

## **DRAFT MINUTES**

### **TOWN OF SUNDERLAND**

### **PLANNING COMMISSION**

**December 21, 2022, at 6PM**

#### **Town Hall**

1. Call to order 6:02pm
2. Introductions PC Members Present: Rob Zeif, Chair; David Kiernan  
Gordon Dossett via phone
3. Minutes: October 26<sup>th</sup>, motion to accept by Mr. Dossett, seconded by Mr. Kiernan. Motion passed 3-0-0. Motion to accept minutes of November 16<sup>th</sup> by Mr. Dossett, seconded by Mr. Kiernan. Motion passes 3-0-0.
4. Zoning Administrator update. Review of recent activity and ongoing issues.
5. PC Member Kiernan proposed to change the format of PC and Zoning Board of Adjustment (ZRB) to a Planning Commission (PC) and Development Review Board (DRB) format. The change would increase the responsibilities of the ZRB by removing the requirement of the PC to hold hearings on some items and combining them with the current review responsibilities of the ZRB. This would give each Board a distinctive responsibility, the PC reviewing and developing bylaws, a legislative function, and the DRB holding hearings and issuing judgements, a judicial function. Motion to present to discuss with the ZRB and at the Select Board on January 9th by Mr. Dossett, seconded by Mr. Kiernan. Motion passed 3-0-0.
6. PC Member Kiernan proposed that the method of approving Town Land Use Bylaws (Zoning Bylaws) be changed. Currently the PC makes recommendations to the Selectboard and the Selectboard votes to approve or deny the changes. The change in approval method, would require that all proposed changes to the Zoning Bylaws be voted on by Australian Ballot at a warned Town Meeting. The proposed method would give residents a chance to vote on bylaws that potentially affect the use of their property. Motion to present proposed change and ask for a ballot item for Town Meeting March 2023 by Mr. Dossett, seconded by Mr. Kiernan. Motion passed 3-0-0.
7. Planning Commission members had a general discussion of short-term rental regulations using sections of the proposed Burlington Ordinance as a baseline. The Commission decided each member should bring suggestions of what they believed are important parts of any regulation to be added or removed.
8. Public Comments – no public in attendance.
9. Next meeting scheduled for January 26<sup>th</sup> 2023.
10. Motion to adjourn at 6:31pm by Mr. Dossett, seconded by Mr. Kiernan. Motion passed 3-0-0.