

WATERBURY PLANNING COMMISSION

Approved Minutes

Monday, January 8, 2018

Planning Commission: Ken Belliveau, Chair; Eric Gross, Mary Koen, Mark Ray

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

Consultant: Brandy Saxton, Place Sense

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

AGENDA REVIEW AND MODIFICATIONS

There is no Zoning Administrator's report for tonight.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

Mary Koen shared an article from the NY Times, "How, 'Not in my Backyard' Became 'Not in my Neighborhood'".

REVIEW AND APPROVAL OF MINUTES

Eric Gross moved and Mark Ray seconded the motion to approve the Planning Commission minutes of Dec. 18, 2017, as amended and corrected.

Vote: The motion passed 4 - 0.

WATERBURY ZONING REGULATIONS – RE-WRITE

Steve handed out the draft bylaws for the Overlay Zoning District Standards.

Currently Waterbury has a Downtown Design Review Overlay District that has two sub-districts: Historic/Commercial (includes a majority of the Waterbury Village Historic District) and Mixed-Use (mostly industrial and non-historic properties).

Brandy's idea is to create one district that includes the current Campus Overlay (State Office Complex) with a focus on design issues and not uses. Examples of development requiring review under the Design Review include installation of a new sign, construction of a new structure, additions to or demolition of existing structure, relocation of a structure, and major external modifications. Many maintenance activities such as painting a building would continue to be exempt from Design Review.

The following topics and Subsections were reviewed and need follow-up discussion:

- Regarding exemption of sign removal – are there instances or places where we would not want this to be exempt because removal of an historic sign embedded in a building would be a major change to the building.
- We should define the replacement of siding or roofing with "in-kind" Sub-section 3301.C(7)(b).
- Section 3301.E – The Site Design Standards need further review.
- Section 3301.F – The General Building Design Review Standards need further review.

- Section 3301.G – Design Standards for Non-Residential or Mixed-Use Buildings - 3301.G(3) (d) – the extension of canopies and awnings over the public sidewalk and right-of-way needs special consideration.
- Section 3301(H) – Exterior Modifications and Additions to Existing Non-Historic Buildings - 3301(H)(1)(c) Do we want to regulate storm windows and doors. Steve expressed a concern about being too stringent or having too many regulations here and cautioned against micro-managing a project.
- Section 3301.I – Exterior Modifications and Additions to Historic Buildings - Waterbury currently exempts one and two family dwellings.
- Section 3301.J – Demolition of Historic Buildings – 3301(J)(2) – It was questions why we should allow for any waivers under this provision.
- Section 3301.K – Waiver of Standards for Industrial or Public Buildings – This should be limited to just civic and municipal buildings to be consistent with the limitations in state statute and should not include industrial buildings.

OTHER BUSINESS

1. Steve distributed the Final Report with the results for the zoning re-write survey.
2. Copies of the Ridgeline, Hillside and, Steep Slopes Overlay standards that had been e-mailed were distributed.
3. The revised Flood Hazard Regulations were distributed.
4. Planner's Report – Steve will be emailing a Work Plan for the Planning Department for the upcoming year. This is an annual report that goes to the Select Board as well. Feedback is welcome.

ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,



Patti Spence
Secretary