

WATERBURY PLANNING COMMISSION

Approved Minutes

Monday, July 11, 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 (Waterbury Select Board)

The Chair opened the meeting at 7:07 p.m. at the Steele Community Room, 28 N. Main St. and via ZOOM.

AGENDA REVIEW AND MODIFICATIONS

Review of minutes was moved to 8:45 p.m. after Other Business that was moved to 8:30 p.m.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

There were no comments from members of the public or announcements.

DISCUSSION OF CVRPC ALTERNATE COMMISSIONER

Steve provided an overview of the roles and responsibilities of the Commissioner and Alternate Commissioner for the Central Vermont Regional Planning Commission (CVRPC) Board. Steve currently serves as Waterbury's representative, retiring March 2023. The PC members agreed to consider individuals that may be interested in serving in the positions and bring recommendations to the August 8th PC meeting. Alyssa Johnson is interested. It is important the CVRPC Commissioner and Alternate Commissioner report to the PC periodically.

DISCUSSION OF THE SELECT BOARD HOUSING TASK FORCE

The Select Board (SB) established a Housing Task Force on June 20th to include representation from the PC, EFUD Commissioners, Revitalizing Waterbury, a community member, and municipal staff. SB to select in two to four weeks. PC participation will be determined when all members are present for a decision. This item will be put on the agenda for the next PC meeting. PC wishes to remind the Select Board of the goals in the 2013 and 2018 Municipal Plan Housing Chapters as the basis for the Task Force's work.

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

The review of Section 1606.2, Dimensional Table was continued for the DWN, MU and R-10 zoning districts. It was decided the definition for *impervious surface* with respect to *lot coverage* would be included as is in the UDB parent draft.

The R-10 zoning district *maximum residential density* was discussed whether it should be 4,000 sq. ft. per dwelling unit or 2,000 sq. ft. per dwelling unit. "R-10" refers to 10 dwelling units per acre or approximately 4,000 sq. ft. per dwelling unit. Examples of existing multi-family properties in the range of 10-20 dwelling units per acre will be provided for continued discussion and decision at next PC meeting.

PC members were encouraged to review the Vermont Agency of Commerce and Community Development's publication "Enabling Better Places: A Zoning Guide for Vermont Neighborhoods" especially regarding residential density.

OTHER PLANNING COMMISSION BUSINESS

The Zoning Administrator's June Report was reviewed.

Planning & Zoning Director's Report: The PC Secretary position has been advertised in the Waterbury Reader and Front Porch Forum with no applicants. Steve agrees to post the position multiple times on Front Porch Forum.

REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

The review of the May 23rd and June 13th meeting minutes was tabled to the next meeting.


NEXT MEETING

The next regular PC meeting is scheduled for Monday, July 25, 2022 at 7:00 p.m.

ADJOURNMENT

The PC meeting was adjourned at 9:07 p.m.

Respectfully submitted,


Steve Lotspeich, Acting Secretary