

Town of Londonderry, Vermont

Short-Term Rental Working Group Meeting Agenda

Monday, February 2, 2026 – 5 PM
100 Old School St, South Londonderry, VT 05155

1. Call Meeting to Order
2. Additions or Deletions to the Agenda [\[1 VSA 312\(d\)\(3\)\(A\)\]](#)
3. Approve minutes from Jan 20, 2026 meeting
4. STR Administrator update on Londonderry rentals
5. Consider areas of possible change to STR Ordinance
6. Next regular meeting, February 16, 2026, 5pm
7. Adjourn

Meeting may be attended remotely as follows:

Via web: <https://us06web.zoom.us/j/4104075916>

Via telephone: 309 205 3325 US

Meeting ID: 410 407 5916

Passcode: ny5GX0

It is strongly recommended that potential participants familiarize themselves with Zoom software (<https://zoom.us/>) prior to the meeting as the Board will not dedicate time to educating the public in its use

Posted and distributed on January 30, 2026

Town of Londonderry Short-Term Rental Working Group meeting minutes, Tuesday, January 20, 2026 – 5 PM

Adjourn Members present: Tom Cavanagh, Martha Dale, Andy Dahlstrom, Patty Eisenhour [remote]

Members absent: Brent Bammarito, Maryann Morris, Trevor Powers

Other is attendance: [in person] Ben Sargent, [remote] Jessica Citera, Nancy Jensen, Tyler Fisher

1.Call Meeting to Order: 5PM

2.Additions or Deletions to the Agenda: none

3. Introduction of STR Working Group members:

The three members present and the member joining via Zoom gave their names and town role relevant to this working group: Tom Cavanagh and Martha Dale, Selectboard; Andy Dahlstrom, STR Administrator; Patty Eisenhour, Housing Commission

4.Election of Chair, Vice Chair, and Clerk

Tom Cavanagh offers to serve again as Chair this year; Andy Dahlstrom seconds: Yes vote is unanimous.

Brett Bammarito is nominated to the role of Vice Chair by Andy; seconded by Tom: Yes vote is unanimous.

Andy Dahlstrom is nominated to the role Clerk by Tom; seconded by Patty: Yes vote is unanimous.

5.Consider rules of procedure

As the Working Group agreed to last year, Londonderry Selectboard rules of procedure are chosen to guide this Group.

6.Review Selectboard charge to STR Working Group

Andy refers to the March 18, 2024 Selectboard meeting when Board member Melissa Brown moved to create the STR Working Group to review of STR Ordinance language and to set a strategic plan to accomplish the goals of the Ordinance. In that motion was the choice of staffing the Working Group with two members each from the Selectboard, the Planning Commission, and the Housing Committee, plus the STR Administrator.

Martha asked if there is an additional expectation of the Working Group to consider how the Ordinance is rolling out and do we need to tweak it.

7.Set regular meeting schedule and location

The first and third Mondays of the month at 5pm is the chosen meeting schedule, (to precede the regular Selectboard meetings that begin at 6pm).

STR Working Group meetings will be held in the Town Office.

Andy asked that agenda requests be submitted to him by Thursday, to make possible the Friday posting to the Working Group agenda for the following Monday meeting.

8. Consider areas of possible change to STR Ordinance

After mention of adding some form of appeal process and committee—something Town Attorney Bob Fisher has recommended—visitors to the meeting were invited to share their topics.

Ben Sargent described the recent real estate sale he and his wife, who is a realtor, have gone through. One finding was that having an STR on the property hindered rather than helped the sale. He also spoke about demographics, who is shopping for a second home. Nancy Jensen, speaking as a realtor, commented that the Ordinance makes it harder to sell houses in Londonderry, especially higher priced ones.

Jessica Citera, speaking of her experience as a realtor, said other realtors have told her that buyers are looking away from Londonderry for vacation homes because they cannot offset their costs with rentals. She spoke about the sales information for 2025, about more vacation houses than primary residences selling in Londonderry, and that sale prices are 189% above assessed values in Londonderry. She also spoke of taxes rising when town properties are reappraised in the next few years. Also she suggested that the town consider for the Ordinance a limit on the number of STR licenses available instead of a cap on the number of rental nights allowed at an STR.

Tyler Fisher spoke of shifting from short-term to long-term listing of his house. He said that the total nights rented increased with long-term. He also noted that he received no interest in his Londonderry house when he recently listed it for sale.

Patty Eisenhaur referred to the purpose of STR Ordinance, which is not to preserve primary housing, but rather to maintain a balance between primary and secondary residences.

Martha Dale recommends making changes slowly to the Ordinance.

Andy Dahlstrom listed several topics he will share at the next meeting: property transfer records from the town office; what Stowe, VT is doing with an STR Ordinance; current STR numbers and changes in the second registration year of the Londonderry Ordinance; a list of Ordinance changes to consider, from observations since July, 2025.

9. Adjourn

Meeting adjourned at 5:50pm

Zoom video recording link: [CLICK HERE](#)

Passcode: Z\$&8A476

Highlights from Vermont League of Cities and Towns publication: *Short-Term Rental Regulations Overview and Model Ordinance*

Vermont law specifically allows municipalities to regulate short-term rentals (STRs) either through the authority granted them to regulate land use through the enactment of zoning bylaws and/or its police powers by adopting a standalone ordinance.

The law's only express limitation on municipal regulatory authority is that no STR ordinance or bylaw can "adversely impact the availability of long-term rental housing" stock.

An ordinance in particular needs a strong basis to sustain legal challenge, and a clear purpose helps establish that basis. The enabling law for STRs sets the broad purpose for exercising this authority as, "promoting the public health, safety, welfare, and convenience" of the municipality. If an STR regulation is contained within the zoning bylaws, it will also need to conform with the town's land use plan and existing self-executing provisions of Vermont's planning and development law (i.e., Title 24, Chapter 117). A town adopting STR regulations as an ordinance faces no such restrictions.

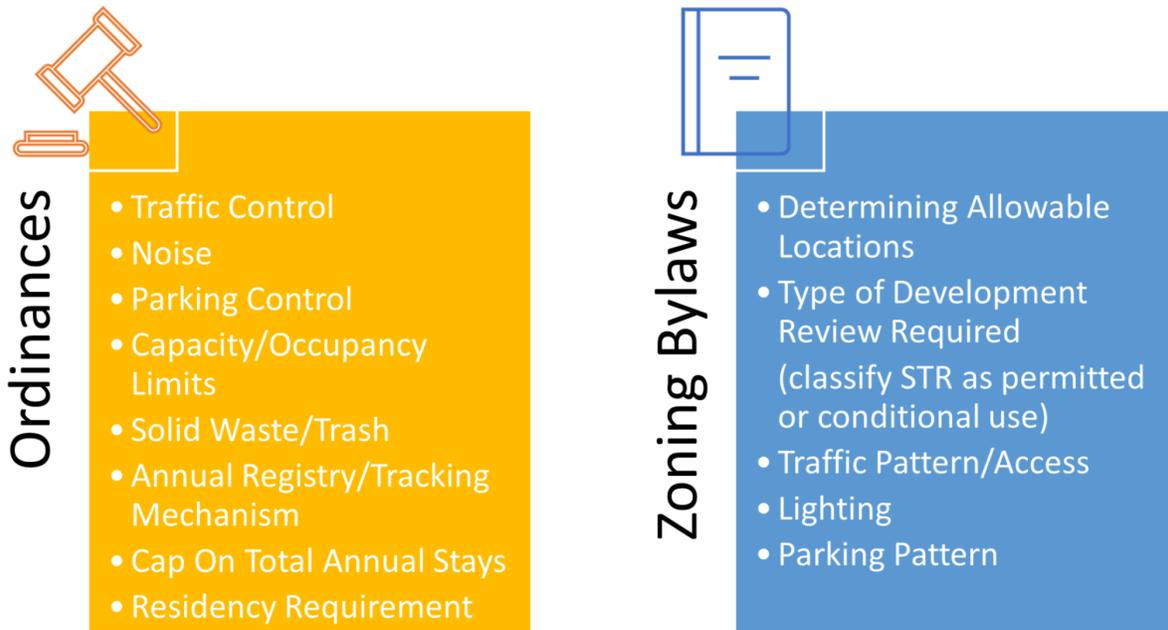
If a town wants to regulate STRs from both a land use perspective (to specify which districts they're allowed in, if any, and under what conditions) through zoning and a quality-of-life perspective through an ordinance, then it can adopt both a standalone STR ordinance and a STR zoning bylaw, though it should be mindful to ensure they're consistent and don't conflict with each other.

A tracking mechanism such as an annual registry is also a common element found in local STR ordinances. Once a person opens their property to STRs, they become subject to State laws, rules, and codes. A registry furthers public safety goals by ensuring the public is aware of properly licensed, registered, and compliant STRs. It also ensures proper advertising of legitimate STRs and can help in identifying violations.

The Chittenden County Superior Court recently upheld the City of Burlington's short-term rental regulations ruling that "24 V.S.A. § 2291(29) clearly authorized the City to impose duration limits and owner occupancy requirements on short-term rentals." However, that decision, though undoubtedly persuasive in other Vermont counties, is binding precedent only in Chittenden County. You can read more about this case on our website [VLCT Journal Article: "Superior Court Upholds Burlington's Short-Term Rental Regulations"](#). The more your ordinance

regulates evenhandedly and serves legitimate local interests, the more likely it is to be upheld.

As the Vermont Supreme Court held in *In re Appeal of JAM Golf*, “[s]uch standardless discretion violates property owners' due process rights.” *In re Appeal of JAM Golf, LLC*, 2008 VT 110. Regulations with a vague or no standard at all need to be revised to ensure that they’re measurable for the town to determine compliance; otherwise, they should be removed. A town wishing to include STRs in its zoning regulations will need to have clear bylaws that express the intent to regulate STRs.



...intended to inform you that although such owner-occupancy based restrictions may ultimately be upheld in Vermont, just as they were in Chittenden County, they do pose some legal risk and, as such, they’ll need to be carefully crafted in coordination with your town attorney to increase their odds of avoiding and surviving judicial scrutiny.

[STR Administrator suggestion, based on section above: In light of 5th Circuit Court ruling in *Hignell-Stark v City of New Orleans*, change Hosted definition to operator-occupied from owner-occupied. Allowing someone other than property owner to act as host cleans up any dormant Commerce Clause challenge. Note: it is important to emphasize that this is flexibility with the Hosted requirement; it does not open the door to rental arbitrage, where an owner leases to a long-term tenant who then vacates the property during short-term rental activity.

Restrictions on Unhosted rentals fall equally on local and out-of-state owners.
Therefore, no friction with Interstate Commerce.]

[INSERT NAME OF MUNICIPALITY] SHORT-TERM RENTAL ORDINANCE

SECTION 1. AUTHORITY. This civil ordinance is adopted by the *[insert name of legislative body]* (“Selectboard”) of *[insert name of municipality]* (“Town”) under the authority granted by 24 V.S.A. §§ 2291(15), (29) and 24 V.S.A. Chapter 59.

SECTION 2. PURPOSE. The purpose of this Ordinance is to promote and protect the public health, safety welfare, convenience, and peace and quiet of the inhabitants of the Town; enhance and maintain the existing character and density of residential neighborhoods, and to preserve and promote the availability of long-term affordable, residential housing in Town by regulating transient commercial use of residential property and the deleterious secondary effects commonly associated with their operations.

SECTION 3. DEFINITIONS. For the purposes of this Ordinance, the following words and/or phrases will be defined as follows:

- A. “Dwelling Unit Capacity” or “DUC” means the total occupancy limit for a short-term rental as determined by the maximum capacity of one of the following:
 - a. the property’s wastewater disposal system based upon a State of Vermont Wastewater and Potable Water Supply Permit for the property for dwelling units or wastewater and potable water supply systems constructed, modified, or occupied after June 30, 2007;
 - b. the local zoning or septic permit for dwelling units constructed before July 1, 2007; or
 - c. the number of bedrooms indicated in the listers’ property database if a local zoning or septic permit does not exist for dwelling units constructed before July 1, 2007.
- B. “Enforcement Officer” means any law enforcement officer certified by the Vermont Criminal Justice Training Council, the Short-Term Rental Administrator, or any other person designated as an Enforcement Officer by the Selectboard.
- C. “Short-term rental (STR)” means a furnished house, condominium, or other dwelling room or self-contained dwelling unit rented to the transient, traveling, or vacationing public for a period of fewer than 30 consecutive days and for more than 14 days per calendar year.
- D. “Short-Term Rental (STR) License” means authorization from the Town to operate a short-term rental in accordance with this Ordinance.
- E. “Short-Term Rental (STR) Operator” means either the STR Property Owner or the person or entity designated by the STR Property Owner in their short-term rental license application who is responsible for operating, managing, or maintaining the short-term rental in accordance with this Ordinance.
- F. “Short-Term Rental (STR) Property” means the property where a short-term rental is located,

including the short-term rental itself.

- G. “Short-Term Rental Property (STR) Owner” means any person or entity who, alone or with others, has title or interest in a property, dwelling unit, or portion thereof where a short-term rental is located, with or without possession.

SECTION 4. GENERAL REQUIREMENTS AND PROHIBITED CONDUCT. Each STR Property must meet the following standards:

- A. The number of lessees, guests, or other people using an STR pursuant to an STR License may not exceed its approved DUC.
- B. All vehicles of STR renters and their guests must be parked in parking spaces associated with the STR Property.
- C. An STR Property must have sufficient on-site (off-street) parking spaces to accommodate the STRs DUC. In calculating this allowance, one on-site parking space must be provided for every *[insert number]* guests of an STR.
- D. The maximum number of vehicles allowed on an STR Property is limited to the number of available on-site parking spaces.
- E. Trash on STR Property must be stored in a place secure from animals and outside of public view.
- F. An STR must contain, in a visually prominent location for guests to access, a list of emergency contact numbers (i.e., police, fire, ambulance).
- G. An STR must contain, in a location on the premises that is communicated to the renter, a hard copy of this Ordinance and the following Town ordinances:
 - i. *[list all applicable Town ordinances and regulations, e.g., noise ordinance];*
 - ii. *[solid waste ordinance];* and
 - iii. *[building code].*
- H. An STR Property must comply with the following Vermont Enhanced 911 Board’s Addressing Standards:
 - a. Address numbers must be a minimum of 3 inches high, 2-1/2 inches wide and reflective.
 - b. A number must be placed on the front of every STR Property.
 - c. Mailboxes must be marked with the address number. Where mailboxes are not in front of the house or structure to be marked, a number must be displayed on the structure, if it is visible from the road.
 - d. If the STR Property is not visible from the road and no mailbox is beside the driveway leading to the structure, a sign or number post must be erected to display the number. This

sign or number post may display the number either vertically (from the top) or horizontally (from the left).

- e. Shared driveways to an STR Property must be marked both at the beginning of the driveway and where the driveway splits to each specific structure.
 - f. The address number must be placed high enough that it will not be obscured by snow during an average winter.
- I. All exterior STR Property lighting fixtures must be fully shielded and directed downward to minimize skyglow, glare, and light trespass onto adjacent properties.
- J. STR Operators, who do not live either within an hour's driving distance of the STR Property or in *[insert name of county in which STR is located]*, must designate and provide the name and contact information of a designated agent located in the County who will be responsible for responding to emergency situations occurring at the STR.
- K. STR Owners, Operators, renters, and their occupants must comply with all applicable federal, state, and local laws.
- L. *[Optional: if applicable]: STR Property Owners must make timely payment of any local option taxes owed.*
- M. *[Optional for municipalities that lack a standalone noise ordinance or seek to establish a separate noise standard for STRs]: Unreasonable noises that are audible at the property line of the STR Property during the hours of [insert hour] PM and [insert hour] AM are prohibited. A determination of "unreasonable" will include factors such as intensity, duration, and frequency.*
- N. *[Optional for municipalities seeking to reserve apartment buildings for long-term residential housing]: The short-term rental of residential units within multifamily dwellings with more than [insert number] units is prohibited.*

[Optional, See Guidance] **SECTION 5. SHORT-TERM RENTAL LICENSING REQUIREMENTS.**

- A. *An STR Property Owner cannot lease or rent their property as a short-term rental (STR) without first obtaining an STR License from the Town.*
- B. *Renting, or offering for rent, an STR without first obtaining an STR License or complying with the licensing requirements as specified in this Ordinance is prohibited.*
- C. *An STR Property Owner must submit to the Town an STR License application on a form furnished by the Town.*
- D. *Every License application, including any renewal application, under this Ordinance must be accompanied by a [insert non-refundable or refundable] fee established by the Selectboard and paid to the Town.*

- E. *An STR License application will not be considered complete and eligible for consideration until all the information in this Section is provided and the associated application fee is paid in full.*
- F. *A separate application and associated fee are required for each STR offered for rent.*
- G. *The STR License application must be signed by the Property Owner and contain the following information:*
 - a. *The physical (E-911) address(es) of the property to be used as an STR.*
 - b. *The full name, physical address, e-mail address, and telephone number of the Property Owner. If the Property Owner is an entity, then the legal name of the entity, its physical mailing address, its agent, and the agent's telephone number and e-mail address.*
 - c. *The full name, physical address, e-mail address, and 24-hour telephone number of the STR Operator.*
 - d. *Proof of insurance. Confirmation of liability insurance of not less than \$1,000,000 in "commercial general liability" insurance per occurrence, combined single limit, for bodily injury, personal injury, and property damage arising in any way from the issuance of an STR License or activities conducted pursuant to the License, for each dwelling unit used as a Short-Term Rental unless such Short-Term Rental is offered through a hosting platform that maintains equal or greater coverage.*
 - e. *[If the Town has zoning] Certification from the Town's Zoning Administrator that use of the property as an STR conforms with the Town's land use regulations.*
 - f. *The DUC of the STR.*
 - g. *The number of available on-site (off-street) parking spaces.*
 - h. *Whether the applicant has any other STR Properties in Town.*
 - i. *The STR's State of Vermont issued meals and rooms tax account number corresponding to its location.*
- H. *An STR License will expire upon the anniversary of the date of its issuance and must be renewed using a License renewal application form provided by the Town prior to its continued use as an STR.*
- I. *An STR License is nonassignable and must be surrendered if the STR ceases operations or is transferred.*
- J. *An STR License, if granted or renewed, must be displayed in a visually prominent location inside the STR for guests to access.*
- K. *It is a violation of this Ordinance to provide intentionally false or materially misleading information on any STR License or renewal application, or to fail or refuse to pay any associated STR License fee.*

[Optional regulations for municipalities seeking to preserve affordable housing stock, limit STR congestion, prevent the large-scale commercialization of residential properties, and negate the secondary impacts commonly associated with STRs].

- L. *STRs must be separated by a distance of at least [insert number] feet as measured from the closest*

point of each respective STR Property's boundary line. However, this prohibition does not apply to multiple STRs located on the same STR Property.

- M. *STR Licenses may only be granted to natural people (as distinguished from an artificial person created by the law such as a corporation or other legal constructs).*
- N. *STR Licenses are limited to [insert number] active STR Licenses per STR Property Owner.*
 - a. *The application fee for the first STR License is: _____ Renewal fee: _____*
 - b. *The application fee the second STR License is: _____ Renewal fee: _____*
 - c. *The application fee for every subsequent STR License is: _____ Renewal fee: _____*
- O. *STR Licenses are capped at [insert percentage] of the Town's total number of rental housing stock and will be granted on a first-come, first-served basis.*

SECTION 6. ENFORCEMENT.

- A. A violation of this Ordinance is a civil matter which may be enforced in the Vermont Judicial Bureau or in the *[insert name of county]* County Superior Court, at the election of the *[insert either "Selectboard" or "Enforcement Officer"]*.
- B. Violations enforced in the Judicial Bureau will be in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. For purposes of enforcement in the Judicial Bureau, any Enforcement Officer has the authority to issue tickets and represent the Town at any hearing.
- C. Violations enforced in the Superior Court will be in accordance with the Vermont Rules of Civil Procedure. The Town may pursue all appropriate injunctive relief.

SECTION 7. PENALTIES AND COSTS.

- A. An Enforcement Officer is authorized to recover civil penalties for violations of this Ordinance in the following amounts for each violation:

First offense:	warning or [\$100] full penalty / [\$50] waiver penalty
Second offense:	[\$200] full penalty / [\$100] waiver penalty
Third offense:	[\$400] full penalty / [\$200] waiver penalty
Subsequent offense(s):	[\$800] full penalty / [\$400] waiver penalty

[NOTE: The above amounts are sample amounts only. Municipalities may adjust these penalties and waiver fees so long as they do not exceed \$800 per an offense.]

- B. An Enforcement Officer is authorized to recover a waiver fee in lieu of a civil penalty, in the stated amount, from any person who declines to contest a municipal complaint and voluntarily pays the waiver fee.

- C. Determining the sequences of offenses for violations of this Ordinance will be as follows: a subsequent violation that is identical to, and that occurs within *[insert number]* months of, a previous violation will be considered a higher offense (i.e., second, third, or subsequent offense). Any subsequent identical violation that occurs after *[insert number]* months of a previous identical violation will be considered a new, first offense.
- D. A warning will not be counted towards the calculation of the number of offenses under this Ordinance.
- E. *[Optional, if the municipality has a licensing program]: In addition to the penalties available for enforcement of a violation(s), an STR License will be immediately revoked if:*
 - a. *The STR License application contains any false or materially misleading information; or*
 - b. *The STR Property Owner fails to pay the renewal fee; or*
 - c. *The STR Owner has committed [insert number] violations of this Ordinance within [insert number] months.*
- F. *Any violation of this Ordinance committed by an STR Operator or renter, occupant, or guest of an STR will be considered a violation committed by the STR Owner and any penalty associated with it to be paid by the STR Owner to the Town.*
- G. *An STR Owner who has had their License revoked may not re-apply for a period of [insert amount of time, e.g. "one year" or "6 months," etc.] from the time their revoked license was due to expire.*
- H. *Notification of STR License revocation will be issued in writing with reasons and may be appealed by the STR Owner or their STR Operator to the Selectboard within 15 days of its mailing.*
- I. *In the event an STR License is revoked, no paid STR license fees will be refunded.*

SECTION 8. OTHER LAWS. This Ordinance is in addition to all other ordinances of the Town and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions, regulations, policies, or other documents inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 9. SEVERABILITY. If any section of this Ordinance is held by a court of competent jurisdiction to be invalid, such finding will not invalidate any other part of this Ordinance. If any statute referred to in this Ordinance is amended, this Ordinance will be deemed to refer to such amended statute.

SECTION 10. EFFECTIVE DATE. This Ordinance will become effective 60 days after its adoption by the Selectboard. If a petition is filed pursuant to 24 V.S.A. § 1973, that statute will govern the taking effect of this Ordinance.

Adopted this _____ day of _____, 20__.

SIGNATURES:

Adoption History

1. Agenda item at Selectboard meeting held on _____.
2. Read and approved at Selectboard meeting on _____ and entered in the minutes of that meeting.
3. Posted in public places on _____.
4. Notice of adoption published in the _____ newspaper on _____ with a notice of the right to petition.
5. Other actions [*petitions, etc.*].