



# Agenda

**Housing Committee Meeting**  
Tuesday, February 3, 2026 at 6:00 PM

## **HYBRID MEETING**

**Join in person: Montpelier Senior Activity Center, 58 Barre St, Montpelier VT 05602**  
or

**Join Zoom Meeting:**

<https://us06web.zoom.us/j/85938151025?pwd=pEar5b44J08l5AWuEsSrQPLC63UGYX.1>

**Meeting ID:** 859 3815 1025 **Passcode:** 465654

**Phone in:** +13052241968,,85938151025#,,, \*465654# US

*Members: Alyssa Schuren (Chair), Lauren Hierl (Vice Chair), Daniel Coppock, Alexandra Halasz, Tim Heney, Ben Linder, Sean Sheehan, Sandra Vitzhum, Daniel Wheeler*

1. Call to Order
2. Welcome from the Chair
3. Review minutes of January 6, 2026 & January 20, 2026
4. Public Comment
5. City Update - Matthew Jelacic
6. Discussion & Decision: Priorities Framework & Order of Operations
7. Brief Updates:
  - Vacancy Ordinance
  - Budget Matters
  - State Appeals Process
8. (if time) Development Regulations: Principles
9. Next Steps
10. Adjournment

Housing Committee meetings are open to the public. For questions about accessibility or to request accommodation please call (802) 223-9506.



## **Committee Meeting Minutes**

**Committee Name:** Montpelier Housing Committee

**Date:** Tuesday, January 6

**Time:** 6:00–7:30 p.m.

**Location:** Montpelier Senior Center & Zoom

**Chairperson:** Alyssa Schuren

**Minute Taker:** Dan Wheeler

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### **Attendance**

**Committee Members Present:** Alyssa Schuren (Chair), Lauren Hierl (Vice Chair), Dan Wheeler (Secretary), Dan Coppock, Alexandra Halasz, Tim Heney, Sean Sheehan and Sandy Vitzthum, Ben Linder

**Absent:** None

**Councilors & City Staff:** Cary Brown (District 3 Councilor), Ben Doyle (District 1 Councilor) (zoom), Jim Sheridan (District 3 Councilor), Matt Jelacic (Montpelier Community and Economic Development Specialist)

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### **Meeting Summary**

Chair called the meeting to order at 6:01 p.m.

Committee reviewed previous minutes from December 2, 2025 and approved them.

### **Public Comment**

No members of the public were present.

### **City Update**

Matt Jelacic shared his list of assigned tasks within the Planning Department and discussed overlaps with some of the Committee's efforts. Matt highlighted investigative work that he has been doing in relation to potentially developable City owned properties and some State-owned property.

### **Discussion & Decision: Framework for deciding what priorities to advance**

The group discussed ways of prioritizing which recommendations to bring forward to the Council. Priority items that were discussed included, upcoming budget deadline for the city, solutions that maximize number of housing units created, low hanging fruit, and co-benefits.

Considerations for City staff capacity was also highlighted. Tax stabilization measure, short-term rental designation form, and vacancy tax/fee were identified as low hanging fruit because of the previous work already completed.

- ❖ Alyssa will create a draft guiding document to potentially create an order for decision making. Committee members will offer feedback.

### **Presentation & Discussion: Vacancy Tax- Rebecca Copans**

Rebecca presented draft language for a Vacancy Tax and sought the Committee's interest level in bringing this to the Council. If the Committee agrees to move this forward through the City channels, the committee would then formally recommend this to Council. Rebecca has signatures for a ballot initiative but would prefer to move through City process.

The group discussed attributes of such a tax or fee: incentives versus penalty; commercial versus private residential, etc. A member recommended surveying vacant property owners to learn about their needs or roadblocks for developing residential space.

- ❖ Carey will communicate to council an ordinance concept, during council reports, and will report back.

### **Discussion & Next Steps**

- ❖ Alyssa proposed that the zoning regulations should be discussed during a special meeting, and the committee agreed. It will be held on January 20<sup>th</sup> at 6pm at the Senior Center.

Tax Stabilization was discussed as a subject of action, as previous work has already been completed. As such, a movement was presented.

- *Motion:* Lauren moved to support City Council in initiating a ballot to update tax stabilization policy to reflect current State standards, which are more favorable for development. Dan C. seconded.
- *Vote: Motion passed.*
- *Motion Approved*

### **Budget Matters**

Lauren asked if the Committee should press council for the full \$250K funding of the Housing Trust Fund. Present Council members were pessimistic, but agreed it was important to articulate specifically how the funds would be used, and the benefits.

Philanthropy and revolving loan funds were discussed as alternative funding resources.

- ❖ Lauren will draft a pitch to Council, including examples of how funding can be used.

### **Next Steps**

- ❖ Special zoning regulations review meeting: 6-7pm on January 20<sup>th</sup>.

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### **Next Meeting**

**Date:** Tuesday, January 20

**Time:** 6:00 – 7:00p.m.

**Location:** Montpelier Senior Center

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**Meeting adjourned at 7:31 p.m.**

**Minutes prepared by:** Dan Wheeler

**Date:** January 8, 2026

## **LEGEND**

❖ Action

## **Committee Meeting Minutes**

**Committee Name:** Montpelier Housing Committee

**Date:** Tuesday, January 20

**Time:** 6:00–7:00 p.m.

**Location:** Montpelier Senior Center & Zoom

**Chairperson:** Alyssa Schuren

**Minute Taker:** Dan Wheeler

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### **Attendance**

**Committee Members Present:** Alyssa Schuren (Chair), Lauren Hierl (Vice Chair), Dan Wheeler (Secretary), Dan Coppock, Alexandra Halasz, Tim Heney, Sean Sheehan and Sandy Vitzthum( Zoom), Ben Linder (Zoom)

**Absent:** None

**Councilors & City Staff:** Cary Brown (District 3 Councilor)(zoom), Ben Doyle (District 1 Councilor), Matt Jelacic (Montpelier Community and Economic Development Specialist), Mike Miller (Planning Director)

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### **Meeting Summary**

Chair called the meeting to order at 6:01 p.m and explain the meeting focus on Montpelier's Development Regulations.

### **Public Comment**

Stephen Whitaker commented on the need for a Housing market study as a vital piece for encouraging developers to build appropriate housing types. Stephen encouraged the Housing Committee to advocate for funding for such a study. Peter Kelman encouraged the Housing Committee to work with other committees and the Council closely to avoid overlap, and focus priorities.

### **Discussion: Montpelier Development Regulations**

Tim Heney presented a summary and assessment of the development regulations. Tim suggested that the regulations' format and content be reworked so that they are simplified and eliminate as many barriers to development as possible. Sandy commented that vagueness within the regulations leave open grounds for appeal.

Mike Miller described the provenance of the current regulations, which underwent a comprehensive rewrite, completed in 2018. An outside consultant was hired for the rewrite. Mike would not recommend starting over and simplifying, as the detail that is included in the regulations are needed so that potential appeals may be stymied with direct and specific wording. Mike described the importance of having a robust regulation document so that the City may qualify for Tier 1A status. He advised to continue the redline and revision approach that is currently the standard, and is scheduled to resume in March.

Lauren Hierl suggested the committee pay close attention to the current State process, as their regulations evolve.

Ben Doyle asked Mike Miller what the committee can do to help in the revision process. Mike recommended that the committee make specific recommendations for specific sections and wording, rather than general recommendations. These revisions should focus on details that may assist in avoiding appeals, and also eliminate engineering requirements, which can be a financial barrier to potential development.

### **Next Steps**

- ❖ Alyssa proposed that the Housing Committee engage in a discussion focusing on guiding principles for development, which will help in decision making regarding prioritizing action. All committee members were in favor of such a discussion.

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### **Next Meeting**

**Date:** Tuesday, February 3

**Time:** 6:00 – 7:30p.m.

**Location:** Montpelier Senior Center

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**Meeting adjourned at 7:05 p.m.**

**Minutes prepared by:** Dan Wheeler

**Date:** January 23, 2026

### **LEGEND**

- ❖ Action