

WATERBURY PLANNING COMMISSION
Unapproved Minutes
Monday, September 25, 2017

Planning Commission: Ken Belliveau, Chair; Becca Washburn; Mark Ray

Staff: Steve Lotspeich, Community Planner; Patti Spence, Secretary; Barb Farr, Waterbury Transportation Liaison.

Public: Alyssa Johnson, Economic Development Director; Natalie Sherman, Lefty Sayah,

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

AGENDA REVIEW AND MODIFICATIONS

We will not be reviewing the draft regulations tonight so that was removed from the agenda item regarding the zoning re-write.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

There were none.

REVIEW AND APPROVAL OF MINUTES

Motion:

Becca Washburn moved and Mark Ray seconded the motion to approve the Planning Commission minutes of Sep 11, 2017, as amended.

Vote: Passed 3 - 0

HAZARD MITIGATION PLAN UPDATE

The current Hazard Mitigation Plan was approved and adopted locally in 2012 and subsequently approved by FEMA in 2013. A draft of the new Plan is now available and was handed out for review. If there was a federally declared disaster covering Waterbury then the municipality would be eligible for relief funds for any projects that are identified in the Plan.

The following five high risk areas are targeted in the plan:

1. Hazardous material spills
2. Severe weather
3. Flash flooding
4. Winter storms
5. Dam release and dam safety

The following comments and questions were discussed:

1. The plan currently references the Village and/or the Town. There is a statement in the Plan that these entities will merge as the Town and this will cover the merger when it occurs.
2. The profile of each potential hazard identifies the likelihood and potential level of exposure.

3. Ken questioned the use of reference to “Smart Growth”, which may be too broad. He suggested “consider resource management protection in watershed areas”.
4. The mobile home section was reworded.
5. Page 51 – outreach and education strategies were reviewed and no changes were made.

MUNICIPAL PLANNING GRANT APPLICATION

The Municipal Planning Grant (MPG) application for the archival work associated with the Main St. Reconstruction project that was previously endorsed by the Planning Commission on August 28th was discussed. The Resolution for the grant application still needs to be signed by the Chair.

Motion:

Becca Washburn moved and Mark Ray seconded the motion to authorized Ken Belliveau to sign the Resolution for the Municipal Planning Grant application on behalf of the Planning Commission.

Vote: Passed 3 - 0

WATERBURY ZONING REGULATIONS – RE-WRITE SURVEY

Consultant, Brandy Saxton with Place Sense, sent an updated draft survey associated with the re-write. The following comments were made on the draft survey:

1. It is unrealistic to expect most people to understand the Zoning Districts spatially without presenting the Zoning Maps.
2. Take out the identified segment “Green Mt. Coffee” and make it “Cold Hollow Cider”.
3. The current draft of the survey is too long and is not conducive to participation by the average resident; it is more oriented to the developers and consultants.
4. The framework is good for use in a public forum or small group meetings.
5. Mark asked about using an on-site collection system such as clickers or an app for smart phones as an alternate or in addition to an on-line survey.
6. References to “subdivision” should be further identified as a “land split”
7. Overall the survey needs to be condensed and simplified.
8. The questions need to be numbered.

PUBLIC MEETING

The public meeting scheduled for October 11th at 7:00pm was discussed. Steve will provide a draft agenda along with the draft of a short Power Point presentation prior to the 11th. The following items should be covered in the agenda and presentation:

1. What is the scope of the re-write and why are we doing the project.
2. What are the PC's key areas of concern.
3. The presentation needs to include enlargements of representative areas of the current zoning district maps to illustrate key issues that the Planning Commission would like to get input on from the public.

OTHER BUSINESS

- The Zoning Administrator’s Report for August was handed out.

Steve suggested that the PC look at the Touchette's residential property at 110 S. Main St. identified in Permit #083-17 in reference to the zoning re-write. It is adjacent to industrially zoned property and a mapping change for the property may be appropriate.

- The VLCT Planning and Zoning Forum will be held on November 1st in S. Burlington. The Planning Commission members were invited to attend the workshop.
- The proposed Verizon North Hill Cell Tower application was denied and any appeal would be to the Vermont Supreme Court.

ADJOURNMENT

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Patti Spence
Secretary

Zoning Administrator's Report August 2017

Permit #	Applicant/Owner	Location/Project	Dated Submitted	Action
042-17	Aaron Flint Builders	11 North Main Street (remove barn & renovate)	5/8/2017	<i>On hold—Incomplete</i>
055-17	Bank Hill LLC	19 S. Main Street (change of use: office to day-spa)	6/7/2017	In progress—waiting on Village w/ww allocation
056-17	Melinda Pockoski	419 Maggies Way (residential garage)	6/8/2017	DRB approved (WR)
060-17	Louise Reed Living Trust	Bear Creek Lane (boundary line adjustment)	6/23/2017	Issued
063-17	Haupt Wendy	610 Ripley Road (subdivision)	7/5/2017	DRB approved (SD)
065-17	Boudreau Jon	1638 US Route 2 (single family home)	7/5/2017	DRB approved (FHA)
068-17	Austin Deborah	1387 Ripley Road (addition)	7/14/2017	DRB approved (WR)
069-17	Louise Reed Living Trust	Bear Creek Lane Lot 7 (single family dwelling)	7/17/2017	DRB approved (RHS)
070-17	Buckingham Tim, Decker Anne	228 Mansion Hollow Road (addition)	7/20/2017	Issued
071-17	179 Guptil Road LLC	179 Guptil Road (signs)	7/21/2017	Issued
072-17	Betts Leon	6058 Waterbury Stowe Road (fence)	7/26/2017	Issued
073-17	Blush Hill Trust/Lowe William	1214 Blush Hill (boundary line adjustment)	7/25/2017	Issued
074-17	Ogelby Matt & Monica	751 Kneeland Flats (mudroom & porch)	7/26/2017	Issued
075-17	Tarbox Brian & Lague Jennifer	404 Evergreen Woods (single family dwelling)	7/31/2017	Issued
076-17	Lamson Scott & Mary Ellen	1025 Maple Street (single family dwelling)	8/2/2017	Issued
077-17	Hedges William & Brenda	26 Henry Hough Road (accessory dwelling)	8/3/2017	Issued
078-17	Brown Duncan & Jane	244 Howard Ave (addition)	8/7/2017	Refer to 9/6 DRB (WR)
079-17	Luce Kathleen	21 Butler Street (deck)	8/11/2017	Issued
080-17	Hackerson Blake	437 Lonesome Trail (subdivision)	8/14/2017	Issued
081-17	Garland Robert	Farr Road Lot 2 (Garage apartment)	8/14/2017	Issued
082-17	Staley Carl	113 Thatcher Meadow Lane (deck)	8/15/2017	Issued
083-17	Touchette, Brian	110 South Main Street (garage)	8/17/2017	In progress
084-17	Connaway IV Elberon	496 Farr Road (single family dwelling)	8/29/2017	In progress
085-17	Brown Duncan F II	244 Howard Ave (Dormers)	8/31/2017	Issued

OTHER

Maintain list of recommended changes for 2016-2017 ZR re-write

Issue zoning compliance letters: 3 (July); 3 (August)