

Montgomery Planning Commission Meeting Minutes

Regular Meeting

Public Safety Building

June 9, 2026 - 6:00pm

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

Guest: Emily Klofft (Northwest Regional Planning Commission)

Meeting called to order at 6:04 pm

1. Welcome Members of the Public and Guests

Members of public in attendance: Peter Locher, Karie Quintin

2. Brief Public Comment & Introduction

No general comments provided at beginning of meeting

3. Additions/Deletions to the Agenda

Emily is here to report on the Regional Planning Commission's preliminary review of the Town Plan – inserted as item 5 on agenda.

4. Review & Approve the Minutes from the Planning Commission Meeting held on May 12, 2026

Alissa motioned to approve, Diane seconded, passed 3-0-1

Peter asked that the copy of the current draft regulations be included with all of the minutes discussing them; Planning Commission agreed.

5. Northwest Regional Planning Commission report on Montgomery Town Plan and training they can provide

Emily presented brief analysis of the Town Plan by the Regional Planning Commission on strengths, weaknesses, and opportunities.

Regional Planning can provide training on the Open Meeting Law in person if requested.

6. Review the recommended changes to the Short-Term Rental Registry Ordinance

- a. Since last meeting Alissa and Amy met with Daniel from Selectboard and one of the companies he wanted to speak to about short-term rental data.

- i. Company can provide significant data – revenue, number, locations, etc. of STRs in Town
 - ii. Company had generated preliminary estimates of around 160 listings in Montgomery using historic data
 - 1. 90% roughly stand-alone units
 - 2. 10% roughly rooms
 - iii. Cost for their services is roughly \$5,500/year for basic information; \$3,500 additional for on-call complaint line for the public; \$4,000 additional for inspections, etc. Their services do not replace having Town enforcement officer, however; they would be able to provide data to the enforcement officer.
- b. Diane explained the recent edits that Alissa and she worked on resulting from discussion with attorney and reviewing VLCT model draft ordinance, principally focused on clarifications around enforcement processes.
 - i. Karie asked what the purpose is for the insurance requirement as not all properties may be able to obtain insurance.
 - 1. Planning Commission identified that VLCT model draft ordinance includes a similar provision as do the other towns' ordinances. Patrick will investigate purpose behind insurance requirement.
 - ii. Patrick made motion to recommend short-term ordinance for consideration by the Selectboard with the edits discussed today; Amy seconded – passed, 4-0-0

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

- a. Emily will incorporate all of the edits into draft at beginning of fiscal year (July 1). Emily updated her estimate from last meeting and will be able to get the Planning Commission a fully revised copy in early July for our July meeting.
 - i. Planning Commission to provide any typographical errors to Emily prior to July 1.
- 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. Article 9

i. Questions and notes that will be provided to Emily:

1. Should the term “includes” be “includes but not limited to” throughout the definitions?
2. Should “Accessory Use” and “Accessory Building” be separated as individual defined terms?
3. Is the term “Accessory Building” used in the ordinance? Verify if that is the correct term and if “Accessory Structure” is a term used.
4. “Basement” has two different definitions in Articles 8 and 9; change definition in Article 9 to be the same as in Article 8
5. Should the term “Clinic” include veterinary clinics?
6. To definition of “Camp” can we add “pumpable storage tank” as an option for the wastewater system or is this prohibited by state requirements?
7. “Camp ground” is two words in some places and one word in others throughout ordinance – choose one.
8. Changed term “Dwelling, Accessory” to “Accessory Dwelling Unit” as noted at prior meeting.
9. Update “Dwelling, Two-Household” to include the following sentence to avoid overlap in zoning categories: “Excludes single household dwellings with attached accessory dwelling units.”
10. Change term “Dwelling, Multiple-Household” to “Dwelling, Multi Household,” and ensure it is the same throughout the ordinance.
11. Add definition for “Dwelling, Adaptive Re-Use Multi-Household” as noted at prior meeting.
12. Change “Nonconforming” to “Non-conforming” throughout the ordinance.
13. Separate “Principal use” and “Principal building” and check whether term should be “Principal building” and not “Principal Structure.” Ensure term chosen is used consistently throughout ordinance.
14. In definition of “Planned Unit Develop” remove second sentence that begins “This plan...” That sentence is not a definition and is stated in Section 5.2.

15. Change “Short term rental” to “Short-term rental” throughout and update to reflect definition in ordinance.
16. Incorporate any changes to definitions noted at prior meetings.

8. Other Business

None

9. Public Comment

None

10. Future Agenda Items

Review and discuss fully revised ordinance.

Motion to adjourn made by Amy at 8:14 pm

Minutes prepared by: Diane Sherman