



Town of Waterford  
Planning Commission  
Meeting Minutes  
02/21/2024

Meeting was called to order by Chair Howard Remick at 7:00 PM. Commission members Maria Dantos, Jay Miller, and Kim Willey were in attendance, along with Zoning Administrator Chris Brimmer.

PC reviewed the minutes of December 20, 2023. Motion by Kim Willey to approve minutes, seconded by Maria Dantos, motion passed by acclamation of members present.

Planning Commission Report for the Town Report (Discussion/Action)  
Report already completed and submitted.

Draft Short-Term Rental Ordinance with Selectboard Member Sue Hayes (Discussion/Action)  
Sue Hayes was unable to attend. Howard Remick recalled the Selectboard asked why an ordinance is only needed for short-term rentals and not long-term rentals. Zoning Administrator Chris Brimmer clarified that long-term rentals are covered under other state laws and codes, so they don't need ordinances.

The group deliberated and made conditions of the ordinance to recommend to the Selectboard. A licensing period for the ordinance of one year, from January 1-December 31, regardless of when during the year the license is purchased. An initial license cost and renewal fee of \$35. A violation fee of \$250 and a waiver fee of \$100. A conditional use permit is also required for \$225. Any violation of the conditional use permit is a violation of the license ordinance and is subject to the fines attached. If a short-term rental property is found to be operating without a license, the case will be taken to the Environmental Court.

Town Plan  
Will table until after Town Meeting.

Agenda items for next meeting, March 20, 2024  
Town Plan

Kim Willey made a motion to adjourn, seconded by Jay Miller, approved by acclamation of members present. Meeting was adjourned at 7:52 PM.