

# **WATERBURY PLANNING COMMISSION**

## **Approved Minutes**

**Monday, March 11, 2019**

Planning Commission: Ken Belliveau, Chair; Mary Koen, Eric Gross, Martha Staskus, Katya d'Angelo

Staff: Steve Lotspeich, Community Planner

Alyssa Johnson, Economic Development Director

Public:

Larry & Caroline Morgan; Filomena Siner; Dan Roscioli; Rich Hayes; Kathi Grace; Dave Lachtrupp; Nick Waringa, Conservation Commission member

The Chair, Ken Belliveau, opened the meeting at 7:04 p.m. in the Steele Room in the Municipal Center at 28 S. Main Street. He welcomed Katya d-Angelo to the Planning Commission as a new member.

### **AGENDA REVIEW AND MODIFICATIONS**

No modifications were made to the agenda.

### **ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC**

There were no announcements or comments from the general public.

### **APPROVAL OF MINUTES**

Mary Koen moved and Eric Gross seconded the motion to approve the minutes of February 11, 2019 as amended.

Vote: Motion passed 4 – 0 with one abstention.

### **DISCUSS INITIAL DRAFT OF THE UNIFIED DEVELOPMENT REGULATIONS**

A discussion was held on the Unified Development Bylaws with a focus on Chapter 3, Zoning Districts, Section 3.2, Base Zoning Districts. The discussion focused primarily on the proposed Downtown zoning district. Steve Lotspeich handed out an inventory that includes five parcels in the downtown area with the existing commercial uses and the square footages dedicated to those uses.

1. The issue of square footage limits for certain uses was discussed. Steve said that in situations where there are multiple businesses in a building, the total square footage for one use is typically utilized by staff to determine if a square footage limit is reached. Under the current Zoning Regulations these limits typically relate to whether an application is referred to the Development Review Board for just site plan review or both site plan and conditional use review. Sometimes uses such as a micro-brewery are accessory to another primary use such a restaurant. This was the case with the Prohibition Pig when it was permitted with the micro-brewery. Ken advocated for setting square footage limits for each business that is reviewed and permitted rather than

combining all the businesses on one parcel that are the same use. The “industrial” use was discussed and whether that use is compatible with the other existing and allowed uses in proposed Downtown district. Steve recommended using 5,000 sq. ft. rather than 2,000 sq. ft. for the threshold for permitted vs. conditional use review. Another option is to make all commercial uses subject to a square footage level for permitted vs. conditional use review rather than only some selected uses. Steve will do an inventory of the existing downtown uses to back up his recommendations in the draft of this section on the Downtown district that he will produce for the next meeting.

2. It was suggested that some uses such as restaurant and bar should be combined to simplify the list of uses. Steve offered to come up with recommendations for combining some of the uses and simplifying the list.
3. Steve recommended moving the light industry, food or beverage manufacturing, and passenger transportation services uses to conditional uses on page 3-7.
4. The issue of whether hotels and motels should be allowed in the downtown was discussed again. It was agreed that those uses should be moved to the conditional use list. The bed and breakfast, and rooming house uses should be added in the Downtown district. Short-term rentals should be allowed as well.

Filomena Siner provided comments on the Morgan property that is on the west side of Route 100 just north of the intersection of Guptil Rd. and Route 100. The current use is a single family residence on a three-acre lot. The lot is currently in the Route 100 zoning district. There are commercial uses in the area including some on lots less than five acres which is the minimum lot size for commercial uses in that district. The people that are interested in purchasing the Morgan property do not want to use it for residential use but would use it for a commercial use. Ken commented that the process of the zoning re-write is a long and the outcome of that process is unknown at this point. Dan Roscioli, who lives at 1474 Waterbury-Stowe Rd., echoed Filomena’s comments stating that his property should also be located in a commercial zoning district such as Tourism Business. His property is also currently in the Route 100 zoning district directly across from Ben & Jerry’s. One of the goals of the proposed zoning district layout is to try to prevent a commercial strip from extending all the way up Route 100.

David Lachtrupp has comments on the Rural district that he will submit to Steve so they can be forwarded to the Planning Commission at the appropriate time.

Kathi Grace commented about the proposed Mixed Use district. She stated that the density for residential use in that proposed district is much too high. This is especially true for properties that are located in the 100-year floodplain such as property on S. Main St. She questioned how a density of 20 units per acre can be justified in Waterbury village, especially for parcels in the 100-year floodplain. The availability of public water and wastewater is a major consideration in determining an appropriate level of allowed density in a given zoning district. Kathi also addressed the proposed density for the former Flatow property that is on Route 100 in Waterbury Center and is in the proposed Tourism Business district. She commented that in her opinion the proposed allowed density for housing in that district is considerably lower than it should be.

**DISCUSS INTERIM SIGN BYLAWS AS THEY RELATE TO BUSINESS  
PROMOTIONAL SIGNAGE DURING THE MAIN ST. RECONSTRUCTION PROJECT**

A draft interim sign bylaw was distributed. This is for temporary banners during the Main St. reconstruction period. Steve presented the details of the draft.

Ken suggested the following language be added: "Any banners displayed under these bylaws shall be maintained in good condition without any torn fabric."

Ken suggested that the Planning Commission should make a recommendation that the draft be forwarded to the Select Board. The question was asked if the design guidelines would allow business logos to be included on the banners. It was agreed that logos should be allowed. The Planning Commission would like to look at the draft of the Revitalizing Waterbury (RW) design guidelines that will be an attachment to the draft interim bylaws, before they make the recommendation. The goal is for Alyssa Johnson to bring a complete draft of the RW design guidelines to the next Planning Commission meeting for review.

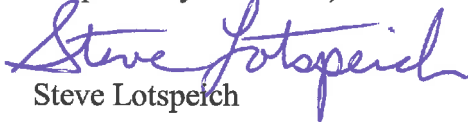
**OTHER BUSINESS**

The Zoning Administrator's report for February was distributed and discussed. A new permit tracking software is being used and therefore the reports are in a new format. It was agreed that the meaning of the initials for the status of the permit review needs to be added to the key at the bottom of the report. Otherwise the format and detail on the projects was appreciated.

**ADJOURNMENT**

The meeting was adjourned at 9:10 pm.

Respectfully submitted,



Steve Lotsperch  
Acting Secretary

## ZA Report Feb. 2019

Permit #	Owner / Applicant	Street	Project Description	Appn-Date	Status	DRB
117-18	Parks Tim	1 Lincoln Street	Add an accessory dwelling unit.	10/19/18	P	EFUD water/ sewer allocation.
123-18	Ayers Family Legacy LLC	18 Elm Street	Change of use: add three dwelling units and an espresso shop	11/5/18	R	SP/CU/SFHA 12/5/18, 1/9, 4/17/19... P
125-18	Schindler Development Corporation	Bear Creek Lane	4-lot SD residential lots.	11/16/18	R	SD/RHS 12/5/18, 1/16/19: G
130-18	Montgomery Greg & Haviland Kaziah	Maggies Way	Single family dwelling, detached garage with ADU in setback.	11/26/18	R	WR 1/16/19: G
131-18	Tautfest Noah	Maggies Way	Single-family dwelling, detached garage with accessory dwelling within the setback.	11/28/18	R	WR 1/9, 1/16/19: G
133-18	Furst Management Ventures LLC	14 S. Main Street	Commerical parking and 2nd ground sign.	12/10/18	R	SP/CU/DDR 1/9/19: G
134-18	Furst Management Ventures LLC	14 S. Main Street	Signs.	12/10/18	G	
135-18	Aaron Flint Builders Stephen T. Van Esen	11 North Main Street 26-28 Stowe St.	Boundary-line adjustment, remove and rebuild historic building, construct new building, multi-family, office, retail use.	12/10/18	R	BLA/SP/CU/DDR 1/16, 2/6/19: G
137-18	Curtis Christopher & Swenson Tari	657 Ruby Raymond Road	Boundary-line adjustment and 2-lot subdivision.	12/28/18	G	
001-19	HAYDEN BARILE JOHN ZACH BARILE	35 MOOSE RUN LN	New single-family dwelling and detached garage. Minor RHS.	1/3/19	R	RHS 2/6/19: G
002-19	MARC GEORGE PALMER REVOCABLE TRUST MARC & HEATHER PALMER	Lot E WOOD FARM RD	Single-family dwelling, minor RHS, setback waiver request.	1/7/19	R	RHS/WR 2/6, 3/20/19... P
003-19	GARY & LINDA GUILMETTE	26 LOOMIS HILL RD	Expand single-family dwelling and attached garage in setback.	1/7/19	R	WR 2/6/19: G
004-19	BRADLEY HODGDON	105 STOWE ST	Residential shed.	1/17/19	G	
005-19	FURST MANAGEMENT VENTURES LLC BRIAN LEVEN	14 SOUTH MAIN ST	Remove drive-through addition, remodel façade.	1/21/19	R	SP/DDR/CU 2/20/19: G
006-19	VTRE 26 UNION LLC NICK LIZOTTE	26 UNION ST	Convert residential care home to multi-family.	1/21/19	R	SP/CU 2/20, 3/6/19... P
007-19	BEN & JERRY'S HOMEMADE INC	1281 WATERBURY-STOWE RD	Change the use and renovate an existing accessory structure for employee training conference center.	1/29/19	R	SP/CU 3/6/19
008-19	MIKE DAMIANO RUDY POLWIN ARCHITECTS	45 HIGH BIRCHES RD	Residential deck with roof.	2/4/19	G	
009-19	DUNVEGAN ASSOCIATES LLC SONYA GARON	55 SOUTH MAIN ST	Change of use to hair salon (BGB) in mixed-use building.	2/5/19	R	SP 3/6, 3/20/19
010-19	MARTHA STASKUS	510 RING RD	Detached garage with accessory dwelling unit.	2/12/19	P	
011-19	DOUG GREASON & PEGEEN MULHERN	1516 BLUSH HILL RD	Single-family dwelling with attached garage.	2/13/19	P	
012-19	CHARLES AND JOHN MAGNUS CHARLES MAGNUS	217 HENRY HOUGH RD	BLA or 3-lot SD. (On hold, Applicant revising.)	2/14/19	P	
013-19	JENNIFER CAMPBELL	231 MTN VIEW DR	Dwelling addition in the setback.	2/15/19	R	WR 3/20/19
014-19	DONALD KEITH RENECLÉ	14 STOWEBURY RD	Establish multi-family (3 units).	2/15/19	R	SP/CU 3/20/19
015-19	BANK HILL LLC DAVID NELSON	19 SOUTH MAIN ST	Enclose front entrance and extend dining deck.	2/15/19	P	
016-19	WINTER WOODS AARON FLINT BUILDERS	GUPTIL RD	6-lot SD (5 residential lots).	2/15/19	R	SD 3/20/19