

WATERBURY PLANNING COMMISSION

Approved Minutes

Monday, July 23, 2018

Planning Commission: Ken Belliveau, Chair; Mary Koen, Martha Staskus, Eric Gross

Staff: Steve Lotspeich, Community Planner

Public: Alyssa Johnson, Economic Development Director, Dave Lachtrupp

The Chair opened the meeting at 7:09 p.m. at the Municipal Center at 28 N. Main Street

AGENDA REVIEW AND MODIFICATIONS

No changes were requested.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

Alyssa Johnson announced that the Edward Farrar Utility Commission just had their initial meeting and mentioned consulting with the Planning Commission about downtown parking and development.

REVIEW AND APPROVE MINUTES

Mary Koen moved and Eric Gross seconded the motion to approve the minutes of June 25, 2018, as amended.

VOTE

The motion passed 4 - 0.

Mary Koen moved and Eric Gross seconded the motion to approve the minutes of July 9, 2018, as amended.

VOTE

The motion passed 4 - 0.

DISCUSS MUNICIPAL PLAN UPDATE INCLUDING THE DRAFT ENERGY PLAN AND ENERGY CHAPTER

The future development study for Waterbury village that was done last year and how it impacts the zoning re-write and the update of the Municipal Plan was discussed.

The draft of the text for the website announcement was discussed and edited. The announcement will have links to the .pdf files for the text and maps for the draft Municipal Plan.

The comments from the Conservation Commission regarding the Natural Resources and Land Use chapters were discussed. The map of the Shutesville Wildlife Corridor that was developed by Jens Hilke with the state Dept. of Fish and Wildlife and members of the Conservation Commission was also discussed. The Conservation Commission would like to have this map included in the next draft of the Municipal Plan update. Questions were raised about how the

data for the proposed map was collected and sourced. There was also concern raised about the forest block and wildlife connectivity mapping in BioFinder being very generalized. One advantage of the Conservation Commission's proposed map is that at least some of the areas shown in the Shutesville wildlife corridor have been reviewed, verified and adjusted in the field. Ken suggested that we could have an action item added to the Actions at the end Natural Resources chapter that more detailed mapping be developed for the Shutesville Wildlife Corridor and other areas of the town. That way the mapping process would be public. A consultant could be hired as well to assist the Conservation Commission and Planning Commission with the project. The map prepared by Jens Hilke and the Conservation Commission could be incorporated into that mapping process.

The comment from Allan Thompson regarding the use of the word un-fragmented was discussed. It was suggested that the phrase "minimize forest fragmentation" could be used instead of un-fragmented in some cases. It was agreed to encourage members of the Conservation Commission to come to the hearing on August 13th to discuss the mapping for the Shutesville wildlife corridor and their other comments and concerns.

The public hearing on August 13th was discussed. The main areas of the presentation will be:

1. The fact that the Municipal Plan is due for a re-write and update before it expires in December of this year.
2. Two new statutory requirements: addressing energy planning and forest fragmentation, and
3. Updates to changes to the municipal structure for Waterbury.

It will be important to note that most of the data and statistics in the Plan are not being updated. Steve offered to give a 15-20 minute presentation highlighting these general areas. Then the members of the public will be asked to provide testimony and comments and have the opportunity to ask any questions about the draft.

The deadline for providing written comments after the hearing on August 13th was discussed. At the hearing the Planning Commission can decide what the deadline will be for providing additional written comments. That date could be the end of the week of August 13th. The deadline for written comments will also be advertised on the municipal website.

DISCUSS SCHEDULE FOR RESUMING WORK ON THE ZONING RE-WRITE

The zoning re-write was discussed in the context of the Municipal Plan update. The sense of the Planning Commission was that they will not have time or capacity to work on the zoning re-write this fall. In the past the Select Board has asked for assistance from the Planning Commission with further revisions to the Municipal Plan once it is in Select Board's review and public hearing process.

OTHER BUSINESS

The Zoning Administrator's Reports were discussed. The plans for Keurig Dr. Pepper were discussed including the addition of a cafeteria and gym at their plant and offices in Pilgrim Industrial Park.

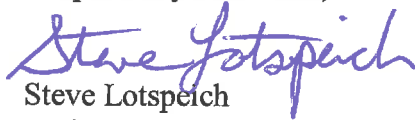
NEXT MEETING

August 13, 2018: Public hearing on Draft #1 of the Municipal Plan update, including the draft Energy Plan.

ADJOURNMENT

The meeting was adjourned at 09:00 p.m.

Respectfully submitted,



Steve Lotspeich
Acting Secretary

Zoning Administrator's Report April 2018

Permit #	Applicant/Owner	Location/Project	Dated Submitted	Action
030-18	Curtis Todd	416 Henry Hough Rd (single family dwelling)	4/2/2018	Refer to 5/2/18 DRB (SP)
031-18	Bryan Pam & Tuft Mark & Connie	280 Valley View Rd (kitchen & bathroom expansion)	4/3/2018	In progress.
032-18	Grenier Enterprises LLC	155 Demeritt Place (ramp)	4/5/2018	In progress.
033-18	Tauscher David	157 South Main Street (certificate of completion)	4/9/2018	Issued
034-18	Nelson, Jamie & Maria	117 Sunset Drive (boundary line adjustment)	4/12/2018	In progress.
035-18	Bingham Jonathan	1111 Woodfarm Road (accessory dwelling)	4/13/2018	Refer to 6/20 DRB (RHS)
036-18	Bingham Jonathan	1111 Woodfarm Road (single family dwelling)	4/13/2018	Refer to 6/20 DRB (RHS)
037-18	Dillon Beverly	22 Wallace Street (extension of porch roof)	4/17/2018	In progress.
038-18	Laporte Francois & Lorraine Healey	627 East Wind Drive (remove mobile home, construct single-family dwelling)	4/17/2018	In progress.
039-18	179 Guptil Road LLC	179 Guptil Road (expand parking)	4/17/2018	Refer to 5/16/18 DRB (SP)
040-18	Perron Michelle, Percy James	3 Linda's Way (accessory apartment)	4/17/2018	In progress.
041-18	Ivy Ventures Inc.	2933 Waterbury-Stowe Road (sign)	4/23/2018	In progress.
042-18	Begin Kelly & Williams Daryl	145 Palermo Lane (single family dwelling)	4/24/2018	In progress.
043-18	Laundon Sage	290 Barnes Hill Road (porch, mudroom, dormers)	4/26/2018	In progress.

OTHER

Issue zoning compliance letters:

Zoning Administrator's Report May 2018

Permit #	Applicant/Owner	Location/Project	Dated Submitted	Action
044-18	Mongillo Paul	1580 US Route 2 (deck)	5/3/2018	Issued.
045-18	Eaton Chris	14 Butler Street (deck)	5/8/2018	In progress.
046-18	Hartt Darla Ripley	1237 Ripley Road (deck)	5/8/2018	Refer to 6/6/18 DRB (WR)
047-18	Titus Max & Ashley & James & Judith	391 Evergreen Woods (single family dwelling)	5/9/2018	In progress.
048-18	Foregger Russell (Revocable Trust)	454 1/2 Barnes Hill Road (camp)	5/11/2018	Incomplete.
049-18	Duquette Donald	1174 Loomis Hill Road (porch)	5/15/2018	In progress.
050-18	Wilbur Rich & Crosby Kim	151 South Main Street (porch)	5/15/2018	In progress.
051-18	Wright Jessica	22 North Main Street (sign)	5/15/2018	In progress.
052-18	Reen Thomas J	87 West Harvey Farm Road (shed)	5/16/2018	In progress.
053-18	Michael's Land LLC	15 Tayer Lane (building addition)	5/18/2018	In progress.
054-18	Gentile Doug & Kennedy Barbara	Lot 8 Bear Creek Lane (single family dwelling)	5/21/2018	Refer to 6/20 DRB (RHS)
055-18	Collins Casey	454 Twin Peaks Road (pole barn)	5/21/2018	Refer to 6/20 DRB (WR)
056-18	Brunell Ted	12 Lincoln Street (shed)	5/24/2018	In progress.
057-18	Gold David & Tanya	140 Palermo Lane (single family dwelling)	5/24/2018	In progress.
058-18	Hedenberg Carol	92 Stowe Street (renovate attic space)	5/25/2018	Refer to 7/11 DRB (SP)
059-18	Boudreau Jon & Linday	1079 Loomis Hill Road (shed)	5/29/2018	In progress.
060-18	Hill Jeremy	178 Little River Road (entrance)	5/30/2018	In progress.
061-18	Grace Robert & Kathryn	136 South Main Street (2 apt dwelling)	5/31/2018	In progress.

OTHER

Issue zoning compliance letters:

Zoning Administrator's Report June 2018

Permit #	Applicant/Owner	Location/Project	Dated Submitted	Action
062-18	Vermont Public Power Supply Authority	5195 Waterbury-Stowe Road (sign)	6/6/2018	In progress.
063-18	Tepper Brian & Grace	862 Sweet Road (addition)	6/8/2018	Issued.
064-18	Baker Joel & Michelle	1930 Waterbury Stowe Road (expand use)	6/12/2018	Refer to 7/11 DRB (SP-CU)
065-18	Waterbury Masonic Building Assoc	23 Stowe Street (ramp)	6/13/2018	In progress.
066-18	HUUSD	47 Stowe Street (carport attached to garage)	6/14/2018	In progress.
067-18	Newman David	235 Wildflower Lane (shed)	6/22/2018	In progress.
068-18	Noel Rosemary Ann	160 Shaw Heights (shed)	6/29/2018	In progress.
069-18	Henzel Stephen M & Lajoie Jennifer	18 Meadow Crest Lane (accessory apartment)	6/29/2018	Incomplete.

OTHER

Issue zoning compliance letters: