

WATERBURY PLANNING COMMISSION
Approved Minutes
Monday, January 6, 2020

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

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

Public: Alyssa Johnson, Economic Development Director; Filomena Siner; Judy Foregger; Dave Lachtrupp; Dan Roscioli

The Chair opened the meeting at 7:06 p.m. in the Steele Community Room 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

The meeting was recorded by the Waterbury Record.

REVIEW OF MINUTES

MOTION:

Katya D'Angelo moved and Eric Gross seconded the motion to approve the minutes of December 9, 2019 as drafted.

Vote: The motion was approved 4 – 0.

DISCUSS THE DRAFT HISTORIC OVERLAY DISTRICT BYLAW AMENDMENTS

The Waterbury Select Board met on December 16th, 2019 and the draft bylaws were presented. Eric Gross and Mary Koen attended on behalf of the Planning Commission along with Steve Lotspeich. Mary reported that the Select Board was generally supportive. A Select Board member asked if these proposed changes would limit the development of housing. The response was that the bylaws shouldn't limit housing development. Examples of the rehabilitation of historic buildings for affordable and market rate housing were discussed.

Holding a public hearing on the proposed bylaw amendments was discussed, as a forum to discuss the bylaws and initiate the review and approval process. It was agreed that all the owners of the properties in the six existing historic districts and the individually listed properties would be notified in writing about the availability of the draft bylaw amendments and the date and time of the Planning Commission's public hearing.

Mary Koen moved and Katya D'Angelo seconded the motion to warn a public hearing for Monday, February 10th, at 7:15 p.m. to discuss the draft Historic Overlay District Bylaw Amendments dated January 6, 2020.

Vote: The motion was approved 4 – 0.

DISCUSS DRAFT UNIFIED DEVELOPMENT BYLAWS

The Planning Commission resumed the discussion of Section 3.3.2, the Dimensional Table and the proposed zoning maps. Steve reviewed the GIS analysis that has been done of the existing and proposed zoning districts by a local consultant on a pro-bono basis. Ken requested that a single map be prepared showing the four large parcels off Loomis Hill Rd. and Sweet Rd. that Steve presented, showing the constraining factors such as wetlands and steep slopes. Steve will prepare that map for the next Planning Commission meeting.

The GIS analysis looks at number of parcels that could be subdivided with the existing zoning versus the proposed zoning, as well of analysis of the four large lots. The following questions and comments were offered:

1. Analysis of a few large lots on Blush Hill Rd. comparing the allowed density under the existing and proposed zoning was requested. This area may allow increased density under the proposed zoning. Steve will address this request for the next Planning Commission meeting.
2. How many lots will now be able to be sub-divided under the proposed zoning that couldn't under the existing zoning or visa versa?
3. How many lots are being further restricted and how many have nominal changes?
4. Provide some quantitative analysis.
5. What is the number of parcels that currently are not able to be sub-divided?
6. Katya suggested considering changing from the current two- or five-acre minimum lot size to another, such as a three-acre minimum lot size. This could be another way to work with the overall density.
7. What density are we wanting to consider for these districts and how would that conform with the Municipal Plan?
8. What are the land constraints that need to be considered in examining density and for the development of these properties?
9. What are the density comparisons for the existing and proposed higher density village zoning districts?

It was requested to have the consultant come to a future Planning Commission meeting to discuss their analysis and explain it in detail. Steve will follow up with the consultant to see if they can attend the next Planning Commission meeting.

There was a question from the public regarding a property on Route 100 that is currently in the Route 100 commercial district and is proposed in an exclusively residential district. If zoning changes, when and how will this property be affected was the concern. Since this is still in the discussion phase with no enactment yet, Ken advised that no commitment on timing can be made. A permit issued under current zoning expires after 2 years. Therefore, if a permit was issued but not acted on during those 2 years and then the zoning changed, a new permit would need to be obtained under the new zoning. The Planning Commission will consider changing the area immediately north of the Guptil Rd. intersection from the proposed Rural District to Tourism Business.

OTHER BUSINESS


1. The Zoning Administrator's report for December, 2019 was distributed and discussed.
2. The issuance of Zoning compliance letters has been discontinued after concurrence from the Select Board.

3. **Planner's Report:** A community visit has been scheduled with a representative from FEMA and the Insurance Service Organization (ISO) in April to review our Community Rating Systems (CRS) membership. This is part of the five-year recertification of our membership and is an opportunity to upgrade our rating from the current level 9 to a level 8. This would increase the discount that property owners get that pay flood insurance, from 5% of the premium to 10% of the premium.
4. The Planning Dept. Work Plan for 2020 has been submitted to the Select Board in conjunction with the proposed Planning Dept. budget for FY2020. Steve will forward this Work Plan to the Planning Commission for their information.

ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,



Patti Martin, Secretary

ZA Report December 2019

Permit #	Appn-date	Project location	Owner / Applicant	ZA	DRB	DRB date	zp	Project description
012-19	2/14/19	217 HENRY HOUGH ROAD (parcel 470-0217)	CHARLES MAGNUS	P	—	—		3-lot subdivision. — <i>Proposal does not comply, on hold, Applicant revising.</i>
048-19	5/20/19	0 WOOD FARM RD & STAGECOACH LN	RIPLEY SPRINGS / DAVID LACHTRUPP	P	—	—		4 lot SD/PUD 3 building lots, minor-RHS (PUD-RHS) — <i>Incomplete/On Hold.</i>
076-19	7/8/19	1045 RING RD	LAURIE BRADY / CRESCENT RIDGE DEVELOPMENT LLC	R	P	8/7/19 9/18/19 10/16/19 12/18/19 4/15/20		After-the-fact dwelling and deck. (WR-RHS) — <i>Cont. to 4/15/20</i>
093-19	9/10/19 11/4/19	2687 WATERBURY-STOWE RD	DAVID & JOANN SCHERK	R	G	12/4/19	G	Commercial storage building. (SP-CU) Submitted revised SP.
096-19	9/17/19	150 SOUTH MAIN ST	YAO ALATE, KEKELI LLC / JUD HUDSON	R	P	10/16/19 1/8/20 3/4/20		New commercial accessory structure or addition for vehicle repair & service. (SP-CU- WR-SFHA) — <i>Cont. to 3/4/20</i>
102-19	10/15/19	21 UNION STREET WBY	JOHN & NATALIE SHERMAN	R	G	11/20/19	G	Dwelling addition in the setback & exceeds max. lot coverage. (WR-V)
104-19	10/21/19	21 HILL STREET EXT	CHARLES O'BRIEN SR FAMILY TRUST	R	G	11/20/19	G	Single family residence within the setback. (WR)
105-19	10/22/19	78 BLUSH HILL ROAD	TIM MACK / TRADER TIM LLC	R	G	12/4/19	G	After-the-fact deck addition. (WR)
108-19	10/31/19	10 RANDALL STREET	LUCY ELY PAGAN	G	—	—	G	Certificate of Completion for porch project in SFHA.
109-19	11/5/19	5 MOODY COURT	DARREN TEBEAU	P				Shed in the setback and exceeds max. lot coverage. Will refer to DRB for WR/V when complete; needs SP & Variance criteria.
112-19	11/20/19	187 US ROUTE 2	EDWARD FARRAR UTILITY DISTRICT (WWTP)	G	—	—	G	New drying bed. 11/20 DRB determined exempt from SP/WR; Applicant submitted revised SP with measurements.
113-19	12/3/19	3079 Waterbury-Stowe Road	GREG & CYNTHIA JANE EVANS	R	P	1/8/2020 2/19/20		Install greenhouse in front setback and shed in backyard. (WR) — <i>Cont. to 2/19/20</i>
114-19	12/3/19	48 APPLETREE LANE	GEORGE LESTER	R	P	2/5/20		Construct residential deck in front & side setback. (WR)
115-19	12/10/19	13 WINOOSKI STREET	CRAIG VAN TUINEN	G	—	—	G	After-the-fact 6-ft privacy fence in the front yard.

Status (ZA/DRB/zp): P-Pending; R-Referred; G-Granted; D-Denied; W-Withdrawn.

Project description (DRB Review): A-Appeal; CU-Conditional Use; DDR-Downtown Design Review; RHS-Ridgelines/Hillsides/Steep Slopes; SD-Subdivision;
SFHA-Special Flood Hazard Area; SP-Site Plan; V-Variance; WR-Setback Waiver Request.