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3 **Town of Charlotte**
4 **PLANNING COMMISSION**
5 **Meeting Conducted at Town Hall and via Teleconference**
6 **January 8, 2026**

7
8 ***DRAFT – subject to approval by the Planning Commission***

9 **Planning Commission:** Matt Krasnow (Chair), Robert Bloch (Vice Chair), Bill Stuono, Ken Smith,
10 Carrie Spear, Ashley Berliner. Absent: Linda Radimer.

11 **Staff:** Lindsay Kahn, Town Planner, Nicole Burnell, Recording Secretary.

12 **OTHERS:** Frank Tenney, Charles Russell, Claudia Mucklow, Natalie Kanner.

13
14 ***Posted Agenda:***

15 6:30 PM Call to Order
16 6:31 PM Changes to Agenda (if any); Public Comment (for items not on the agenda)
17 6:33 PM Review & approve draft PC meeting minutes: December 18 meeting
18 6:35 PM Prepare for PC Hearing on the Town Plan
19 8:00 PM Discussion on PC Viewing of Short-Term Rental Presentation
20 8:20 PM Updates from around Town
21 8:25 PM Draft next meeting agenda
22 8:30 PM Adjourn

23
24 **Call to Order:**

25 Matt Krasnow called the meeting to order at 6:36pm.

26
27 **Changes to Agenda (if any); Public Comment (for items not on the agenda):**

28 Lindsay Kahn added review of ballot measures for the Town Plan and Land Use Regulation
29 (LUR) amendments. Bill Stuono made note that Lindsay had distributed informational materials on
30 short-term rentals to Planning Commission members. Bill asked that going forward materials applicable
31 to the agenda be added to the meeting packet that is available to the public.

32
33 **Review & approve draft PC meeting minutes: December 18 meeting:**

34 **MOTION by Matt Krasnow; seconded by Robert Bloch, to approve the PC meeting**
35 **minutes for December 18, 2025, as amended. VOTE: 6 ayes, motion carried.** Linda Radimer was
36 absent.

37
38 **Prepare for PC Hearing on the Town Plan:**

39 Lindsay reviewed the slide deck that she had created for use during the hearing.

40 The first slide outlined the expiration date for the current Town Plan and an applicable state
41 statute regarding amendments.

42 The second slide spoke about process and procedure and referenced state statutes on required
43 public hearings to be held by both the Planning Commission and Selectboard.

44 The third slide defined the purpose of the Town Plan update.

45 The fourth slide made note of the need to come into compliance with newly enacted state
46 statutes.

47 The fifth slide compared the 2018 and 2026 Future Land Use Maps.

48 The sixth slide referenced to the Home Act, low, mid, and high housing targets from the
49 Chittenden County Regional Planning Commission (CCRPC), and how Charlotte's 2030 and 2050
50 housing targets reflect the low targets.

51 The seventh slide spoke about newly enacted state statues pertaining to new terms, such as forest
52 blocks and habitat connectors, and extraction of earth resources.

53 The eighth slide defined Act 174 standards and guidance for Enhanced Energy Plans.

54 Matt asked for an edit to the Home Act slide; clarification that the Home Act is Act 47.

55 Carrie Spear asked how the Selectboard planned to present the information in their hearings.
56 Lindsay responded that she had provided the Selectboard with a slide deck as well.

57 Bill Stuono confirmed that all warning requirements for the hearings had been met.

58 Bill returned to the slide that compares the 2018 and 2026 Future Land Use Maps. Bill noted that
59 the 2026 map is a substantial change and could be mistaken for a zoning map. Through discussion,
60 Lindsay added to the slide that the 2026 Town Plan must demonstrate compatibility with the 2018
61 Future Land Use Map as well as the drafted 2026 Future Land Use Map. Matt circled back to Bill's
62 comment on the Future Land Use Map resembling the zoning map. Bill clarified that he is speaking to
63 inadvertent use of the Future Land Use Map as a zoning map. Lindsay suggested that the map could be
64 removed from the slide deck. Bill restated that his point is that the Future Land Use Map could be
65 misconstrued as a zoning map.

66 Carrie asked Bill about his earlier comment regarding the substantial change between 2018 and
67 2026 Future Land Use Maps. Bill responded that the boundaries had changed. Bill then again spoke
68 about the Future Land Use Map resembling the zoning map as far as commercial districts and village
69 areas, but the two are not identical. Robert asked to refocus on the agenda item. Bill said he is asking for
70 a labeling clarification that the Future Land Use Map is not to be used as a zoning map. Lindsay pointed
71 out that the Future Land Use Map is labeled as such.

72 Bill referenced a slide that Lindsay had not yet reviewed which listed updates to the following
73 maps: Future Land Use Map, Trail Vision Map, and Energy Maps. Bill commented that the Planning
74 Commission had not reviewed updates to the Trail Vision Map or Energy Maps. Lindsay said that the
75 Planning Commission was provided with the updated Maps during the period given for the Planning
76 Commission to review the updated Town Plan. Lindsay elaborated that the Trail Vision Map changes
77 were minimal and that she had consulted with the Trails Committee Chair. Bill asked about changes to
78 the Energy Maps. Lindsay responded that Darren Schibbler, CCRPC presented changes to the Energy
79 Maps last September, and the Energy Committee vetted.

80 Lindsay returned to the slide deck. The ninth and tenth slides outlined updates to demographic,
81 social, housing, transportation, and energy data throughout various tables in the Town Plan.

82 The eleventh slide noted the updates to the implementation table to reflect strategies from the
83 2018 town plan that are still ongoing. Upon Robert's request, Lindsay clarified on the actions taken
84 pertaining to this slide.

85 Bill circled back to Energy Maps, specifically, the Solar Energy Potential Map, and noted that
86 substantial changes had been made. Matt confirmed that changes to the Solar Energy Potential Map had
87 been warned and would be part of the hearing. Lindsay proposed that she and Bill schedule a time to
88 review and discuss. Bill asked Charlotte Conservation Commission (CCC) Chair, Claudia Mucklow, if
89 she had seen the updated Solar Energy Potential Map. Claudia responded that she had not. Lindsay
90 noted that the updated Solar Energy Potential Map is available on Charlotte's website. Bill commented
91 that the Planning Commission did not collectively review and discuss updated Energy Maps or the
92 updated Trail Vision Map. Matt asked Bill to define his concern. Bill said that the updated Solar Energy
93 Potential Map depicts far greater solar potential. Matt said that CCRPC could be consulted to understand
94 where the greater solar potential was derived from. Matt also pointed out that in the past 8 years, solar
95 generation technology has changed. Bill agreed with Matt's point and noted that the base solar areas
96 now include land that the CCC would likely designate for conservation. Matt responded that permitting

97 solar occurs at the state level. Ashley Berliner suggested refocusing on the agenda. To this, Bill asked if
98 Planning Commission members had reviewed the current and proposed Solar Energy Potential Maps.
99 Ashley then reminded the Planning Commission that the decision to update the Town Plan was
100 discussed and agreed upon, the focus should be on preparation for the hearing. Matt added that if there
101 are valid concerns, maps can be updated at any time. Bill made note that he did not vote for a warned
102 Town Plan update. Robert recalled that Bill had made valid points against allowing the Town Plan to
103 expire. Bill responded that when he made those points, he was under the impression that no substantial
104 changes would be made to the current Town Plan. Subsequent discussion on how the Planning
105 Commission arrived at the decision to update the Town Plan to prevent expiration. Frank Tenney spoke
106 to the need to move forward with the presentation of the update. Carrie asked if Frank, as the
107 Selectboard Vice Chair, supported the update.
108

109 **Review of Ballot Measures for the Town Plan and LUR amendments:**

110 Lindsay spoke about the work that she had compiled with the intent that the Selectboard could be
111 presented with the information on January 9th and review during their January 12th meeting. Lindsay
112 noted that she had referred to Charlotte's 2021 ballot measures, which seemed intentionally vague, and
113 the memo which outlined proposed changes. Lindsay then reviewed suggested article language for 2026
114 ballot measures for the Town Plan and LURs.

115 Robert pointed out that the philosophy within Charlotte is to vote against if not understood.
116 Robert suggested the pattern of vagueness that Lindsay extracted from 2021 ballot measures might not
117 be the best approach.

118 Through discussion, an additional LUR ballot measure was drafted and added to reflect the
119 administrative clarification that would accompany creation of East and West Charlotte Village
120 Commercial Districts. Lindsay then reviewed the remaining LUR ballot measures.

121 Frank directed the discussion to Chapter VIII: Planned Residential and Planned Unit
122 Development, in the existing LURs. Frank asked for clarification on proposed edits to the Planned Unit
123 Development (PUD) section. Matt recalled that the edits in this section were related to edits in the
124 mixed-use section. Bill asked Frank to clarify. Frank said that the proposed edits would allow for
125 multiple uses without PUD review. Bill spoke to PUD review being previously required for
126 development in the Commercial or Village Commercial District and was uncertain why the requirement
127 would be edited out given the intent is for the Development Review Board to determine if amenities are
128 needed. Frank said he just wanted to point to the substantial change being proposed.
129

130 **Discussion on PC Viewing of Short-Term Rental Presentation:**

131 Lindsay said that she had viewed presentations from the Vermont League of Cities and Towns
132 (VLCT), recent short-term rental policy retreat, and found them informative. Lindsay then provided
133 highlights.

134 The presentation emphasized the importance of tourism in Vermont and requested that the term
135 vacation rentals be used instead of short-term rentals.

136 Short-term rentals are not the only cause of housing shortages. They have a varying impact from
137 town to town.

138 There are options for regulating, including a register or ordinance. These are to ensure fire safety
139 and public health, not just for collecting taxes. Lindsay outlined what an ordinance would and would not
140 do. Lindsay noted that some towns have created a short-term rental task force to determine whether to
141 create a registry. Lindsay noted that the Short-Term Rental Alliance suggests a registry. Bill added that
142 the VLCT supports having at least a registry. The Short-Term Rental Alliance suggests a registry to
143 have an understanding and ensure adequate insurance.

144 Carrie asked if the Zoning Administrator would maintain the registry. Frank said in the past
145 inspections were handled by the Health Officer, a responsibility the state has since assumed. Frank then
146 commented on the difficulties with long-term rentals.

147 Robert commented that he had watched much of the content from the retreat and did not feel that
148 short-term rentals are currently a big issue in Charlotte. A registry might be a good idea, with the
149 possibility of an ordinance in the future. Robert also questioned the true impact on long-term housing
150 stock in Charlotte. Enforcement would need to be considered, which could be collaborative with other
151 towns. Robert summarized by stating he did not feel that short-term rentals are a priority for the
152 Planning Commission. Ashley noted that she has two short-term rentals within a quarter mile of her
153 home, which have changed hands in the past 3 years, and are now owned by people residing outside of
154 Vermont. Ashley stated she would be interested in understanding the impact of short-term rentals in
155 Charlotte. Subsequent discussion of the pros and cons of short-term rentals for municipalities, and the
156 prevalence of short-term rentals on Thompson's Point.

157 Bill revisited the possibility of Julie Marks, Executive Director of the Vermont Short-Term
158 Rental Alliance, making a brief presentation to the Planning Commission. Bill said that he'd like to hear
159 Julie's presentation which focuses on registry not regulation. Matt asked Frank if Julie's presentation
160 would be something that the Selectboard would be interested in. Bill said he envisioned Julie's
161 presentation being informational so that the Planning Commission can make a recommendation to the
162 Selectboard. Matt pointed out that a registry is a customer base which Julie has a vested interest in.
163 Lindsay agreed with Bill's point that the Planning Commission should be informed before making a
164 recommendation to the Selectboard.

165
166 **Updates from around Town:**

167 No items noted.

168
169 **Draft next agenda:**

170 Lindsay reviewed the previously created workplan. Items included the Town Plan hearing, Lake
171 Road Solar/Section 248 process. Lake Road Solar would not need to be on the agenda as the application
172 had not been submitted.

173
174 **Adjourn:**

175 **MOTION by Robert Bloch; seconded by Ashley Berliner, to adjourn the meeting. VOTE: 6**
176 **eyes, motion carried.** The meeting was adjourned at 8:36pm.

177
178 Minutes respectfully submitted:
179 Nicole Burnell, Recording Secretary