

# **WATERBURY PLANNING COMMISSION**

## **Approved Minutes**

**Monday, March 25, 2019**

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

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

Public:

Alyssa Johnson, Economic Development Director; Lefty Sayah, EFUD Commissioner; Nick Waringa, Conservation Commission member

The Chair opened the meeting at 7:05 p.m. in the Steele Room in the Municipal Center at 28 S. Main Street.

### **AGENDA REVIEW AND MODIFICATIONS**

Martha Staskus raised the issue of the parking at the Zen Barn, with particular concern about and the lack of safety with vehicles parked along Guptil Rd.

Ken Belliveau had an item to add during other business.

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

There were no announcements or comments from the general public.

### **APPROVAL OF MINUTES**

Mary Koen moved and Katya d'Angelo seconded the motion to approve the minutes of March 11, 2019 as amended.

Vote: Motion passed 5 – 0

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

The discussion was continued of the initial draft of the Unified Development Bylaws with a focus on Chapter 3, Zoning Districts, Section 3.2, Base Zoning Districts, with a focus on the proposed Downtown and Mixed Use Zoning Districts.

Steve provided a detailed inventory generated from the Town listers cards of non-residential properties on North and South Main St. And the immediately adjacent streets. The inventory identifies the use categories and square footage in each category for each property. It is listed by property owner that is often not the business or other entity occupying the building. A separate column of notes includes a description of the various types of medical offices and clinics since there is a significant variation in the different types of facilities under that one group of uses.

Mary pointed out the the Sunflower Salon and Boutique located at 2 N Main St. is retail and personal service (beauty salon), not just retail as noted in the inventory. Steve will add the salon use to the inventory.

The Reservoir has an apartment located on the 3<sup>rd</sup> floor of the building that needs to be added.

55 S. Main Street includes H & R Block, a small apartment and a newly approved Hair Salon. Mary requested some corrections to the square footage at this location.

There was a discussion of site plan and conditional reviews, the administrative process, and the review criteria. A question was asked regarding what kinds of conditions have been imposed as part of conditional use approvals? These include aspects such as:

- Hours of operation
- Noise generated from the business
- Traffic and impact on nearby intersections
- Provision of municipal services

Is it the specific use or is it size that we are most concerned with?

Mary questioned whether we should/could be more stringent on site plan review so that there are not as many conditional uses. Martha pointed out that our current Zoning Regulations have site plan review criteria that are more detailed than the criteria in the new draft regulations.

Ken suggested that all development requiring DRB review should go through conditional use review and not site plan review.

Mary suggested that all light industrial and restaurant uses should be conditional uses and not just permitted uses.

Steve will work on reducing the number of uses prior to the next meeting. Reducing the number of uses may help reduce the number of changes in use that need to go to a DRB hearing by having some changes of use being within the same more generalized use. He will draft a list of the current and proposed uses side by side and will recommend how we can combine and simplify the list of uses. Also a revised list of permitted and conditional uses will be generated. Steve will distribute prior to the next meeting.

Mary suggested that short-term rentals be allowed only in owner occupied buildings and/or a full-time tenant occupied space. It was agreed to discuss short-term rentals at an upcoming meeting in more detail and get some examples of how other communities are regulating these uses.

#### **OTHER BUSINESS**

Steve discussed the work of the Floodplain Management Working Group including our membership in the FEMA Community Rating System (CRS). There is a meeting of the working Group scheduled for 3/26/19. A public outreach presentation was held recently with realtors and municipal personnel. Clare Rock with the Central Vermont Regional Planning Commission has developed a "meeting in a box" that local floodplain managers can use as part of public outreach to contractors, homeowners, and the general public.

The Waterbury Dam has gone through a relicensing process and improvements are being made to the boat ramps near the dam and at the end of Blush Hill Rd.

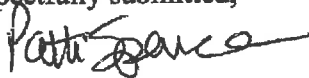
The 2018 Municipal Plan has been distributed to CVRPC for review at the regional level. The municipal plan and the associated energy plan will be reviewed again by CVRPC staff and CVRPC's Municipal Plan Review Committee before it goes to the full Commission for review and approval.

Ken announced that he is being given a Career Achievement Award by the Vermont Planners association at 4pm on April 11<sup>th</sup> in the Cedar Creek room at the Statehouse. All are invited to attend.

#### **ADJOURNMENT**

The meeting was adjourned at 9:05 pm.

Respectfully submitted,



Patti Spence  
Secretary