

WATERBURY PLANNING COMMISSION

Approved Minutes

Monday, May 20, 2019

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

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

Alyssa Johnson, Economic Development Director

The Chair opened the meeting at 7:00 p.m. in the SAL Room in the library in the Municipal Center located at 28 S. Main Street.

AGENDA REVIEW AND MODIFICATIONS

There were no modifications to the agenda.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

Mary Koen asked about the porch renovations going on at the former Arvad's location.

There is a request to list the Planning Commission meeting dates in the community calendar of the Waterbury Record. Steve sends the Planning Commission agendas to the Waterbury Record but that is not in time to have the dates published. Steve will follow up with the Waterbury Record to establish a system so they can publish the dates in advance of the meetings.

INTERIM SIGN BYLAW AMENDMENTS

At 7:05 pm the Planning Commission members attended the Select Board public hearing on the draft Interim Sign Bylaw Amendments.

At 7:40 the Planning Commission meeting reconvened in the SAL Room in the library.

REVIEW OF MINUTES

Mary Koen moved and Katya D'Angelo seconded the motion to approve the minutes of May 6, 2019 as amended.

Vote: Approved 5 - 0

REVIEW THE GOALS AND TIME LINE FOR THE UNIFIED DEVELOPMENT BYLAWS

Steve distributed the DRAFT document *Purpose, Overarching Goals, and Specific Objectives for the Draft Unified Development Bylaws*. Martha Staskus provided a "tracked changes" version with her recommended edits. The following additional changes were recommended:

- Referencing #3, add PUD's after multi-family and #10 for 'commercial and residential' PUD's.
- Consider strategic areas for growth and commercial development.

These suggestions will be incorporated in to this document and a revised draft will be distributed before the next Planning Commission meeting to use as a resource document.

DISCUSS THE INITIAL DRAFT OF THE UNIFIED DEVELOPMENT BYLAWS

Steve sent a message to Susan Senning, a staff attorney with the Vermont League of Cities and Towns (VLCT) regarding the issue of whether 'group homes' can only be located in zoning districts where single-family dwellings are allowed or must they be allowed in all zoning districts. He is waiting for a response and will forward it to the Planning Commission when Susan replies with her opinion.

He also looked at the state licensing requirements for nursing homes. These licensing regulations don't specify assisted living as part of the nursing home licensing requirements. Steve will do additional research on separate state licensing requirements for assisted living facilities.

The special use standards for multi-family dwellings were discussed extensively. It was agreed to move bicycle storage/parking to site plan review under the parking regulations. It was agreed to pull other site standards from Sub-section 4.2 and move them to the general site plan review criteria.

Mary suggested that 4.2.2 A through D be removed. The requirements for storage space for residents were discussed. New development would be required to show where the storage was going to be located. It was agreed to include criteria for storage and consider different standards for the renovation of existing multi-family buildings versus new construction.

Steve suggested that before addressing specific uses we review site plan that apply to all uses. It was agreed to come up with a review process that will work for all the Planning Commission members and will move us forward through the draft bylaws more quickly.

Martha suggested going through all the uses in the draft Use and Dimensional Table and agree which ones should be deleted, merged together, or retained as drafted. Once there is agreement on the table of uses, then we can review the site specific use standards. It was agreed to move forward with this approach.

Minutes should reflect the changes agreed to at each meeting. Steve will also send out a tracked change version of the draft before each meeting that shows the changes agreed to.

For the next meeting come prepared to discuss the first column on each page of the use table.

OTHER BUSINESS:

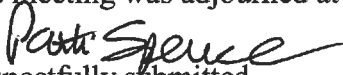
1. Steve distributed a Planning Commission contact list and changes were suggested, which Steve will make.
2. Community Center Feasibility Study: There were three submittals from architectural firms and a committee is being formed to evaluate the proposals. The current project partners include the Waterbury Area Senior Center, the municipal recreation program, and the Children's Room currently located at the Thatcher Brook Primary School.
3. Farrar's Addition is being considered for the creation of an additional historic district. This area in Waterbury village is north of the roundabout and includes North Main St.

and the side streets such as Butler St. Three proposals were received from consultants to do the survey of the proposed historic district and will be evaluated by a committee including municipal staff and members of the Waterbury Historical Society.

4. The Municipal Plan and our local planning process were approved by the Central Vermont Regional Planning Commission (CVRPC) on May 14th. The Waterbury Energy Plan requires another public hearing because the warning was not posted on the CVRPC website as required in state statute. This public hearing will be to consider the issuance of a determination of energy compliance under state statute for the Waterbury Energy Plan.
5. The Town of Middlesex draft Municipal Plan was circulated. The Middlesex Planning Commission is holding a public hearing on the draft plan on June 19th at 7:00pm in the Middlesex Town Hall.

ADJOURNMENT

The meeting was adjourned at 9:15pm.


Respectfully submitted,