

**Ludlow Planning Commission
Meeting Minutes (Unapproved)
April 18, 2023**

- 1) Call to order at 6:24 by Terry Gurdak Carter
- 2) Roll Call:
 - a) Board: Terry Gurdak Carter, Judy Pullinen, Andi Goldman
 - b) Public: Steve Meyers via zoom, Hailey DelGiudice representing Vail/Okemo, Peter VanGorder Okemo Valley TV, Martha Harrison (MARC)
- 3) Opening Statement by Chair: None this month
- 4) Changes to agenda: none
- 5) Approval of minutes March 21, 2023:

Motion to approve minutes by Andi Goldman. Second by Judy Pullinen. Motion passed with no discussion.
- 6) Comments from Citizens:
 - a) Hailey DelGiudice introduced herself as the Employee Housing Director for Vail Northeast, which includes Okemo.
 - b) Steve Meyers commented that Ted Styhas got his paperwork in late and Steve had his letter in by the March 28th deadline for Planning Commission reappointment.
- 7) Municipal Housing Grant
 - a) Finalize Village Survey - Martha ran thru survey on Survey Monkey. 99 percent done.
 - b) Survey Launch Plan -
 - i) Survey will be on the Town website.
 - ii) Terry proposed sending a postcard to every village resident, which is less expensive than sending to the entire Town of Ludlow. Terry ordered labels, and postage will run about \$400.
 - iii) Terry will ask the town manager to have all town committees/boards put the survey on their agenda.
 - iv) Ways/Where to distribute survey:
 - (1) Rotary - Andi
 - (2) Front Page Forum - Terry
 - (3) Facebook sharing - everyone
 - (4) Okemo Valley Chamber of Commerce - Terry
 - (5) Vermont Journal - Terry
 - (6) Streetscapes - Andi
 - (7) Black River Valley Senior Center - Ryan
 - (8) Okemo Valley Women's Club - Andi
 - (9) Church of the Annunciation - Terry
 - (10) United Church - Ted

- (11) Ludlow Baptist Church - Ted
- (12) Notice at local eateries - Terry
- (13) Masons - Terry
- v) The Commission needs to develop language for one cover email and language for postcard. Put QR code on postcard. Judy and Andi will do wording
- vi) Survey will be out for 30 days. Survey open and close dates were discussed. To be determined by Martha and Terry when the survey is fully complete, tentatively looking at May.
- c) Employee Housing
 - i) The Commission reviewed new Employee Housing Standards. It was noted by Martha that a change of use makes them comply with new regulation of employee housing.
 - ii) Sec. B change: Employee housing shall comply with all district, specific and general requirements of the Zoning Regulations, **and all other applicable local regulations currently in effect.**
 - iii) B1b The housing is within .25 miles of **a stop of a public or employer provided transportation system which also has a stop at the employment location during the employees work hours.**
 - iv) Sec. B3 and B5 were eliminated as not enforceable per lawyer. There was much discussion regarding the safety aspects.
 - v) Judy Pullinen motion to adopt Employee Housing Standards standards regarding Employee Housing as discussed and including Martha's revisions. Andi second. Motion passed.
- d) Housing Definitions:
 - i) Employee Housing: Housing that is owned, controlled **or facilitated** by an Employer and provided for the occupancy of the employee and, if applicable, the employee's family or household.
 - ii) Rooming/Boarding House: A building in which the rooms that are rented serve as the renter's principal residence for more than 30 days. One or more meals, housekeeping, and/or laundry service may be provided. A rooming house shall have no more than 8 rooms for rent.
 - iii) Bed and Breakfast: A residential structure with ten or fewer rooms for rent to transients for overnight lodging by the day or the week. The structure must be the primary residence of the owner or operator of the Bed and Breakfast, who may only provide meals to guests, not the general public.
 - iv) Inn: An owner-occupied building to provide overnight or short-term accommodations, and one or more meals, to transient guests. Inns shall not have more than 25 guest rooms, which shall be primarily accessed from inside the building.
 - v) Short Term: Less than 30 days
 - vi) Transient: A short term guest or boarder whose permanent address for legal purposes is not the lodging facility where they are staying.

- vii) Motion to accept Employee Housing Definitions as above Terry Gurdak Carter. Second by Andi Goldman. Motion passed.
 - viii) Andi brought up the subject of regulating noise in a neighborhood. It was decided to look at this when looking at each district.
 - ix) Warn Public Hearing for Zoning Changes and Definitions and Standards: Martha read her drafted Planning Commission Report. Andi made a motion to approve the Planning Commission Report. Terry Gurdak Carter seconded. Motion approved.
- 8) Board Comments: Andi Goldman - repeated need to get assistance from the town in getting help in the Zoning Director office and assistance for the Planning Commission. She would also like to have a running list of proposed changes on our website
- 9) Citizen comments: Hailey DelGiudice - As Employee Housing Coordinator for Vail, she wants to hear about any issues with employee housing, including noise issues. She would also like clarification on term regarding employers "facilitating housing". She also asked about the intent of transportation for employees? Terry explained it is intended to help parking easement and for out of country employees who have no transportation.
- Steve Meyers: Who was original applicant on the municipal grant? It may be Rose Goings - need to look up.

Motion to Adjourn by Andi Goldman. Second by Judy Pullinen. Meeting adjourned at 8:28 p.m.

Respectfully submitted,

Judith Pullinen