

Montgomery Planning Commission Meeting Minutes

Special Meeting

Public Safety Building

September 22, 2026 – 5:30pm

Present: Alissa Hardy, Amy Sekol (joined at 5:47pm), Diane Sherman, Kim Morrill (left at 7:15pm), Patrick Calecas

Public:

Meeting called to order at 5:42 pm

1. Welcome Members of the Public and Guests

No public present

2. Additions/Deletions to the Agenda

None

3. Review & Approve the Minutes from the Planning Commission Meeting held on September 8, 2026

Kim motioned to approve the minutes, Patrick seconded, passed 4-0-0

4. Brief Update: Short-Term Rental Registry Ordinance

Town Clerk had sent questions to the Selectboard about the implementation of the ordinance and Charlie shared with us for input.

The following input from the Planning Commission will be shared with the Selectboard:

- Our expectation has been and remains that the person hired to implement the ordinance, and paid for via the ordinance, would be the person doing all of the work, not the town clerk or assistant town clerk.
- We discussed the dates for applications at length and believe these dates are best considering the seasonal nature of many rentals in Montgomery.
- We think it is important that a physical notice be sent to every landowner to best ensure they are aware of the ordinance.
- We have concerns about putting the registry on a website with landowner's contact information.
- In terms of cost for applications, the initial application is \$300. For renewal applications submitted on time (by the May 1 deadline) the applicant only pays \$150. If they submit it late (between May 2 and May 31) they pay \$200

total. If they submit it any later than May 31, they cannot renew and must submit an initial application with the full \$300 fee. See sections 4.1.4 and 4.3.

Alissa and Diane have provided feedback to Charlie on the draft short-term rental application and information for the website.

5. Review the Final Changes to the Current Draft of the Montgomery's Zoning Regulations/By-Laws

See 9-8-26 version of Zoning Bylaws draft posted with minutes for draft under review currently.

Planning Commission members will individually send typographical errors to Emily.

Planning Commission identified that the following additional changes that should be made:

- Section 4.1(B) – retain the word “plot” plan and add a sentence before the last sentence that states “Other provisions in these Regulations establish additional requirements for the plot plan or plat plan required to be submitted in conjunction with the specific application.”
- Section 5, Table 5 and definitions – retain the term “plot” in two places in Table 5 and in the existing definition of plot plan + retain existing definition of “plot plan” + add a new definition for the term “plat plan” that is similar to plot plan but is required to be completed by an appropriate licensed professional (ask Emily if she knows of an appropriate definition) + add language that clarifies that plat plans are required for PUDs (a specialized type of conditional use)
- Section 4.1 – add exemptions found in definition of short-term rentals that uses precise language and doesn't conflict with definition of short-term rental; Diane will identify language for Emily to add for PC's consideration during final review
- Section 4.2 – “Short-term rentals” are missing from the list of prohibited uses in Conservation I and II
- Section 4.2 and Table 4(A) – retain existing language in table and correct lists of uses for rural residential to indicate that multi-household (3-4 unit) dwellings remain a conditional use in rural residential district
- To definition of “home business” add at the end “and is not a home occupation” to remove overlap with that term
- Remove definition of “industrial uses” as it is not used anywhere in bylaws that we could find
- Replace definition of short-term rental with the following:

Short-Term Rental: A furnished house, condominium, or other dwelling room or self-contained dwelling unit, or a portion thereof, rented to the transient, traveling, or vacationing public for a period of fewer than 30 consecutive days and for more than 14 days per calendar year, but excluding the following: 1) a lodging establishment or 2) the rental of two or fewer individual bedrooms or other portions of dwelling units to the transient, traveling, or vacationing public in a resident-occupied dwelling unit.

- Remove definition of “bed and breakfasts” and remove it as a use in Section 4.2 and elsewhere in the bylaws
- Replace the definition of lodging establishment with the following:
Lodging Establishment: A building or buildings in which overnight accommodations are regularly provided to the transient, traveling, or vacationing public and which is required to hold a lodging establishment license with the State. Examples include hotels, motels, inns, motor lodges, and bed and breakfasts.
- Add “STR” to the list of acronyms

Following our next meeting in October, Amy will work with Emily on proofreading the final version that will be circulated to the public to ensure it is formatted correctly, all links work, and any other proofreading corrections are made.

6. Other Business

None

7. Public Comment

None

8. Future Agenda Items

October’s meeting will be final review of zoning regulations after Emily incorporates the final changes

Patrick will look into whether we can move October’s meeting to Friday October 9th at 6pm as he is unable to attend on October 13.

Motion to adjourn made by Amy at 8:42 pm

Minutes prepared by: Diane Sherman