

WATERBURY PLANNING COMMISSION

Approved Minutes Monday, August 8, 2022

Planning Commission: Martha Staskus (Chair), Kati Gallagher (Vice Chair), Mary Koen, Eric Gross, Dana Allen

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

Public: None present

The Chair opened the meeting at 7:05 p.m. at the Steele Community Room, 28 N. Main St. and via ZOOM.

AGENDA REVIEW AND MODIFICATIONS

The Waterbury Area Development Committee (WADC) August 4th letter with zoning recommendation was e-mailed to the PC members prior to the meeting. Steve to request the WADC to present their Committee's goals and objectives and present their zoning recommendations at a future PC meeting when the topics they are focused on are being reviewed. Other community organizations/committees are also welcomed to participate in PC meetings when their areas of interest are on the agenda.

The agenda was approved as drafted.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

There were no comments from the general public.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

The July 25, 2022 draft meeting minutes approval was postponed to the next PC meeting to allow committee members additional time to review and propose edits including with respect to the formation of the Housing Task Force.

PC members discussed recording meetings for internal review of previous meeting minutes. Recordings will be maintained only for short period, due to storage space.

MOTION:

Kati Gallagher moved and Dana Allen seconded the motion to record all Planning Commission meetings.

VOTE: The motion was approved 4 – 1. Steve started recording at that time.

DISCUSSION OF CVRPC ALTERNATE COMMISSIONER

Neal Leitner is interested in serving in the position. Neal lives in Northfield so confirming with CVRPC Executive Director there is not a conflict of municipal representative does not reside in the community. PC will make recommendation to Seslectboard for Neal to serve. Steve and Bill Shepeluk will follow up with advertising this position.

CONTINUED REVIEW OF DRAFT UNIFIED DEVELOPMENT BYLAW – PHASE #1 (UDB-P1)

The PC revisited the June 13, 2022 decision of DWN, MU, and R-10 zoning districts Setbacks. Inserted table in the minutes was approved, with additional language addressing waivers. Waivers from setbacks are often needed for additions onto existing buildings in these proposed zoning district areas because the addition cannot feasibly meet the minimum setbacks due to lot configuration and the location of the existing building. Planning Dept will provide language at next meeting that allows additions to non-conforming structures be permitted without waiver review as long as there is no additional encroachment into the setback distances for the existing building.

The PC goal is to increase housing density in the DWN, MU and R-10 zoning districts. Based on publicly available data, the existing lot coverage for these zoning districts is as follows: DWN, 76%; MU, 54%; R-10, 37%. Dana's existing Lot Coverage presentation materials to be available. Draft 1606.2 Dimensional Table Maximum lot coverage recommends 100%, 80%, 80% coverage. Max Residential Density will be "n/a" for all 3 districts. PC will continue to consider ways the bylaws can increase dwelling units within the Lot Coverage approach. The Housing Task Force may be able to inform this area. The PC agreed to use lot coverage as the standard to determine maximum residential density in these areas.

The next PC meeting will start with the "Buildings" section of the Dimensional Table for these same three zoning districts.

The PC expressed interest in exploring options for incentivizing increases in residential density through the draft zoning regulations.

Steve will provide draft Definitions (1611.2) and Specific Use Standards (1607) , if needed, for the following uses at the next PC meeting: *Skilled nursing facility, Assisted or supported living, Social and charitable services, Adult day service, and Residential care and group home.* (Services and facilities that are regulated by the State of Vermont)

Initiate review of Section 1606.1, Use Table in the IT, CI and TB zoning districts.

Dana will prepare same dimensional analysis for the IT, CI and TB

Set targets of review for next UDB-P1 Sections.

OTHER PLANNING COMMISSION BUSINESS

Zoning Administrator's Report: The July Report was discussed.

Planning & Zoning Director's Report:

- The Vermont League of Cities and Towns, Town Fair on October 6-7 in Killington will include a two-part workshop on housing and the related infrastructure. The Town will pay the registration fee for any PC members that are interested in attending.

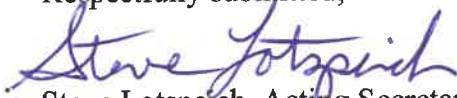
NEXT MEETING

The next regular PC meeting is scheduled for Monday, August 22, 2022 at 7:00 p.m.

ADJOURNMENT

The PC meeting was adjourned at 9:10 p.m.

Respectfully submitted,


Steve Lotspeich, Acting Secretary