

WATERBURY PLANNING COMMISSION

Unapproved Minutes Monday, July 12, 2021

Planning Commission: Alyssa Johnson (Chair); Martha Staskus; Mary Koen.
Staff: Steve Lotspeich (Planning and Zoning Director, Acting Zoning Administrator).
Public: Kellee Mazer, Pete Reynells, Daniel Roscioli

Alyssa Johnson (Chair), opened the meeting at 7:02 p.m. at the Steele Community Room, 28 N. Main St. The Planning Commission (PC) members and staff participated in person and the meeting was also available via Zoom.

AGENDA REVIEW AND MODIFICATIONS

The agenda was reviewed and approved as drafted.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION:

Mary Koen moved and Martha Staskus seconded the motion to approve the minutes of June 28, 2021, as amended.

VOTE: The motion was approved 3 - 0.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

Kellee Mazer owns property that is in a district that will be part of the draft Unified Development Bylaw – Phase #1. She is interested in pursuing a project for senior housing on Wallace St. and would like to stay informed regarding the draft bylaw so that she can make optimum use of her property.

Dan Roscioli discussed the draft Unified Development Bylaw and how it will impact his residential property on Route 100 in the vicinity of the Ben & Jerry's plant. The PC let Dan know that his property will not be part of the Phase #1 draft, but will be considered in the phase that will deal with the Route 100 corridor.,

DISCUSS THE DRAFT UNIFIED DEVELOPMENT BYLAW – PHASE #1

Steve L. introduced the sections that have been added to the draft since the last PC meeting including the General Provisions, starting on Page 3. These were added from the parent draft Unified Development Bylaw. This section will need some editing.

Martha then asked to focus the meeting on the tracked changes made including comments where additional mark-up with the section topics need to be added. Martha and Mary are ready to move forward with that version.

Mary would like to discuss the map and the boundaries with the pre-2018 Waterbury Village Historic District called out with a white dotted outline.

- Steve L. suggested including the industrial area between 75 N. Main St. and the Little River, as well as the 40-acre parcel that includes the Ice Center, in this phase #1 draft. There is a

significant amount of flood plain on this municipally owned parcel that includes the Ice Center. Mary would like to reduce the number of districts in the Waterbury village area.

- The PC identified the geographic area to be included in the Phase #1 draft as between I-89 and the Winooski River. The PC requested that a working map of this area be prepared for the next meeting to include the districts proposed in the draft Unified Development Bylaw. Steve will request the GIS shape files for these maps from Brandi Saxton, the consultant who prepared them. At the next meeting the PC will discuss this specific identified area.

Further discussion took place on the draft Downtown and Mixed Use zoning district delineation. Density and the current uses and how those might change will be discussed at the next meeting.

Martha commented that R1 and Conservation base zoning districts are not in the Phase #1 draft and need to be added. Only the Rural zoning district will not be included in this phase.

Formatting: Put the name of the section along with the numerical reference (4.1.xx) – reference pg. 32.

OTHER BUSINESS

1. Steve L. gave an update on the reorganization of the Planning & Zoning Dept. and advertising of the Asst. Planning & Zoning Administrator position. The Selectboard has agreed to moving ahead with the two positions. The job descriptions are available and haven't changed since the last time they were distributed prior to the last Select Board meeting.
2. The Acting Zoning Administrator's Report was distributed and reviewed.
3. Steve L. gave an update on State permitting activity including Waterbury being a one-acre town for Act 250 permitting for commercial development projects. The Selectboard will be hearing about this at their meeting on July 21st and the topic may end up coming back to the PC for discussion.
4. An municipal update included seeking a Delegate and Alternate Delegate for CV Fiber. This is the Communications Union District that serves Central VT and promotes the expansion of broadband to serve those that are currently underserved by the private communications companies.
5. The process for reviewing and editing minutes was discussed.

NEXT MEETING

The next regular scheduled Planning Commission meeting will be held on Monday, July 26 at 7:00 p.m. This meeting will be a hybrid of in-person, and remote via Zoom.

ADJOURNMENT

The Planning Commission meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Patti Martin, Secretary