

Montgomery Planning Commission Meeting Minutes

Regular Meeting

Public Safety Building

March 10, 2026 - 6:00pm

Present: Alissa Hardy, Amy Sekol, Diane Sherman, Kim Morrill, Patrick Calecas

Guest: Emily Klofft (Northwest Regional Planning Commission)

Meeting called to order at 6:11 PM

1. Welcome Members of the Public

- a. Cliff Loos
- b. Peter Locher
- c. Josh Howard

2. Welcome New Planning Commission Board Member Amy Sekol

3. Elect a new Chairperson

Alissa nominates Patrick to be chair. passes 4-0-1

4. Elect a new Secretary

Alissa nominates Diane to be secretary, passes 4-0-1

5. Additions/Deletions to the Agenda

None

6. Review & Approve the Minutes from the Planning Commission Meeting held on February 10, 2026

Alissa motioned to approve, Kim seconds, passes 4-0-1

7. Brief updates on the status of the Short-Term Rental Registry Ordinance

- a. Patrick to check in with Charlie about when Selectboard will take up STR ordinance again
- b. Planning Commission will be prepared to provide overview to orient new Selectboard members

8. Review & discuss current draft of Montgomery's Zoning Regulations/By-Laws

- a. Planning Commission took up review of edited version of Zoning Regulations dated 2/10/2026 that contains tracked changes
- b. Committee members will send pure typos to Emily; Planning Commission will discuss other edits from members
- c. Points of clarification:
 - i. Clarification on subdivisions: A person needs to get a zoning permit to divide land in Montgomery but the zoning regulations do not meet the state requirements to be deemed a “subdivision regulation”
 - ii. Clarification on height of buildings: 35 feet height restriction is what Montgomery fire trucks can comfortably reach. If a large structure were on fire in Montgomery, the Enosburg Fire department would likely be called to provide backup; Enosburg has a ladder truck.

List below identifies edits that the Planning Commission would like to make that are in addition to the edits that currently appear as tracked changes in the draft.

- d. Throughout full draft:
 - i. There are multiple areas where we say 15 days or other number of days but do not specify whether they are calendar or business days. Emily will add statement that these are calendar days unless otherwise specifically noted (and ensure all references are correct)
 - ii. Change term “accessory, dwelling” to “accessory dwelling unit” throughout.
 - iii. Remove references to “subdivision,” including where noted below, and retain text that refers to division of land; this may help resolve some of the confusion that the term subdivision creates
- e. 2.4.D – Align text for on the record reviews with statute (goal to have the section read the same as the statute, particularly to include anything missing)
- f. 2.6.B.3 – Provisions refers to 5 “working” days. Emily will check if this should say “business” days instead of “working” days based on what is in controlling statute.
- g. 4.1.A
 - i. Remove the term “subdivision” to avoid confusion
 - ii. Put bullets in order of how they will appear in regulations and add “alteration of the existing grade (6.2)” as an example bullet
- h. 4.1.A.1 and 2
 - i. Specific accessory on-farm business need to be added to exempt list

- ii. Remove word “existing” from STR description
 - iii. Statutory exemptions are list of items we cannot regulate
- i. 4.2
 - i. In all zoning sections, Emily will add a reference under “Exempt” to relevant sections in 4.1 and remove any redundant terms
 - 1. This will address the exempt accessory-on-farm businesses
 - 2. This should help clear up confusion about what agricultural uses are exempt
 - 3. As part of this effort, Emily to determine if “agriculture structure and use” – listed as an exempt use – needs modification or definition. Agriculture structure is currently not defined.
 - ii. In all zoning sections, change “note” that says “Note: If not listed above, it’s considered Prohibited ...” to a specific line item listed under “Prohibited” and rephrase it for clarity
 - iii. Footnote 1 for Table 4(A) – replace term “single” with “residential”
- j. 4.3.A
 - i. Strike term “subdivision” from heading to avoid confusion
- k. 5.2
 - i. Add requirement for plat plan for PUDs as part of application – this will either go in section 5.2 or 5.1
- l. 6.1
 - i. Diane will work with Emily on edits to 6.1 to increase clarity and revised language will be circulated prior to next meeting for discussion
 - ii. Remove the term “damage” from 6.1.B
- m. 6.2.A
 - i. Change 100 cubit yards to 6000 cubic yards
- n. To improve readability of ordinance, move sections addressing fences, ponds, signs to Article 7 (specific standards) as they are additional standards for specific uses, not general regulations for multiple uses

9. Other Business

None

10. Public Comment

Cliff Loos – Asks why the Town requires permits for how to use land – it is telling property owners what they can and can't do. He is against all land use regulations.

11. Future Agenda Items

Keep reviewing revisions to Montgomery's Zoning Regulations/By-laws

Update on Short-term rental ordinance, if relevant

Motion to adjourn made by Kim at 8:40 pm

Minutes prepared by: Diane Sherman