

Montgomery Planning Commission Meeting Minutes

Regular Meeting

Public Safety Building

May 12, 2026 - 6:00pm

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

Guest: Emily Klofft (Northwest Regional Planning Commission)

Meeting called to order at 6:07 pm

1. Welcome Members of the Public and Guests

Members of public in attendance: Josh Howard, Cliff Loos, Peter Locher, Karie Quintin

2. Brief Public Comment & Introduction

No general comments provided at beginning of meeting; many questions asked of commission throughout meeting

3. Additions/Deletions to the Agenda

Added item 7 of "Email Address" to discuss

4. Review & Approve the Minutes from the Planning Commission Meeting held on April 14, 2026

Alissa motioned to approve, Patrick seconded, passes 3-0-1

5. Updates on the Short-Term Rental Registry Ordinance

- a. Alissa reached out to Daniel a number of times to find a time to meet with two companies with no success; will continue efforts
- b. Alissa and Diane have gone through the draft to incorporate edits resulting from discussion with attorney and reviewing VLCT draft ordinance
- c. Alissa and Diane to circulate edits to ordinance after this meeting and aim to schedule a special meeting in late May if feasible; if not plan is to discuss during next regular meeting in June

6. Continued discussion of revisions to current draft of Montgomery's Zoning Regulations/By-Laws

- a. Plan is for NWRPC to work on incorporating all of our edits into draft starting at fiscal year (July 1) due to lack of current funds; Emily aims to get us a fully revised copy in July for our review in August
- b. Planning Commission continued review of edited version of Zoning Regulations dated 2/10/2026 that contains tracked changes

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.

- c. Throughout full draft:
 - i. Emily indicated “principal buidling” should be changed “principal structure” throughout draft
 - ii. In definitions “principal structure” and “principal use” will be separated
- d. Section 6.1
 - i. Section needed more revising for clarity; the following changes to be made to draft circulated to Planning Commission
 - ii. In A. remove all references to maintenance requirements and limit abandoned buildings to only those that are vacant for the equivalent of 12 consecutive months and deemed a public health hazard by health officer
 - iii. In B. add “nonconforming” in front of term “structures” and remove B.3.a and b – end sentence at “destroyed.”
- e. Section 7.12
 - i. Change heading to “Multi-Household Dwellings (3-4 units)”
 - ii. Change A. to “applies to multi-unit household dwellings”
 - iii. Change parking “lot” to “area”
 - iv. Change to allow parking behind or underneath or in an accessory structure
 - v. Change “is” to “shall be”
 - vi. Remove the reference to waiver under D.1.
- f. Section 7.13

- i. Change heading to “Adaptive Re-Use Multi-Household Dwellings (5-6 units)”
 - ii. To definitions, add definition for “Dwelling, Adaptive Re-Use Multi-Household”
 - iii. Change A. to “...rehabilitation of historic buildings”
 - iv. Change B. to end at 50 years old (removing reference to historic registries)
 - v. Strike C.2
 - vi. Reorder D. to become B. and change term to “adaptive re-use multi-household dwellings”
- g. Planning Commission will review edits to Article 8 in August in context of full draft; extensive edits not anticipated
- h. Planning Commission will review Article 9, Definitions in June when Emily is unavailable for meeting; Commission to identify any questions for Emily to ask at July or August meetings

7. Email Address

- a. Kim will create gmail account for Planning Commission to replace Patrick’s personal email account as contact for public comments
- b. Purpose of email account is to provide a way for public to provide public comments when they are unable to attend meetings, not to create additional work
- c. Plan to create automatic response thanking people for comments and stating when the regular meetings are for the Commission
- d. Automatic forwarding of emails to other members will be set up and all members will be provided with password
- e. Patrick will take responsibility for reviewing emails initially with plan to share responsibility as time goes on

8. Other Business

None

9. Public Comment

Planning Commission should consider other companies in the context of monitoring short-term rentals. Question raised by public of whether Daniel should recuse himself from the vote on short-term rental ordinance as he operates short-term rentals

Concern expressed about runoff from buildings in town and the impact on water quality

10. Future Agenda Items

Continue going through regulations without Emily at next meeting

Revisit possibility and need for special meeting on short-term rental ordinance last week of May

Motion to adjourn made by Kim at 8:22 pm

Minutes prepared by: Diane Sherman