

# **Montgomery Planning Commission Minutes**

## **Regular Meeting**

### **Public Safety Building**

### **March 12, 2023 6:00 PM**

**Present:** Peter Locher, Alissa Hardy, Joe Sherman, Kim Morrill, Patrick Calecas, Narissa Furtado-Cordeiro

**Guests:** Emily Klofft (Northwest Regional Planning)

Meeting called to Order at 6:07

1. **Review secretary role with Narissa:** Narissa to create Agenda and share with Liz Reighley no later than the Friday prior to the Tuesday evening meeting. Agenda will also be posted by Narissa on at least three bulletin boards in town (Town Clerk Office, Sylvesters, Post Office). Requirement for posting Agenda publicly is at least 48 hours for a regular meeting, special meetings need to be warned within 24 hours. Meeting minutes to be sent to Planning Commission and Liz Reighley within 5 days post meeting.
2. **Additions/Deletion to Agenda:** None.
3. **Approval of February 15<sup>th</sup> 2024 Meeting Minutes:** Peter made a motion to accept meeting minutes as written. Alissa seconded. 3-0-2 (3 in favor, 0 opposed, 2 abstentions)
4. **Review Select Board Town Plan Hearing on 3/11/24**
  - a. **Amendments requested/required:**
    - i. Planning commission reviewed Charlie's revision language for Chapter 5 housing goal/policy: page 35 and discussed pro's and con's. Decided best way to proceed is to keep the original Planning Commission proposal with changes outlined below. Peter to send adjusted proposal to Charlie and SB for review.

1. Adjustment of planning commission draft project 5 housing goal 2 to read: "Preserve the housing stock by encouraging a balance between traditional long term housing and short term rentals.
2. Add additional policy as number 1 to read "Maintain a reasonable ratio between long term housing and short-term rentals". Section should include 10 policies in total after addition.

**b. Discussion notes:**

- i. AirDNA provides data that 10% of housing in Montgomery is STR and is occupied less than 50% of the time - importance of including Short term rental wording directly in policy (already there).
- ii. The STR language referenced in policy is not in any of the goals - something as simple as "encourage long term housing availability" would meet the need of applying it to policy. All in agreement.
- iii. Discussion with Emily about definitions for short term rental, lodging and the term "sole use". Emily noted bi-laws will help provide strict definition.
- iv. Focus is on affordable housing. How to put roofs over individuals heads that don't make much money. The elderly and those starting out are both being blocked out of Vermont. Key to problem solving is modernization - looking at new ways to sustain affordable housing. We aren't going to invent it but we need to look around and do more research. Educating the public on the effects of housing - for example: the school system.
- v. Questions around definition and access to affordable housing - Does affordable housing translate to section 8? Emily: not necessarily. Section 8 is based on individual income.
- vi. Emily confirmed she can't change zoning without the Town Plan finalized, cutoff date is September 30th.

## **5. Bylaw Modernization Kick-off with Emily Kloff from Northwest Regional Planning (NRPCVT)**

- a. The town of Montgomery applied and received a grant to work on bi-laws.
- b. With the assistance of Vermont Dpt. of Housing and Community Development, looking to make changes to bi-laws to expand the Montgomery Village zoning district to allow for community housing.
- c. Land needs to be within ¼ mile of village center, looking to connect Village 1 to Village 2 instead of going up the Mountain. Connecting on opposite side of river.
- d. Analyses on hatch to determine which areas are in consideration as well as neighborhood development area which would run adjacent.
- e. The state of Vermont likes to see access to wastewater services in place for development, if the Wastewater services extend outside of the village, it would make sense to include a neighborhood designation.
- f. Emily - Public outreach: Goal is to have workshops to address 1.) short term rentals and 2.) Constraint analyses/land selection.
- g. Patrick - Flood mitigation studies being done could help with project planning, noted by Emily.
- h. Decision to have full boards present with Emily at April's PC meeting - meeting must be warned and include DRB, PC and SB to discuss definitions and execute their approval or denial of bi-laws.
- i. Outline of project at end of meeting minutes, highlighted dates discussed include:
  - i. November 2024: presentation to SB with first pass of recommendations/proposal
  - ii. December 2024: Information should be more concrete regarding wastewater project which will affect neighborhood development area.
  - iii. January - April 2025: Drafting and finalizing bi-laws
  - iv. April 2025: Final review of bi-laws in front of SB

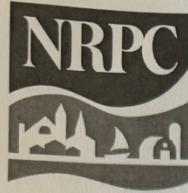
## **6. Public Comment: None.**

**7. Other Business:**

- a. **Welcoming new commissioners:** Welcome Kim Morrill and Patrick Calecas.
- b. **Elect Planning Commission Chair for the 2024-25 term:** Alissa nominated Peter, Patrick seconded. 5-0-0 Peter Locher elected chairman of the Planning Commission.
- c. **Review/update where the matter of Short Term Rental (STR) lodging definitions stands from the joint meeting with the Select Board (SB), Development Review Board (DRB) and Planning Commission (PC):** Peter to invite Emily Klofft, SB and DRB to next PC meeting on April 9, 2024 to discuss.

Meeting adjourned at 7:57

Notes submitted by Narissa Furtado Cordeiro – Planning Commission Secretary



**Northwest  
Regional Planning  
Commission**

75 Fairfield Street  
St. Albans, Vermont 05478  
PHONE 802-524-5958  
WEB [nrpcvt.com](http://nrpcvt.com)

To: Montgomery Planning Commission  
From: Emily Kloffft, Regional Planner  
Date: March 12, 2024  
Subject: Bylaw Update Project Kickoff

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**Project Summary**

Montgomery is experiencing a housing crisis, with over 33% of homeowners and 88% of renters cost-burdened, a trend exacerbated by increasing numbers of short-term rentals. Development constraints in the villages have limited the amount of new housing. Most notably, roughly 10% of all residential structures in Town are located in the 100-year floodplain, and the majority of those are in the villages. This leaves the villages vulnerable to the impacts of flooding, especially as most homeowners do not have flood insurance.

This project will identify areas to expand the village zoning districts, address short-term rental regulations and consider a Neighborhood Development Area application. updated zoning map and regulations. The intended long-term outcome is to increase the amount of long-term affordable housing without sprawl.

The main public outreach event for the project will be a workshop on the proposed zoning districts and zoning changes. The workshop will include a presentation on the constraints analysis and municipal housing targets developed from the Regional Housing Assessment. One portion of the workshop will focus on a community discussion about the impact of short-term rentals, while a second portion will involve break-out groups to identify preferred and less preferred locations for future housing growth.

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### Project Proposed Schedule

| Date   | Meeting Topic                                                |
|--------|--------------------------------------------------------------|
| Mar-24 | Project Kick-off, Initial PC discussion of STR regulations   |
| Apr-24 | DRB-PC-SB Joint Meeting?                                     |
| May-24 | PC Reviews STR Zoning Recommendations                        |
| Jun-24 | PC Reviews Constraint Analysis                               |
| Jul-24 | PC Reviews Initial Zoning District Recommendations           |
| Aug-24 | PC Reviews Zoning Recommendations, Plans Public Outreach     |
| Sep-24 | Hold Public Outreach Event                                   |
| Oct-24 | Review Results of Public Outreach Event, Proposed Next Steps |
| Nov-24 | Finalize Zoning Recommendations and Present to SB            |
| Dec-24 | <i>Possible Discussion of Neighborhood Development Area</i>  |
| Jan-25 | Review First Draft Bylaws                                    |
| Feb-25 | Review Second Draft Bylaws                                   |
| Mar-25 | Review Third Draft Bylaws                                    |
| Apr-25 | Review Bylaws with Selectboard & DRB                         |
| May-25 | Finalize Bylaw Drafts                                        |
| Jun-25 |                                                              |
| Jul-25 | PC Hearing                                                   |
| Aug-25 |                                                              |
| Sep-25 | SB Hearing                                                   |
| Oct-25 |                                                              |
| Nov-25 |                                                              |