

**SPECIAL JOINT MEETING  
WATERBURY PLANNING COMMISSION & VILLAGE TRUSTEES  
APPROVED MINUTES  
Monday, October 27, 2014**

PC Members present: Rebecca Washburn, Chair, Jeff Kampion, Mary Koen, Judi Kamien  
Staff present: Steve Lotspeich, Community Planner; Patti Spence, Secretary,  
Bill Shepeluk, Municipal Manager

Trustees present: Skip Flanders, Lefty Sayah, Natalie Howell

Public: Roy Lloyd, Everett Coffey, Kathy Grace

The joint meeting of the Planning Commission and Trustees commenced at 7:00 p.m. Both boards called their meetings to order.

**AGENDA REVIEW:**

There were no changes made to the agenda.

**COMMENTS FROM THE GENERAL PUBLIC:**

Everett Coffey said he wanted the ability to comment on the regular agenda items as a member of the public.

**EVALUATING THE COSTS AND BENEFITS OF FLOODPLAIN PROTECTION ACTIVITIES**

Roy Schiff of the consultant firm, Milone & MacBroom, presented his project that is: "Evaluating the Costs and Benefits of Floodplain Protection Activities"

The following floodplain management scenarios were presented with three options for each scenario:

1. business as usual
2. elevate buildings
3. avoidance and no fill
4. extreme flood risk avoidance

The above are examples of scenarios that will be used in the study to generate financial outcomes. None are based on a recommended direction but they are being used for analysis.

The following tasks will take place to help finalize the study: identification of critical facilities, possible mapping changes for the 100 year floodplain, and damage modeling.

The full presentation will be available at Municipal Office.

## **ENCOURAGING DEVELOPMENT AND RE-DEVELOPMENT IN THE DOWNTOWN AREA**

A conversation is on-going with the Trustees and Waterbury Area Development Committee (WADC) to discuss ways to make Village properties such as the former Municipal Offices at 51 S. Main St., more appealing for commercial development and re-development. A letter dated Oct. 24, 2014 from the Trustees to Jeffrey Larkin, Chair of WADC, and Jeffrey's response letter was referenced.

Discussion ensued on how changes to the Zoning Regulations will influence the development process. Steve Lotspeich circulated a copy of the state enabling statute for Interim Zoning Regulations that outlines the process for amending the Zoning Regulations on an interim basis. The role that other organizations, such as WADC, Revitalizing Waterbury, etc., will play was discussed.

Various other aspects were discussed such as to consider challenging a developer to develop under the conditions of using interim zoning and the most stringent floodplain regulations. The question was raised if there is real viability to develop a larger number of additional residential units in the Village. In other words, is the Village becoming saturated with available dwelling units?

Another possibility that was discussed is should the zoning for the Downtown Commercial district be amended so perhaps some additional residential properties could become commercial and expand the retail area in the downtown.

Form based code, that allows more attention to the design of structure and less to the uses, was discussed as a direction to pursue to facilitate additional development and re-development in the downtown area of the Village.

Regulating density through the number of bedrooms allowed rather than the maximum number of dwelling units, was discussed. The number of bedrooms per unit is not considered under our current density regulations. It was agreed that Steve Lotspeich will do some research on municipalities that may use a density criteria based on the number of bedrooms allowed.

The topic of what makes a vibrant downtown was discussed. It was agreed that planning should reference back to the Municipal Plan and consider the size of the family and the need for senior housing in the future.

Next steps:

1. Trustees will take in to account the comments from tonight.
2. 51 S. Main Street has moved forward with a purchase and sales agreement.

**REVIEW OF MINUTES**

Mary Koen moved and Judi Kamien seconded the motion to approve the Planning Commission minutes from October 6, 2014.

VOTE: The motion passed unanimously.

**OTHER BUSINESS**

The Act 250 public hearing was held last week for the new municipal complex.

**ADJOURNMENT**

The Trustees meeting was adjourned at 9:10 p.m.

The Planning Commission meeting was adjourned at 9:25 p.m.

Respectfully submitted,



Patti Spence  
Secretary

These minutes were approved on November 10, 2014.