

**WATERBURY PLANNING COMMISSION**  
**APPROVED MINUTES**  
**Monday, March 9, 2015**

Planning Commission Members present: Ken Belliveau, Vice Chair; Mary Koen, Jeff Kampion  
Staff present: Steve Lotspeich, Community Planner; Patti Spence, Secretary

The meeting was opened at 7:12 pm.

**AGENDA REVIEW**

There were no changes made to the agenda.

**COMMENTS FROM THE GENERAL PUBLIC**

There were no members of the general public in attendance to provide comments.

**FLOOD HAZARD AREA REGULATIONS - RE-WRITE**

**Matrix:**

The following changes were made to the matrix of policies that provide the basis for the amendments to the Flood Hazard Area regulations:

1. take off the "500-yr." columns from the matrix
2. add page numbers to the matrix
3. update to the current date
4. "Other development activities" - take off the row "hazardous material storage"
5. take out the historic structures row from critical facilities
6. take out the word "etc." where used

**Amendments to the Flood Hazard Area Regulations:**

In preparation for the public hearing on March 23<sup>rd</sup>, the Commission discussed the following changes to the amendments that should be considered and discussed at the public hearing:

1. make sure the new terminology, from a FEMA perspective, is used
2. page 10 - information on this page is new and not represented on the matrix
3. Use of acronyms - the spelled out reference is used once and then the abbreviation for all other references; such as base flood elevation (BFE), all subsequent references just use BFE
4. make the administrative review for grading/excavation, in the table on page 5, based on square footage of  $\leq 10,000$  sq. ft. of disturbance with DRB review for  $> 10,000$  sq. ft.
5. page 6 – change #5 to be grading/excavation with  $> 10,000$  sq. ft. of disturbance and create a #9 for "creation of a pond"
6. punctuation changes were suggested
7. reference to Zoning Administrator (ZA) or Administrative Officer - be consistent throughout – Zoning Regulations use "Zoning Administrator"
8. page 8, delete Section 605(a)(2)(J) because it is in conflict with the proposed Section 605(a)(9) E (i) on page 10
9. page 15, 1st paragraph under section 616: 24 V.S.A. Section 1974 (a) - put a in parenthesis

**Presentation at the Public Hearing:**

The following items were discussed in preparation for the Commission's presentation at the Public Hearing on March 23<sup>rd</sup>:

1. bring hard copies of the Milone and MacBroom presentation on their study from January 12th
2. bring the current FIRM maps and the new floodplain map that Milone and MacBroom has

- generated for reference
3. bring visual aids for explanation of elevation of a building, placement of fill, and compensatory storage
  4. how will presentation be handled - will Steve or Becca present; Steve will follow up with Becca

**ACTION ITEMS (cumulative from 2/09/15):**

1. Ask Roy Schiff with Milone and MacBroom if he has updated the cost/benefit analysis in his latest study including additional modeling for the potential impact of filling in basements.
2. A new map is going to be needed delineating the 500 yr. floodplain since the existing FEMA Flood Insurance Rate Map (FIRM) is based on limited topographic information and the mapping of the 500-yr. floodplain is not adequate. That makes the map that Milone and MacBroom has produced the best map the Town currently has access to for the 500-yr. floodplain in the Village of Waterbury. The town has received a \$15,000 Hazard Mitigation Planning Grant from FEMA to that includes studying this issue further, including the consideration of generating and submitting a new floodplain map to FEMA as a Letter of Map Amendment (LOMA).
3. More research is needed regarding whether the municipality has the legal authority to regulate the 500 year floodplain.
4. Steve is waiting on a legal opinion that he has requested regarding the Variance process included on page 9, Section 605(a)(6) for historic structures.

**MOTION:**

Jeff Kampion moved and Mary Koen seconded the motion to approve the meeting minutes from January 26, 2015.

VOTE: Passed with 3 affirmative votes.

Mary Koen moved and Jeff Kampion seconded the motion to approve the meeting minutes from February 9, 2015.

VOTE: Passed with 3 affirmative votes.

Mary Koen moved and Jeff Kampion seconded the motion to approve the meeting minutes from February 23, 2015, as amended.

VOTE: Passed with 3 affirmative votes.

**ZONING ADMINISTRATORS REPORT**

January 27, 2015 - March 9, 2015

**TOWN ZONING PERMITS**

Permit #	Applicant/Owner	Date Submitted	Location/Project
03-15-T	Matthew Andrews	2/17/2015	1474 Shaw Mansion Road (Single Family Home)
04-15-T	Albert Fougel Rev. Trust	2/17/2015	corner of Loomis Hill Rd & Shaw Mansion (2-lot sub.)
05-15-T	Joseph Duffy	2/19/2015	off of Woods Farm Lane (Boundary Line Adjustment)
06-15-T	Gristmill Properties LLC	2/19/2015	5430 Wat-St Rd (11,600 sf, 2 story ind/comm bldg.)
07-15-T	Matt Calcagni	2/26/2015	217 Shaw Mansion Rd (home rebuild & Waiver for deck)
08-15-T	Trek Communities	3/4/2015	East Wind Drive Lot 28 (mobile home replacement)

**VILLAGE ZONING PERMITS**

Permit #	Applicant/Owner	Date Submitted	Location/Project
03-15-V	Village of Waterbury	2/12/2015	546 River Road (Dog/Bike Park)

**DRB DECISIONS**

<u>Permit #</u>	<u>Applicant/Owner</u>	<u>Decision Date</u>	<u>Location/Project</u>
35-14-V	Hunger Mt. Children's Center	2/4/2015	121 & 123 S. Main Street (Children's Daycare)
01-15-V	Kelley Hackett	2/18/2015	340 Fuller Acres Drive (home daycare)
02-15-V	Nicole Grenier	2/18/2015	29 Stowe Street (café)
03-15-V	Village of Waterbury	3/4/2015	546 River Road (Dog/Bike Park)

**OTHER**

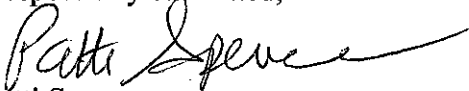
Continued work for Waterbury's inclusion into the FEMA's Community Rating System  
Maintain list of recommended zoning changes ready for 2015 re-write  
Obtained Certified Floodplain Manager Certification

The next meeting is the public hearing on the Amendments to the Flood Hazard Area regulations on March 23, 2015 at 7:00pm at the Fire Station.

**ADJOURNMENT**

The Planning Commission meeting was adjourned at 9:10 pm.

Respectfully submitted,

  
Patti Spence  
Secretary

These minutes were approved on \* April 27, 2015 \*