

WATERBURY PLANNING COMMISSION
APPROVED MINUTES
Monday, August 24, 2015

Planning Commission: Rebecca Washburn, Chair; Ken Belliveau; Mary Koen; Judi Kamien

Staff present: Steve Lotspeich, Community Planner

Public Present: None present

Rebecca Washburn called the Planning Commission (PC) meeting to order at 7:00 pm

AGENDA REVIEW

No changes to the agenda were made.

COMMENTS FROM THE GENERAL PUBLIC

No members of the general public were present to provide comments.

REVIEW OF MINUTES

The draft minutes of July 27, 2015 were reviewed.

MOTION:

Judi Kamien moved and Ken Belliveau seconded the motion to approve the minutes of 7/27/15 as amended.

VOTE:

The motion passed unanimously.

DISCUSS WATERBURY FLOOD HAZARD AREA REGULATIONS

A summary of what was agreed to at the last meeting:

1. Historic structures: Rebecca Pfeiffer with the State of Vermont has stated that partial exemption is a viable option. Rebecca Pfeiffer received an e-mail from a FEMA representative, Julie Grauer, stating that she agrees with Rebecca's conclusion. The law firm of Stitzel, Page & Fletcher also gave an opinion that the partial exemption is legal and meets the federal minimum standards.
2. For elevation of non-historic structures, a two part recommendation would be as follows:
 - a. Substantially improved structures - two feet above the 1% (100 yr.)
This would give extra protection, but not total protection for an event such as Tropical Storm Irene that exceeded the 1% flood by approximately 2½ feet. The cost benefit data from the Milone & McBroom study supports this option.
 - b. New construction would be either:
 - a. one foot above the .2% (500 yr.) flood level
 - or if a. is not excepted then , b. two feet above 1% (100 yr.) flood level

The date of a joint meeting with the Select Board and Trustees to present the revised draft amendments was discussed. The Select Board meets on Monday, September 8th and the Trustees meet on September 9th. The Planning Commission is also willing to have the Select Board and the Trustees come to a regular Planning Commission meeting. Steve Lotspeich will follow up

with the elected officials to get a date for the joint meeting in September. October is not a good month for a number of the Planning Commission members.

It was decided to present to the Select Board and Trustees, the Planning Commission draft of the amendments to the Flood Hazard Area Regulations dated August 10, 2015 that includes an updated Introduction and Report that outlines the proposed changes to the last draft that the Planning Commission warned for their first public hearing. The Planning Commission would then incorporate any changes as a result of the meeting with the Select Board and Trustees and schedule a public informational meeting followed by a public hearing on a subsequent evening on this revised draft of the amendments. The idea of having this informational meeting before the Planning Commission's public hearing was suggested to inform and educate the public in order to get valuable comments on the draft amendments at the public hearing. The schedule for when to hold the Planning Commission public hearing was discussed. November 9th is a possibility for the hearing. Monday, November 2nd is a possible date for the public informational meeting. The meeting on November 2nd would also substitute for the regular Planning Commission meeting on October 26th when two members are not available.

Judi Kamien offered to have a contact she is familiar with who is a public official in Mississippi, talk to the Select Board and Trustees to support the Planning Commission's work on the amendments. Steve will talk to this official to see if he is willing to speak to the boards about the draft regulations by phone or Skype and see if there would be value in having him speak to them.

Steve offered to reach out to some of the larger landowners and get their feedback on the proposed draft amendments. These landowners would include the owners of Pilgrim Industrial Park, the Waterbury Square Shopping Center, Keurig Green Mountain, and the State of Vermont, Dept. of Buildings and General Services.

DISCUSS DEVELOPING A WORK PLAN FOR THE PLANNING COMMISSION:

The following items of a work plan for the Planning Commission for the upcoming year were discussed:

1. Consider applying for a Municipal Planning Grant to fund a future development study for the villages of Waterbury and Waterbury Center. Identifying non-floodplain areas for future higher density residential and commercial development will be included in the study. Steve presented an outline of possible components of the grant application. The possibility of exploring Village Designation for Waterbury Center village was discussed. This aspect could include looking at future zoning changes for Waterbury Center village. There would be a public visioning process regarding what people want their community to look like in the future. The Route 100 corridor from the Village of Waterbury to Waterbury Center village was discussed in terms of how to prevent sprawl type strip development in the corridor.

Addressing the competitive criteria in the application was discussed. Partnership with community organizations such as Revitalizing Waterbury is important. The future of the economy for Waterbury needs to be an important component of the study. Developing a case study that can be applied to other areas of the state is also a competitive criteria that should be explored. Exploring innovative solutions to aspects such as treating sanitary

waste could be included. Exploring form based code is another example of innovative regulations that could be explored. The definition of the wastewater service area and how that might expand in the future is important to consider in terms of all the various options.

Options for consultants who might provide input on the budget were discussed.

2. The list of potential projects for the Work Plan should be re-visited including the suggestions that the Planning Commission made for Work Plan items at a prior meeting. The task list should be put in a document that can be made available and modified/updated over time. Steve will find the document and circulate it to the Planning Commission.

ZONING ADMINISTRATOR'S REPORT

The following Zoning Administrator's Report for the period of June 9th to August 10th was distributed and discussed.

TOWN ZONING PERMITS

Permit #	Applicant/Owner	Location/Project	Action
37-15T	Sprague Robert	250 Little River Road (residential addition)	approved - 6/23/15
38-15T	Farmhouse Properties LLC	76 McNeil Road (change of use - office to medical clinic)	approved - 7/23/15
39-15T	Laplant, Allen	1535 US Route 2 (single family dwelling)	approved - 7/16/15
40-15T	Brown, Donald	870 Ripley Road (2 car garage addition with family room)	approved - 7/22/15
41-15T	Metivier, David	545 Maple Street (shed)	approved - 7/23/15
42-15T	Beecher, Alan	346 Stagecoach Lane (single family dwelling)	approved - 7/21/15
43-15T	Berry, Thomas & Gwynne	113 Countryside Road (shed)	approved - 7/24/15
44-15T	DiDomenico, David & Dunn, Sarah	90 Tyler Ridge (garage and carport)	approved - 7/13/15
45-15T	Staskus, Martha	Ring Road (single family dwelling)	pending DRB decision
46-15T	Rich, Chad	160 Lonesome Trail (single family dwelling)	approved - 7/23/15
47-15T	Semprebon, Shane	558 Countryside Road (extend deck)	approved - 7/22/15
48-15T	Ripley Springs LLC	Wood Farm Road (2 lot subdivision)	pending DRB review
49-15T	White, Richard	1561 Guptil Road (residential addition)	approved - 8/4/15
50-15T	Peterson, Duane and Laura	Bear Creek Road Lot #4 (single family dwelling)	pending DRB review

VILLAGE ZONING PERMITS

18-15V	Waterbury Village of	Rusty Parker Park (light installation)	pending
19-15V	Rich, Chad	2 Elm Street (additional restaurant seating)	approved - 7/22/15
20-15V	Brunell, Ted	12 Lincoln Street (continue bringing in fill)	pending DRB review
21-15V	Thatcher Hill LLC	1017 Waterbury-Stowe Road (sign)	approved - 7/15/15
22-15V	Madcam Real Estate	1 Stowe Street (deck)	approved - 7/15/15
23-15V	Downstreet	36 State Drive (sign)	approved - 7/22/15
24-15V	Waterbury Commons LLC	Lot 1 Waterbury Commons (single family dwelling)	approved - 7/23/15

25-15V	Waterbury Commons LLC	Lot 8 Waterbury Commons (single family dwelling)	approved - 7/23/15
26-15V	Village of Waterbury	546 River Road (sign)	approved - 8/6/15
27-15V	Smith, Patrick	25 High Street (deck)	pending

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

PLANNER'S REPORT

The 4th Anniversary Tropical Storm Irene leaflet materials will be published in the Waterbury Record. This will include interviews of people who were impacted by Tropical Storm Irene. The ad for the open Planning Commission position was in the Waterbury Record last week. Planning Commission members were asked to encourage any possible applicants to apply.

Next PC meeting: Monday, September 14th, 2015, at 7:00 p.m. the following meeting on September 28th is problematic for at least two of the Commission members.

ACTION ITEMS FOR NEXT MEETING

Addressed at 7/13, 7/27 and/or 8/24 meeting

1. Bring some specific examples of existing and proposed residential and commercial building elevation projects. Status: Rebecca has, to be presented at future meeting.
2. Find out about partial exemptions from the substantial improvement requirements and if FEMA allows them. Status: R Pfeiffer obtained informal concurrence from FEMA Region.
3. Determine some additional educational opportunities.
4. Prepare draft amendments to present. Status: Presented 7/13/15
5. Find pictures of communities/neighborhoods where one house may be elevated but the neighboring home is not elevated.
6. Research communities that may have more aggressive regulations since Irene or Sandy in both Vermont and out of state, such as Sea Bright, NJ.
7. Get a legal opinion on whether a partial exemption from substantial improvement definition is a possibility. Status: Legal opinion obtained.
11. After we hear back from FEMA, get this draft of the regulations with the changes discussed tonight, on the agenda for the Select Board and Trustees, preferably as a joint meeting, date to be determined
12. Warn a Public Hearing on the new Planning Commission draft amendments, at a date to be determined.
14. Advertise the open position on the Planning Commission.

The Planning Commission meeting was adjourned a 8:55 pm

Respectfully submitted,



Stephen Lotspeich

Community Planner

These minutes were approved on * September 14, 2015 *