

**WATERBURY PLANNING COMMISSION
MEETING
APPROVED MINUTES
Monday, June 11, 2012**

Members present: Kane Smart, Chair; Rebecca Washburn; Jason Wulff; Ken Belliveau
Staff present: Stephen Lotspeich, Patti Spence
Public: Lawrence Sayah; Gunner McCain; Jeff Kilgore; Judy Foregger; Rob Foregger; Natalie Howell Sherman; Paul Reed, John Wulff; Averill Laundon

Kane Smart, Chair, convened the meeting at 7:00 p.m.

Ken Belliveau was welcomed as a new member of the Planning Commission. Ken is a resident of Waterbury Center and is the Planning Director for the Town of Williston. Both the Select Board and Trustees approved changing the size of the Planning Commission from seven to five members. There is still one vacant position to be filled on the Planning Commission.

PUBLIC MEETING RE: DRAFT AMENDMENTS TO THE WATERBURY ZONING REGULATIONS

This public meeting is to discuss the proposed draft zoning amendments and to gather feedback from interested parties. The next step would be to warn a public hearing.

Under the draft zoning amendments, applications for subdivisions is being proposed to be heard under the new Article 12.

Comment from Gunner McCain:

1. The dimensional requirement section on Page 26 of current Zoning Regulations should be reworded to include a reference to the proposed waiver section.

Comment and input from Jeff Kilgore: Mr. Kilgore opened his comments by applauding the PC members for the work that has gone in to this draft.

Considerations he put forth:

1. Reference the April, 2012 case "In re Cross Pollination" that further defines "undue adverse impact", Mr. Kilgore recommended changing the wording in our definition of the term to reflect the court's decision in the appeal.

2. Boundary line adjustment: since no new lot is created Mr. Kilgore recommended that a reference be made in the regulations that boundary line adjustments are not part of subdivision review. Considerable conversation followed regarding boundary line adjustments.

3. Definition of "historic site": A comment was made that age relative to a site does not necessarily make it historic.

List historic sites in the Town Plan.

Steve Lotspeich commented that there is a definition for historic structures in the current Zoning

Regulations. He recommended that the words "historic site" in the draft subdivision chapter be changed to "historic structure".

4. Term "unique natural resource": Concern was raised as to what is the definition that goes with this term. "Natural and scenic resources" are the terms used by Town of Stowe. Mr. Lotspeich commented that the term "Unique or fragile resources" is defined in the current Waterbury Zoning Regulations and could be used instead of "unique natural resource".

Comments and input Gunner McCain. Mr. McCain also commended the PC for their work and for listening to input when putting forth this draft. He also asked if a plat must be prepared by a licensed surveyor. He thinks it needs to be clarified as to whether a survey is required for preparation of a plat. Mr. Lotspeich reviewed 27 VSA 1401-1406 which does state that a licensed surveyor must stamp the plat as required in section 1403B5. Then 1404B cites an exemption from the requirement for recorded plats of site plans, as opposed to subdivisions. We could change to reference 1401-1403, not through 1406.

Comments and input from Averill Laundon: Mr Laundon also expressed his appreciation for this draft. His suggestion is to redraft the references to the number of lots that are mentioned in regards to what constitutes the need for Development Review Board review of subdivision applications. The many different references to the number of lots and what kind of review is required or exempted is confusing.

Mr. Laundon also commented that the relationship of the draft subdivision chapter need to be coordinated with the requirements in the Planned Unit Development Chapter. He thinks that PUD review should be referenced or exempted in the subdivision chapter.

ACTION ITEM:

Continue to work with wording in the draft and consider the suggestions noted above.

MUNICIPAL PLAN RE-WRITE

Kane Smart distributed a table with the various Municipal Plan chapters and stakeholders for each Chapter.

Will Senning was present representing Revitalizing Waterbury (RW). RW is interested in participating in the rewrite, particularly the areas of History and Downtown Development.

A Commissioner or staff was assigned lead responsibility for re-writing a Chapter in the Municipal Plan.

The final selection of consultant(s) for revising the statistics and carrying out a community survey was discussed. All the consultant proposals had been evaluated by the Planning Commission and discussed at a previous Planning Commission meeting.

MOTION:

Jason Wulff moved and Ken Belliveau seconded the motion to retain the consultant services of Brandy Saxton of Place Sense for revising the statistics and carrying out a community survey as part of the Municipal Plan Re-write, using funding from the Municipal Planning Grant.

VOTE:

The motion passed unanimously.

MINUTES

The minutes of April 23, 2012 and May 14, 2012 were reviewed.

MOTION:

Rebecca Washburn moved and Jason Wulff seconded the motion to approve the Planning Commission minutes of April 23, 2012 and May 14, 2012, as amended.

VOTE: Three members voted in favor with one abstention.

ZONING ADMINSTRATOR'S REPORT

(attached)

ACTION ITEMS:

ITEM		
06/11/12,	Town Plan work task	
6/11/12,	Discuss parking requirements	

ADJOURNMENT:

The meeting was adjourned at 9:45 p.m.

Respectfully submitted:


Patti Spence
Secretary

*These minutes were approved on June 25, 2012.