

WATERBURY PLANNING COMMISSION
SPECIAL MEETING
APPROVED MINUTES
Monday, January 28, 2013

Members present: Becca Washburn, Chair; Ken Belliveau; Jason Wulff; Kane Smart (by phone)
Staff present: Steve Lotspeich; Patti Spence

The meeting was opened at the Thatcher Brook Primary School at 7:00 p.m.

REVIEW MINUTES

Ken Belliveau moved and Jason Wulff seconded the motion to approve the minutes of August 13, 2012; December 10, 2012; and January 14, 2013.

Vote: All present voted and the motion passed unanimously.

DISCUSSION OF ZONING AMENDMENTS FOR THE STATE OFFICE COMPLEX

Steve Lotspeich prepared a document "Proposed Interim Zoning Regulation", dated "working draft, 1-25-13".

The document was reviewed in detail. Several changes to draft were agreed to. Steve will revise the draft and review the mapping for the area as it relates to the setbacks for this proposed overlay district, especially for existing buildings within the proposed district.

A revised draft will be completed and forwarded to the Selectboard and Trustees, as well as to the members of this Commission.

MUNICIPAL PLAN RE-WRITE

It was agreed that the Community Survey results should be split between those who responded from the random sample and others who responded. Steve will contact the consultant, Brandy Sexton, to make this request.

\$3,000.00 has been added to the proposed Planning Dept. FY13 budget for consultant assistance with the Municipal Plan re-write.

Darren Winham, the new Economic Development Director for Waterbury has volunteered to help re-write the Economic Development section. The Planning Commission would like to accept this offer.

It was agreed to approach the Central Vermont Regional Planning Commission (CVRPC) for input/assistance with re-writing the Transportation and Housing Chapters. A letter of request should be sent to the CVRPC. Ken Belliveau offered to draft a letter and get it to Steve Lotspeich for finalization and transmission to CVRPC.

Revising the Land Use Chapter was discussed. Are there adequate staff resources to update this chapter? This is a possible project for an intern or the CVRPC. It was suggested that the CVRPC could produce a map that compares land use in the year 2000 to present land use to show recent trends in development. This will help inform how expansion and re-development of our growth centers can be addressed.

Prepare for the next meeting the format for assigning chapters to consultants vs other resources.

PLANNER'S REPORT

Steve reviewed information on the proposed 26-lot Planned Unit Development between Perry Hill Rd. and Clover Lane, that is in the local and Act 250 permit process.

ZONING ADMINISTRATOR'S REPORT

The Commission reviewed the following Zoning Administrator's Report.

Zoning Administrators Report: Dec 2012 - Jan 2013

TOWN ZONING PERMITS

Permit #	Applicant/Owner	Location	Project	Action
67-12-T	Herbster	1997 Perry Hill Road	permit correction for existing SFD	APPROVED
68-12-T	MacLeod	327 Gregg Hill	SFD addition	APPROVED
69-12-T	Osmond / Rathke	1629 Shaw Mansion	BLA	APPROVED
01-13-T	Farling	1406 Maggies Way	SFD (re-issue)	APPROVED
02-13-T	AmeriGas	676 US RT 2	comm build add	APPROVED
03-12-T	Hart	111 High Birches Road	SFD dormers	APPROVED

VILLAGE ZONING PERMITS

Permit #	Applicant/Owner	Location	Project	Action
68-12-V	Sparks Holding LLC	Perry Hill Road	24-lot subdivision (PUD)	Referred to DRB
01-13-V	Ayers	18 Elm Street	change of use to retail & craft prod	Referred to DRB

ENFORCEMENT

Sanborn	Little River Road	issued NOV
Alchemist	35 Cross road	intensification of use? Need for permit amendment? In process of review
Madcam	1 Stowe Street	uperrmitted sign, sent sign app for use
Sipple	Parker Court	letter requesting buildings safely enclosed - in process

STATE WASTEWATER PERMITS

Permit #	Applicant	Location	Project	Action
ww-5-1223-1	Cold Hollow Cider Mill	3600 Waterbury-Stowe	R comm and res build	replacement
ww-5-6177	Huff	1337 Ripley Road	SFD & acc apt	designation of replacement area
ww-5-0035-2	Thatcher Hill LLC	RT 100	hotel construction & reno & BLA	permit amendment
ww-5-0630-5	Stowe ST Realty	2597 Wtbry-Stowe Rd		permit amendment
ww-5-6201	Boschen	64 Deacons Way	SFD & subdvn	new construction
ww-5-2892-5	Herbster	111 High Birches	SFD	as-built approval
ww-5-6219	Brunell	12 Lincoln Street	existing 2-fam dwell, new SFD & s	new construction
ww-5-5132-1	Bieler	48 Branbury Crossing	res build conversion	new and replacement
ww-5-5132-1	Bieler	48 Branbury Crossing	amend above to include subdvn	
ww-5-0565-3	GMC R	Sus Drive	change in operational use	permit amendment
ww-5-6254	State of VT	103 South Main	demo, reno and new construct	new construction

OTHER

updated municipal web page
 new zoning applications and fee structure
 issued State Substantail Damage Determination
 submitted articles to the paper for SFHA map changes and subdivision regs

ADJOURNMENT:

The meeting was adjourned at 8:30 p.m.

Respectfully submitted:



Patti Spence, Secretary

*These minutes were approved on February 25, 2013 *