

TOWN OF WESTMINSTER
PLANNING COMMISSION MEETING (PC)
December 12, 2022

Members Present: Bari Shamas (Chair), Richard Crocker, Michelle Chmelar, Seroya Crouch
Others Present: Janice Leary-Jones, Sarah Danly (Vital Communities)

1. CALL TO ORDER: Bari called the meeting to order 6:33pm
Welcome Janice Leary-Jones Recording Secretary
2. COMMUNICATIONS AND PUBLIC COMMENT:
3. ADJUSTMENTS TO AGENDA: Add Plan for Finishing Town Plan, New Business
Windham Regional, New Town Manager Invite to a Planning Commission Meeting
4. ACCEPTANCE OF MINUTES: December 12, 2022, accepted, unanimous
5. Unfinished Business (Discussion / Action):

Town Plan

Housing/Review Public Forum

-Interest in housing, Accessory Dwelling Units (ADU)

Town sets homestead tax Homestead:primary residence Non-homestead: 2nd home, investment property

Housing Forum: Many comments on ADUs, Investment properties, short term rentals

Interest in not having people loose housing rental to short term rentals

20 years out: Many people envisioned staying in their homes as opposed to Senior Housing

Add to Town Plan a Study to Determine Housing Needs of Community

Discussion of Town Zoning/Potential Zoning Changes

Discussion of Historic Preservation District, and implication of ADUs in HPD

Many Questions Came out of Meeting, Some will be easier to answer than others

Michelle will continue to find answers to these questions

Discussion of Tiny Homes and need for research/finding answers

Finishing Plan on Time

Due in June, and Approval Process by October

Seroya discussed need for Maps (new ones drawn up?), Strategy to finish up by April to then Edit by June

Chuck working on Transportation, Natural Resources almost done

Economic Development section needs work, Richard working on Housing,

Agriculture is now categorized by topics with topic briefs and examples of what it would look like Send out an email with examples of strategies and February Meeting discussing what to include in plan

Maps to go on the Town website? Wildlife Corridor to be included Include Community Values map?

Bari and Richard to meet with Windham Regional Commission, maps included as agenda item for this meeting

Currently, Maps are included in current Town Plan online, Trail Map for Town put together by Windham Regional Commission Map Person

Natural Resource Section

Kathy is working on this, Bari will check in

Recreation

Bari will work on this soon

Housing Michelle and Richard

Economic development - Michelle and Kevin (after December)

6. **NEW BUSINESS (Discussion / Action):**
Windham Regional Commission- Bari and Richard meeting with Mike on Thursday at 2:30pm
Town Manager- New Town Manager newly hired, Group decided to invite to a meeting in the Spring,
Members asked to introduce themselves to new Manager
7. **Other Business:**
Select Board meeting on December 1st; Bari will email Jason to see if there is another meeting this month
Review of Chapter Four Agriculture Section
Members read the Chapter and Edited as needed
Discussion about how to move forward with editing/reviewing
Members decided to review Chapter 4 and suggest edits before January Meeting
8. **Date of Next Meeting: January 9, 2023, 6:30pm**
9. **Adjournment: Michelle moved, Richard seconded, 8:07pm**

Signature of Clerk

Date

Prepared by: Janice Leary-Jones