

**WATERBURY PLANNING COMMISSION**  
**Approved Meeting Minutes**  
**Monday, May 23, 2016**

Planning Commission: Becca Washburn, Chair; Sarah McShane, Mary Koen

Staff: Steve Lotspeich, Community Planner; Patti Spence, Secretary

Public: None

The Chair opened the meeting at 7:00 p.m. at the Municipal Offices at 28 N. Main St.

**AGENDA REVIEW AND MODIFICATIONS**

No changes were made

**COMMENTS FROM THE GENERAL PUBLIC**

There were no members of the general public present to comment

**DISCUSSION OF APPLICATION FOR VILLAGE DESIGNATION FOR WATERBURY CENTER VILLAGE**

There was a meeting on May 11th at the Waterbury Center Community Church to discuss the Waterbury Center Village Designation. Steve had walked the area with Monica Callan and Peter Holm, who are undertaking the renovation project at the old Waterbury Grange and interested in getting the Village Designation. A revised map of the proposed area was presented to the PC, based on additional input from Richard Amore of the Vermont Department of Housing and Community Development (DHCD) who oversees the Designation Program.

Next steps:

1. Enlarging the area to include more/all of the multi-family homes in the historic district was a request of the PC. S
2. Steve will continue to work to investigate how many homes outside the current map (dated 5/6/16) would qualify as multi-family.
3. Try to include all homeowners who would qualify for the potential tax credits in the proposed Designated Village Center.
4. Steve needs to get the support of Richard Amore who takes the recommended area to the DHCD. His support is critical.

**DOWNTOWN DESIGNATION RENEWAL**

Thursday, 5/19 there was a meeting and site walk of the Village downtown area. Two areas that are being proposed by Revitalizing Waterbury as additions to the DDA are at either end of the current area - North Main St. at Butler Street in the area around the round-a-bout and South Main St. from Batchelder St to Healy Court. These proposed areas will need the support of the DHCD. Richard Holloway of DHCD was part of the 5/19 meeting. Additional information is in the 5/19 meeting notes from RW.

The renewal of the DDA is due by November 7, 2016, with a pre-appl. on August 1st. It is not necessary to include the expansion with this renewal but several businesses and property owners are pushing for the changes. This is important to them for the potential tax credits they could apply for.

The PC raised a concern with the timing of the DDA proposed expansion and the "future development" study being worked on by the PC. The study involves getting community input and may result in the same outcome as the direction RW is taking. However the PC feels the study they are working on needs to be done before agreeing to the RW proposal.

Next steps.

1. Develop a timeline to include public meeting/s and critical dates.

## **DISCUSSION OF FUTURE DEVELOPMENT STUDY FOR THE VILLAGE OF WATERBURY**

The Central Vermont Regional Planning Commission revised the mapping of the Land Use / Land Cover and a preliminary copy was handed out.

Comments:

1. Identify where corrections need to be made (ex. Meadowcrest Development)
2. Right-of-ways or paths - change to a dotted line
3. Add/update the new development, Blush Hill Meadows
4. Add/update the new development, Waterbury Commons
5. The parcels on Crossroads, behind the new hotel should be yellow (Alchemist)
6. The area between the 2 Pilgrim Park buildings should be parking or developed not green.
7. Identify the parcel north of Guptil Rd. as wetlands.
8. Identify some of the categories that won't change in a more contrasting color (cemeteries and government)
9. Make the roads and parking lots a light grey
10. Next mapping would include wildlife corridor mapping.

## **OTHER BUSINESS**

### **APPROVAL OF MINUTES**

The minutes of the meeting of April 25, 2016 were reviewed.

MOTION:

Mary Koen moved and Sarah McShane seconded the motion to approve the minutes of April 25, 2016, as amended.

VOTE: Passed unanimously.

## ZONING ADMINISTRATOR'S REPORT April 12 - May 23, 2016

Permit #	Applicant/Owner	Location/Project	Dated Submitted	Action
12-16T	Raymond, Penny & Therrien Bruce	Sweet Road Lot 5 (single family dwelling)	3/4/2016	DRB approved
14-16T	Murphy, Stuart	55 Stuart Lane (garage with storage, waiver request)	3/17/2016	DRB approved
16-16T	Black, Jonathan	74 Twin Peaks Road (shed, setback waiver request)	3/18/2016	DRB approved
17-16T	Weston, Raemon	1580 US Route 2 (single family dwelling in SFHA)	4/28/2016	Refer to 6/1 DRB
19-16T	Malloy, Deidre	End of Burt Lane (subdivision)	3/24/2016	DRB approved
20-16T	Ashley, James & Lori	2161 Waterbury-Stowe Road (addition)	3/29/2016	DRB approved
21-16T	Barrett Enterprises LLC	716 US Rt 2 (storage unit)	4/1/2016	DRB approved
22-16T	Martin, Steven & Dixie	483 Kneeland Flats (shed)	4/4/2016	DRB approved
23-16T	Danyew, Richard	782 Maple Street (single family dwelling)	4/4/2016	DRB approved
24-16T	Canton, Alice	112 Windlesrae Lane (Accessory Apartment)	4/8/2016	Issued
25-16T	Palermo Christopher & Terr	116 Keefe Lane (subdivision)	4/12/2016	Issued
26-16T	Hackers on Blake	437 Lonesome Trail (2 lot subdivision)	4/12/2016	In progress
27-16T	Alberghini John & Lini	342 Maple Street (subdivision)	4/14/2016	Refer to 5/18 DRB; withdrawn
28-16T	Dombrowski Robert & Hayw	103 Ripley Road (single family dwelling)	4/21/2016	DRB approved
29-16T	Tominack Dave & Bonnie	773 Maggies Way (deck addition)	4/25/2016	Refer to 6/1 DRB
30-16T	Torres Glen & Lisa	350 Blush Hill Road (shed)	4/29/2016	Issued
31-16T	Wallace Rosina	1903 Blush Hill Road (deck)	5/3/2016	In progress
32-16-T	LaPorte, Francois	627 East Wind Drive (garage)	5/10/2016	In progress
33-16-T	Sprague, Robert	250 Little River Road (deck)	5/17/2016	In progress
34-16-T	Richardson, Kelly	487 Shaw Mansion Road (deck)	5/18/2016	In progress

### VILLAGE ZONING PERMITS

04-16V	Patnoe Marvin	172 Lincoln Street (shed)	3/23/2016	Refer to 6/1 DRB
05-16V	Blush Hill Meadows Ten	33 Kimberley Lane (sign)	3/23/2016	Appealed to 6/1 DRB
06-16V	Village of Waterbury	546 River Road (bike park)	4/8/2016	DRB approved
07-16V	Van Esen Stephen	40 Foundry Street (change of use)	5/2/2016	Refer to 6/1 DRB
08-16V	Van Esen Stephen	40 Foundry Street (sign)	5/9/2016	In progress
09-16V	Aylward Sylvia	29 Stowe Street (expand use)	5/3/2016	Refer to 5/18 DRB
10-16V	Macchione Keith	73 Ashford Lane (deck)	5/4/2016	In progress
11-16-V	Ben and Jerry's Inc	1281 Waterbury-Stowe Road	5/10/2016	In progress

Other ZA business.

Continued work for Waterbury's inclusion into the FEMA's Community Rating System.

Maintain list of recommended zoning changes ready for 2016 re-write.

### ADJOURNMENT

The meeting was adjourned at 09:05 pm.

Respectfully submitted,

  
Patti Spence  
Secretary