

**WATERBURY PLANNING COMMISSION
MEETING
APPROVED MINUTES
Monday, July 23, 2012**

Members present: Kane Smart, Chair; Rebecca Washburn; Jason Wulff; Ken Belliveau
Staff present: Stephen Lotspeich, Patti Spence
Guests: Kathryn Grace, Resident

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

MUNICIPAL PLAN RE-WRITE

Brandy Saxton with Place Sense, met with the Planning Commission. She distributed a first draft of population statistics.

The draft of the Community Survey was reviewed and the following comments were made and discussed:

1. Formatting - justify questions to the left and the ranking box on the right of the question.
2. The order of the ranking was discussed in terms of whether 1 = Excellent vs. 4 = Excellent
3. Q #2 - Business climate (change wording) Local economy
4. Block 2 – Q6-10
 - a. separate the biking and walking questions to two questions
 - b. speed limits
5. Block 3 – Q12-15
 - a. reorder questions leaving affordability question 3rd
6. Block 4 – Q17-19
 - a. add a question regarding availability of space to start a business
7. Block 5 – Q21-23 - no comments
8. Block 6 – Q25-30
 - a. what is the priority of "ability to enjoy quiet and privacy" (there is no noise ordinance in the Village)
 - b. Adequacy of town recreation facilities
9. Block 7 – Q32-38 - public service facilities
 - a. Should Q36 be quality of school system or each individual school
10. Block 9 Q47-51- infrastructure
 - a. question 49 should include opportunity to participate in community affairs
11. Block 9 Q53 - Natural resources
 - a. question should rank against each other vs. rating importance
 - c. Q55 - like this train of question but could reference specific geographic areas
 - d. add question re. municipal funding and/or municipal resources for conservation efforts
12. Residential development
 - a. Q58 - rework to prioritize or rank or pair them
13. Q61- change response options to be "support – oppose – no opinion"
13. Q65 - say "spend money" rather than "allocate resources"

14. Q72 re. where do you work? Change options to be more general geographic areas
15. Consultant will compile response open-ended questions – how much will respondents share was discussed. It was suggested that we should reduce the number of open-ended questions.

Topics not covered but discussed at the June meeting:

1. Transit and parking
2. State office complex (fit in to #61)
3. Energy

The next Planning Commission meeting for Brandy Saxton to attend will be August 27th, with email communication and re-draft of survey for the August 13th meeting.

A Community Brief article for the Waterbury Record regarding the Municipal Plan Rewrite – community survey will be submitted for publication. Subsequent regular communication to the community via the Waterbury Record will be pursued.

The Commission reviewed the task list.

A discussion regarding the Historic Development & Resources chapter ensued. Village resident, Kathryn Grace, is interested in expanded the historic district to include additional sites on South Main Street.

The Planning commission can propose a change/expansion the Downtown Design Review Overlay District that includes a Historic/Commercial Sub-district but changes or expansions to the historic district itself must be designated by the federal and state government.

DRAFT AMENDMENTS TO THE WATERBURY ZONING REGULATIONS

The definition of "natural resources" was discussed. It was agreed to develop a definition of "significant natural resources" that include streams, class 1 & 2 wetlands, unique or fragile resources, and prime agricultural soils.

The action items include Ken and Steve finalizing their draft definitions for transmittal to Kane. Kane will put finalize the current drat of the zoning amendments and send them out to a group of interested parties for a preliminary review and request for feedback. Then the Commission will finalize the draft to be warned for a public meeting to be held in early September.

MINUTES

The minutes of July 9, 2012 were reviewed.

MOTION:

Jason Wulff moved and Rebecca Washburn seconded the motion to approve the Planning Commission minutes of July 9, 2012, as amended.

VOTE: The motion passed unanimously.

ZONING ADMINISTRATOR'S REPORT

The Report from Clare Rock, the Zoning Administrator, was reviewed and is attached to filed minutes.

ADJOURNMENT:

The meeting was adjourned at 9:50 p.m.

Respectfully submitted:

Patti Spence
Secretary



These minutes were approved on August 13, 2012.

