

WATERBURY PLANNING COMMISSION

SPECIAL MEETING

Approved Minutes

Wednesday, October 12, 2022

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

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

Public: Alyssa Johnson, Kellee Mazer

The Chair opened the meeting at 7:01 p.m. at the Steele Community Room, 28 N. Main St. and via ZOOM.

AGENDA REVIEW AND MODIFICATIONS

The agenda was modified as follows: Request to add discussion of preparation of a PC position statement for Downstreet purchase of the property at 51 S Main St., to be made at the Public Meeting on October 18, 2022. This will follow the review of the minutes.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

Kellee Mazer introduced herself as a member of the public and owner of senior housing on Wallace St. There were no announcements.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

The draft minutes for the meetings held on July 25, August 22, and September 12, 2022, were reviewed.

MOTION:

Mary Koen moved and Kati Gallagher seconded the motion to approve the minutes for July 25, 2022, as amended.

VOTE: The motion was approved 4 – 0.

MOTION:

Kati Gallagher moved and Dana Allen seconded the motion to approve the minutes for August 22, 2022 as amended.

VOTE: The motion was approved 4 – 0.

MOTION:

Mary Koen moved and Kati Gallagher seconded the motion to approve the minutes for September 12, 2022 as amended.

VOTE: The motion was approved 4 – 0.

DISCUSS POSITION STATEMENT RE. SALE OF 51 S. MAIN STREET TO DOWNSTREET HOUSING AT PUBLIC MEETING 10/18

Kati will present the PC position statement regarding the sale of the 51 S. Main Street parcel to Downstreet Housing at the Edward Farrar Utility District's public meeting on October 18, 2022, and share via Front Porch Forum.

The following potential talking points that Kati will review and incorporate into her presentation were agreed on by the PC:

1. This opportunity is part of our public responsibility to provide a wide range of housing.
2. The sale of the property for the opportunity to create affordable housing project is smart growth and is efficient land use for our downtown that benefits our local businesses.
3. The Downstreet land use proposal is consistent with and complies with our Municipal Plan's goals for smart growth.
4. This Downtown zoning district allows for high density housing and the project will be required to meet building height restrictions and other requirements in the Interim zoning bylaws for this district.
5. The Downstreet land use proposal is consistent with the recommendations of the recent Revitalizing Waterbury Housing Study to increase the supply of housing.

OTHER PLANNING COMMISSION BUSINESS

Kellee Mazer commented on her Wallace Street senior housing property. She has a waiting list for the current building and owns a vacant lot next door. Based upon the current Zoning Regulations she cannot construct more than a one- or two-family dwelling on this lot. The proposed UDB-P1 redistricting would allow multi-family housing on this parcel which would help meet Kellee's goals for the property and potentially create more senior housing.

The formation of the Housing Task Force was discussed, including when members will be appointed by the Select Board and then begin working on housing issues. Coordination of that effort with the PC public outreach on Bylaw UDB-P-1 revisions was discussed.

DISCUSS BYLAW MODERNIZATION GRANT APPLICATION

The Bylaw Modernization grant application to the State Dept. of Housing and Community Development, due November 1, 2022, was discussed. Incorporating budget estimates that were developed with input from a potential consultant, and compressing the time line in the draft budget table was also discussed. Kati has updated the draft grant application for presentation to Select Board on October 17th.

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

The discussion of the draft Unified Development Bylaws - Phase 1 ("UDB-P1") included the following:

- Complete review of draft definitions for the following uses: *Skilled nursing facility, Assisted or supported living, Social and charitable services, Adult day service, and Residential care and group home.*

MOTION

Mary Koen moved and Kati Gallagher seconded the motion to adopt the definitions as presented in the draft dated 7/11/22 as revised 9/12/22.

The motion was approved 4-0.

Request to verify that *Family child care home* references that they operate under state license,. Steve L. agree to move the Specific Use Standards for *Family child care home* into the definition. Independent living situations is not what these definitions apply to, and present a revised definition to the PC for review.

- Continued review of Section 1606.2, the Dimensional Table.

It was agreed to add language in the Dimensional Standards to include Lots with two or more rights-of-ways to reference the definition for Corner Lots.

Setbacks: There was a recap discussion and consensus agreement to use Minimum Front Setback as proposed; Maximum Front Setback as DWN=8'; MU=12'; R-10=N/A; Minimum Side Setback as proposed; Minimum Rear Setback as proposed

Buildings: There was consensus agreement:

- to delete "Build-to-line";
- to replace "Minimum build-to-line coverage" with "Minimum width coverage" with the following definition: "Percentage of the build width related to the parcel width measured along a line drawn the specified distance from and parallel to the road." This language also needs to be updated in Section 1611.3 Dimensional Definitions.
- to revise Minimum principal building footprint as: DWN = 10,000sf; MU = 8,000sf; R-10 = 6,000sq.

At the next PC meeting it was agreed to continue with Minimum Principal Building Height giving consideration to units of measure for the height (i.e. "feet" or "stories")

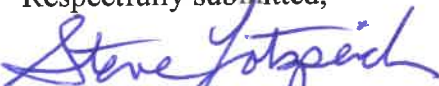
NEXT MEETING

The next regular PC meeting is scheduled for Thursday, October 20, 2022 at 7:00 p.m.

ADJOURNMENT

The PC meeting was adjourned at 9:20 p.m.

Respectfully submitted,


Steve Lotspeich, Acting Secretary