including Fiddler's Green, but noted that there is little potential for development there. The Fairgrounds parcel was also discussed. PC members pointed out the legal and environmental restrictions at that site, and AnnMarie indicated that she would consult with Brian Shupe regarding the property. JB explained that he is taking a look at the Irasville area and determining where the recent changes to the Land Use Regulations may provide for increased density/new development while also avoiding wetland impacts; the project deliverables will include approaching landowners and determining their interest in pursuing further development of their property. The Committee also discussed the Skatium and their current capital campaign, agreeing that representatives should be invited to be part of relevant Steering Committee conversations.

AnnMarie raised the potential idea of planning for/construction of the Route 100 Byway in conjunction with the construction of the Wastewater System as part of the Master Planning effort.

JB explained that the Byway might potentially be part of conceptual planning, but that it is highly unlikely that the different phases of work needed for both projects would align timewise.

The Steering Committee is scheduled to meet with Alex of SE Group on June 25 to discuss the terms of the contract.

## **6. Updates from Alice**

Alice Peal provided the following updates:

Climate Action Plan – Work on the four-year update to the Plan is beginning, there has been an informational meeting to gather ideas and feedback. Subcommittees were formed; Alice’s group has a work plan in place and will be drafting their document in September. Points Alice noted about the informational meeting included:

- There is an aggressive schedule for reducing emissions, utilizing EVs and renewables
- There are still data collection needs
- There will be effort on disseminating information to a broader group of residents
- Hazard mitigation work to include better communication between the State and local community organizations

CVRPC –

- Work on the Regional Plan now has a work plan and timeline; a consultant continues to be sought for this update.
- Green Mountain Transit and VTrans have both had their budgets reduced, meaning that any further consideration of the Route 17/100 intersection will likely not take place until 2027 or later.

## **7. Groundwater Protection Overlay**

JB indicated that the meeting packet contained an updated draft of the Overlay language, noting that the Water Commission does not have great urgency in getting this adopted, so there is time for the PC to review. It was agreed that the draft document should be provided to DRB members for review, and that the PC will focus on this matter at the end of the summer/beginning of fall in order to have the work completed by the end of 2024.

## **8. Wastewater Planning Project Update**

JB reported that the Project has been included on the potential funding lists of both Senators Welch and Sanders. He also noted that a draft ESA is being prepared for Selectboard review, that Annie Decker-Dell’Isola will no longer be serving as project manager, and that connection agreements are currently being sent to priority parcels.

## **9. Other Business**

LHMP Update – Jonathan and JB reported that the matrix to be completed has been modified and that there will be less work to be undertaken by PC members.

PC Vacancy – Becca Newhall had provided the information necessary for the Selectboard to consider her appointment to the PC.

**MOITON:** *Alice made a motion to recommend to the Selectboard that Becca be appointed to the PC. The motion was seconded by Bob, and passed unanimously.*

Meeting Schedule – It was agreed to not meet on July 2.

**10. Adjournment**

The meeting adjourned at 8:23 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary