

WATERBURY PLANNING COMMISSION

Approved Minutes

Monday, February 26, 2018

Planning Commission: Mary Koen, Acting Chair; Mark Ray

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

Public: Alyssa Johnson, Economic Development Director; Martha Staskus, Resident; Dave Lachtrupp, Gristmill Builders;

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

AGENDA REVIEW AND MODIFICATIONS

There were no changes.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

There were none.

REVIEW AND APPROVAL OF MINUTES

There was not a quorum present to vote on minutes.

WATERBURY ZONING REGULATIONS – RE-WRITE

The discussion of the zoning re-write was continued.

Section 4204, Parking

Parking in the downtown area was discussed since there is a lack or absence of on-site parking for many parcels. Some parcels in the Downtown District do have available on-site parking. Steve commented that it is problematic to have no minimum off-street parking requirement in this District because of the winter parking ban on the use of on-street parking spaces and those in the municipal lots at night. Steve suggested that he review the residential parking guidelines with Brandy.

Currently the elected officials give approval for the use of public parking to fulfill all or part of the parking requirement for a proposed development. Steve commented that it would be better to have this role delegated to the Development Review Board.

The current draft states that if you are going to have off site or shared parking there has to be a pedestrian facility connecting that that parking area to the site being developed (see section 3). This could be problematic outside of the Village of Waterbury where there typically are no pedestrian facilities such as a sidewalk available.

Section 4204C - Amount of Parking was discussed relative to the determination of the minimum number of spaces required for a given development. If the applicant is requesting a lower number of parking spaces then a “formal parking study” is required.

Section 4204D - Shared Parking, was discussed. The draft requires a written agreement for the use of private off-site parking with a minimum 20-year commitment. This seems to be a very long time and could be handled with a shorter term and provision that a new agreement is required in the event that the off-site parking is no longer available. The use of formulas for shared parking between two proposed uses was discussed. The concept is that two uses that occur on a site at different times of the day such as business professional offices (primarily daytime use) and residential use (primarily evening and night-time use) can share a certain percent of the on-site parking.

Section 4204E - Location Standards, was discussed. For certain commercial zoning districts, this section requires that parking and loading areas be located in the side or rear yard areas. Existing parking areas in front yard are required to be phased out over time as re-development of sites are reviewed and permitted.

Section 4204F - Dimensional Standards, was discussed. The minimum size of a parking space has not changed however the draft has more detail on other dimensional standards for the layout of parking areas which are a good idea.

Section 4205 - Performance Standards

The various performance standards were discussed. Mary was concerned that the noise standard was very general and did not list specific decibel levels. Steve explained that this is not a complete noise ordinance but gives the DRB guidance in reviewing these criteria. The noise impacts of particular developments would be reviewed on a case by case basis and the DRB would have to react to specific noise decibel limits proposed by an applicant.

Chapter 4 – Development Standards

Steve provided these comments on the following Sections:

4002 A – Wording needs to be more specific regarding the requirement in state statute that all lots have legal access from a publicly owned road. Having access “from a maintained road” as stated in the draft is too vague.

4402 D – The width of the curb cut needs to be clear that it doesn't apply to curb cut access on State roads. It should state “except State roads...”. Steve will have the Public Works Director review this draft language.

4002 G – this Section addresses development on Class 4 town roads. The way the draft is written that Class 4 roads “cannot be used for access” is too restrictive. Language could be rewritten to put the burden on homeowners or developers to upgrade a Class 4 road but not necessarily bring it up to class 3 Town Road standards that can be very expensive and difficult to meet under some circumstances. We could also consider having minimum private road standards. Our Public Works Director should review this Section as well.

4003 B - Camping as an Accessory Use. This Section needs to be reviewed and have more restrictions regarding the number of camping units allowed on a lot.

4004 - Construction-related structures and activities: Steve explained that it is important to have all temporary structures such as construction contractor trailers and staging areas permitted in association with a larger development project. No changes to this Section were recommended at this time.

4005 – Demolition; This section should reference the demolition requirements in the current design review bylaws. It was reiterated that the Planning Commission wants to have the demolition language in the Design Review bylaws apply to all historic structures that are in all of our state and national Historic Districts and all individually listed historic structures.

4006 – Driveways

4006A – Applicability: This needs to be coordinated with the town and village’s E-911 ordinance. That ordinance requires that all shared driveways serving three or more houses or commercial buildings be a named private road.

(3) D. Lachtrupp suggested that the “drainage” section be dealt with at the state level, at least for private driveways. Rules for a private road, in most cases, are covered under State erosion control and stormwater management permits.

(4) Pull offs – applies for vehicles to pass each other

(5) Turnarounds are for emergency vehicle. This language should be reviewed by the town Fire Chief.

Regarding figure 4-01, D. Lachtrupp recommended having the maximum grade for all driveways be an average of 15% and a maximum grade of 18%. A 10% or 12% average is unrealistic for the terrain in many areas of Waterbury. He also recommended that the reference to a minimum average for 100’ sections be eliminated and have the averages apply to the entire length of the driveways. He recommended having all driveways be either 10 or 12’ wide based on the maximum length of 300’ or 450’. A third category of driveways over 450’ in length may need to be added. This figure should also be reviewed by the town Fire Chief.

4007 Drive-Through Facilities

Take out #7 re: menu boards since the current definition of restaurant does not allow drive-through facilities.

4008 C Cooking and Sanitation Facilities

Comment: How are we going to inspect for these criteria?

4008 F –The * reference needs to be added.

4009 – Energy Generation Facilities

These would apply to facilities that are off the grid and therefore not exempt from the requirement to obtain a zoning permit. This needs to be made more clear.

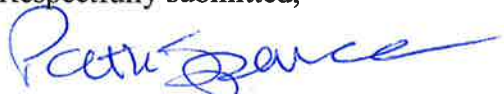
4014 – Riparian Buffers

This section needs to be reviewed with Brandy before the next meeting to get her input on the relationship between this proposed Section and the state permit requirements for riparian buffers. This proposal seems insistent with typical state requirements such as not allowing new incursions into protected buffers. The bylaw needs to be added that references the exemption from the zoning requirements if there is a state permit for the same buffers.

ADJOURNMENT

The meeting was adjourned at 08:35pm.

Respectfully submitted,



Patti Spence
Secretary