

WATERBURY PLANNING COMMISSION
Approved Minutes
Monday, March 28, 2022

Planning Commission: Alyssa Johnson (Chair); Martha Staskus, Mary Koen, Steve Karcher, Eric Gross

Staff: Steve Lotspeich (Planning and Zoning Director, Zoning Administrator)

Public: Andrew Rianhard

Martha Staskus (Vice-chair), opened the meeting at 7:07 p.m. at the Steele Community Room, 28 N. Main St. The Planning Commission (PC) members and staff participated in person.

AGENDA REVIEW AND MODIFICATIONS

The agenda for accepted as drafted.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

Andrew Rianhard said that he is interested in the topics that the Planning Commission is addressing. It was announced that Skip Flanders and Bill Shepeluk recently received the Keith Wallace Community Service Award for the Town of Waterbury.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

The minutes for the meeting held on March 14, 2022 was reviewed. The draft minutes regarding the Retail Market Analysis and Housing Study Reports were modified to include just the general comments made by the Planning Commission members.

MOTION:

Eric Gross moved and Steve Karcher seconded the motion to approve the minutes of March 14, 2022, as amended.

VOTE: The motion was approved 4 - 0.

DISCUSS THE DRAFT UNIFIED DEVELOPMENT BYLAW – PHASE #1

Alyssa Johnson joined the meeting at 8:00pm. The discussion of the various definitions and Special Use Standards for the *Home Occupation* related uses was continued as follows:

1. It was agreed to name the three uses related to home occupations, *Home Office*, *Home Business*, and *Home Industry*. The *Home Occupation* and *Home Business* uses in the current draft will be changed to *Home Business* and *Home Industry* respectively. It was agreed by consensus to use the Montpelier definition of *Home Office* with minor changes. It was agreed by consensus to group the Specific Use Standards for these three uses in one section and add the language from the Purpose sub-section of the Montpelier Unified Development Regulations for the standards for the three uses. Further edits to the Specific Use Standards for these three uses were agreed to by consensus and recorded by Martha Staskus in tracked changes.

The next topics to be discussed at the next PC meeting are as follows:

- a. Consider changing the *Skilled nursing service* use to *Nursing home* to be consistent with the way that the state regulates this use. Consider the definition for this use from the

- State regulations for nursing homes.
- b. Discuss the allowed uses in the proposed R-10 zoning district.

OTHER PLANNING COMMISSION BUSINESS

1. Remote access to Planning Commission meetings via Zoom was discussed. It was agreed to continue having hybrid meeting with Zoom access to give the remote access option to those people who may be uncomfortable participating in the meetings in person due to COVID or other reasons.
2. Planning & Zoning Director's Report: Steve L. said that Ivy Ventures, Inc. has applied for an 11,000 sq. ft. two-story office building in the location of the existing seasonal theater located on Route 100 just south of the Ziemke Glass Blowing Studio.
3. The Bolton Municipal Plan revision & public hearing notice was discussed. It was requested that Steve L. review the draft Plan revisions to see if there are impacts to the Town of Waterbury that the Planning Commission should be concerned about.
4. Update on State permitting activity: No state permit applications were reported.
5. Other Chair updates: Alyssa said that she will be attending the Waterbury Area Development Committee meeting on Wednesday, April 6th and will report on the Planning Commission's progress on drafting of the Unified Development Bylaw – Phase #1.

Alyssa also reported that the Select Board is scheduled to interview the candidates who have applied for the open Planning Commission positions, on April 18th.

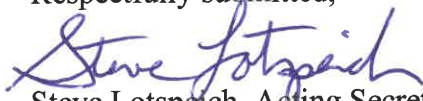
NEXT MEETING

The next regular Planning Commission meeting is scheduled for Monday, April 11, 2022 at 7:00 p.m.

ADJOURNMENT

The Planning Commission meeting was adjourned at 9:15 p.m.

Respectfully submitted,


Steve Lotspeich, Acting Secretary