

**Town of Londonderry, Vermont**  
**Planning Commission Special Meeting Minutes**  
**Tuesday, December 19, 2023 – 4:30 PM**  
**Twitchell Building**

Attending: Commission Members: Sharon Crossman, Dick Dale, Mimi Lines, Larry Gubb, Heather Stephenson, Elsie Smith. Guests: Will Goodwin, Paul Hendler, William Sinsigells, Patty Eisenhour, Melissa Brown

1. Meeting was called to order at 4:34 PM in the Lister's Office
2. Additions to the Agenda: none
3. Minutes of the Planning Commission meeting Dec. 4, 2023 was unanimously approved. (Dick proposed, Mimi seconded.)
4. No correspondence or public comment
5. A. Melissa Brown introduced the need for the Planning Commission to add to the proposed Zoning Bylaws a series of necessary definitions and other limitations required by the Ordinance expected to be passed by the Selectboard concerning fines, required registration, and enforcement concerning short term rentals. She stated that many towns had coupled enforcement and regulation of short-term rentals with language outlining thru zoning definitions and limitations and permissions by each zoning district what was permissible and a process to apply to set up the capacity of each property owner to establish the ability to set up a capacity to have short term rentals. The Selectboard Ordinance distinguishes between property owners who for years have earned money to maintain and afford their homes and those who have established a capacity to establish a business for renting short-term rentals often referred to as Air B&B's rather than intending to live or use the housing themselves. Zoning bylaws regulates the required State permits, safety rule compliance, and taxes due for all rental properties regardless of length of the rental. In addition, she stated that a review by the Town Attorney of the Ordinance said that adopted Bylaws must support and develop language which is consistent and supportive of the rules for regulating and establishing limitations. In October, Patty had advised the PC that such language might be needed to be readded to the Bylaws, but was not yet aware of what language might be necessary. The Housing Advisory Committee gave the PC several ideas from the deleted version 3 and 4 versions of the proposed Bylaws dealing with STR and recommended reviewing the Ordinance and Bylaws developed by Montpelier as a possible template to select appropriate supportive language. Dick Dale (seconded by Elsie) proposed that "The PC agrees to support and develop language be included eventually in the Bylaws to make the zoning regulations consistent and supportive of the Ordinance especially with respect to limitations and definitions." It passed unanimously. What was not resolved was the question of when the language would be added to the virtually completed Bylaws: either before being submitted for approval by the Selectboard or as an addendum after the current version was approved by the Selectboard. Melissa was reminded that the Selectboard can modify the proposed Bylaws as part of the adoption process. The language and issue of timing will be part of the discussion at the next regular PC meeting on Jan. 8, 2024. Subsequent to the conclusion of the meeting, Heather circulated old deleted language related to STR from earlier versions of the Bylaws, minutes relating to the discussion of the issue, and several other documents and Dick Dale agreed to create a template of proposed language.  
B. The language for the Conservation overlay district, specifically the 1800 ft line was selected to be included in the Bylaws for clarification purposes. Heather stated that the current and new overlay align well.
6. The meeting was adjourned at 5:55 PM

Respectfully Submitted: Dick Dale