

Town of Wallingford
Development Review Board
PUBLIC HEARING

Wednesday 18 March 2026 – 7 p.m.
Wallingford Town Hall
75 School Street, Wallingford

Members present: B. Dobbins (Chair), D. Ballou (Vice-Chair), J. Burkitt

Member(s) absent: E. Blaisdell

Members of the Public J. Carter, Meghan Anthony

I. Call Meeting to Order

The Chair call the meeting to order at 19:03 hrs. (7:03PM)

II. Agenda Additions/Deletions

B. Dobbins made a motion to accept Agenda as written. J. Burkitt seconded. Motion PASSED

III. Introduce the DRB Members, who may disclose any Conflicts of Interest.

Members were introduced. No Conflicts of Interests were disclosed.

IV. Vote for Chair and Vice-Chair (first meeting after Town Meeting Day)

D. Ballou motioned that the Chair and the Vice-Chair stay the same Bruce Dobbins as Chair and David Ballou as Vice-Chair. J. Burkitt seconded. Motion PASSED.

V. Open Public Hearing for Application (per pages 4-5 of Rules of Procedures)

The Chair opened the meeting to Public Hearing.

Bruce asked is DRB members had time to review the application. All affirmed. B. Dobbins asked if D. Ballou had any observations on the house. He mentioned there were two entrances to the apartment. One inside

J. Burkitt asked if the apartment was built with the original house. J. Carter said the apartment was added approximately 3 years after the original house was built. House was built in 1990, and apartment was built in 1993.

E. Berner spoke about point of order – the Applicant had not been sworn in. B. Dobbins then swore the applicant in.

J. Burkitt asked if the apartment had been approved.

B. Dobbins asked if the intent was to rent out as an Air BnB. J. Carter affirmed as an Air BnB.

B. Dobbins asked what (how much) traffic did J. Carter anticipate. J. Carter replied since it would only be two (2) adults she anticipated maximum two (2) cars.

J. Burkitt asked if dogs allowed. J. Carter replied no.

J. Burkitt asked if there was enough parking. J. Carter replied yes there was.

B. Dobbins clarified the number of persons in the apartment: 2 adults and one child and one infant. J Carter affirmed.

D. Ballou commented that J. Carter lived out of State. J., Carter replied 50-50. D. Ballou asked if J. Carter was out of the state that she would have someone to supervise the rentals. J. Carter said she did: a housekeeper, two (2) handymen and neighbors and friends.

J. Burkitt asked if J. Carter understood that short-term rentals went through the State. J. Carter affirmed she knew and that Air BnB paid the Vermont taxes. B. Dobbins asked if J. Carter was going to use the regular Air BnB service. J. Carter said the property was already on the website as a long-term. She is going to switch it minimum length of time. She went on to explain that the apartment is also listed in Furnish Finders typically for 30 plus days and she anticipated no change.

J. Burkitt asked if J. Carter had been renting long-term. J. Carter replied yes and she is asking for a Conditional Use so she can rent for short-term. Her understanding is that the long-term was Grandfathered in since the previous owners rented for long-term.

B. Dobbins asked any further questions. J. Burkitt asked about fire extinguishers. J. Carter answered that she had them, and that the Fire Marshal passed the apartment for the fire inspection.

B. Dobbins asked further questions. There were none.

E. Berner reported to the DRB that she had received a call from Mrs. Kirby (abutter) who had no objection to J. Carter's permit application.

VI. Close the Hearing, OR continue the Hearing to a specific date, time and place set.

B. Dobbins closed the Hearing at 19:14hrs. (7:14PM).

VII. Enter deliberative session (if necessary). Exit deliberative session and give instructions to Z.A.

J. Burkitt motioned that the DRB enter into Deliberative Session. B. seconded motion. Motion PASSED. (19:15 hrs. (7:15PM)).

J. Burkitt motioned that the DRB exit Deliberative Session. B. seconded motion. Motion PASSED. 19:26 hrs. (7:26PM).

J. Burkett requested E. Berner to read the Conditions discussed in Deliberative Session

E. Berner read the conditions:

1. A maximum of two (2) vehicles per guests.
2. There must be a local responsible person with contact information available to guests should the owner not be in residence.
3. A maximum of four (4) persons that is two (2) adults, one (1) child and one (1) infant allowed.
4. No dogs allowed.
5. Quiets hours per Wallingford Town Ordinance (11:00PM – 07:00AM) to be posted in property.
6. All applicable Vermont permits.

D. Ballou made a motion to approve the permit. B. Dobbins seconded the motion. Motion PASSED.

Applicant was informed that a Conditional approved permit by B. Dobbins with conditions. J. Cater asked about second condition. She will ask person and give contact information to Zoning Administrator when permit is signed.

J. Carter asked if a Conditional Use permit goes with the property. B. Dobbins confirmed it goes with the property.

E. Berner explained the rest of the process.

VIII. Approve Minutes of February 2026.

B. Dobbins stated changes were printed in red. D. Ballou stated his were not. Copies were printed from the color printer and distributed.

B. Dobbins asked for a motion to approve the minutes as amended. Discussion followed. J. Burkitt said minutes were not an accurate account. B. Dobbins stated Minutes did not have to be a verbatim transcription. J. Burkitt disagreed. Discussion followed. B. Dobbins asked if a copy of the amended minutes had been sent to E. Blaisdell. E. Berner replied yes. As of that afternoon, E. Berner sent text message to E. Blaisdell and read the text exchange. In the text message E. Blaisdell replied she approved Facts of Findings with changes. E. Berner suggested tabling minutes until E. Blaisdell returns. B. Dobbins made a motion to table the minutes but approve the Facts of Findings. J. stated the Facts of Findings did not have any conditions. D. Ballou seconded tabling the minutes.

Facts of Findings: J. Burkett stated need to discuss Conditions in the Facts of Findings. E. Berner read the condition on line 66: Permit application approval will be null and void if the sale of the Property to the Harveys falls through.

J. Burkitt stated that in the future if the Harveys want to board dogs, they would have to ask for amended permit. B. Dobbins motioned to accept the Facts of Findings as amended. D. Ballou seconded it. Motion PASSED.

IX. Request any Public input.

No public present.

X. Other miscellaneous business or discussion.

D. Bruce asked if J. Burkitt and D. Ballou could change the meeting date to the third Tuesday of the month. E. Berner indicated that it would conflict with the Rutland Regional Planning Commission meeting. B. Dobbins asked for a motion to change to the 4th Tuesday of the month. J. made the motion. D. Ballou seconded. Motion PASSED.

E. Berner commented that the change would give the Rutland Herald more time to publish the Public Hearing notice. E. Berner went on to explain why the Herald did not publish the requested 15 Days warning for the Harvey hearing. --- because Customer Service did not open and it went to trash.

J. Burkitt asked if the Harveys should get refunded the money not paid to Rutland Herald. E. Berner explained that the cost of a DRB meeting was not covered the fee. J. Burkitt stated the DRB Procedures specified Public Hearing needed to publish in a newspaper. Discussion followed that the Herald no longer publishes seven days a week. E. Berner suggested taking out newspaper requirement out of Procedures. E. Berner suggested adding statement to include Front Porch Forum as Public Notices. J. Burkitt discussed keeping the newspaper notice.

B. Dobbins suggested meeting to discuss any changes. It was decided that any changes will be sent to B. Dobbins and, depending on changes and type, a meeting would be scheduled if needed.

J. Burkitt asked why Peg-TV was not present. B. Dobbins stated that PEG was busy. E. Berner stated that she was told PEG-TV would not come out for regularly scheduled monthly meetings would not come. They will come out for Select Board meeting and special meetings.

J. Burkitt asked about hard copies. E. Berner stated with the cost of postage it was just as easy to deliver then send. J. Burkitt said shouldn't worry about the cost. E. Berner stated that with the slowness of the Post Office the DRB members would not necessarily receive the hardcopies on time. D. Ballou stated it took 5 days for some of his mailings.

J. Burkitt concerning transparency that B. Dobbins should announce that he is married to E. Berner. E. Berner said that all applicants are told when they submit their applications. Also, if recorder is not working the applicants need to be informed. Suggested town purchase

recording software for transcription. B. Dobbins suggested J. Burkitt send software recommendations to him.

J. Burkitt affirmed that E. Blaisdell was still on the DRB. B. Dobbins indicated she was.

XI. **Adjourn**

D. Ballou motioned to adjourn. J. Burkitt seconded. Motion PASSED. Meeting adjourned at 20:11 (8:11PM)

Respectfully submitted by E. Berner

B. Dobbins (Chair)