

WATERBURY PLANNING COMMISSION
SPECIAL MEETING
Approved Minutes
Monday, October 19, 2015

Planning Commission members present: Rebecca Washburn, Chair; Mary Koen (by phone), Judi Kamien, Ken Belliveau

Staff present: Steve Lotspeich, Community Planner; Patti Spence, Secretary; Ryan Morrison, Zoning Administrator;
Judy Byron - will be backing up Patti as Secretary

Community members present: Judy Byron (will be substituting for Patti as Secretary); Joan Beard, Conservation Commission (joined at 8:15 pm); Alan Thompson, Conservation Commission (joined at 8:30 pm)

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

There were no members of the general public present.

DISCUSS WATERBURY FLOOD HAZARD AREA REGULATIONS

The following aspects of the proposed amendments to the Flood Hazard Area Regulations were discussed:

1. Ken commented that the joint meeting on September 28th went well with good participation and input from the Trustees and Selectboard. They seemed supportive of the revisions made to the proposed regulations. The focus at the meeting was on the report section of the draft amendments.
2. Chris Nordle, Chair of Selectboard, asked that the Federal minimum standards be added within the report to each section. Steve incorporated this in the current version with "tracked changes" for the PC to review.
3. The criteria for a variance was also addressed - Steve referred to the State statutes, 24 V.S.A., Chapter 117. There is a less stringent review of variances for historic structures in this section of state statute. This draft clarifies the variance process for historic structures with the bar set lower than previous versions of the amendments.
4. Edits to the narrative in the executive summary were discussed.
5. Take out the word "lesser" on page 2.
6. Take out references such as "easier", "less difficult"
7. Rewording: The variance process may still be applicable for the review of historic structures, as it is for any development, under a distinct set of standards that are clarified in section 610, Variances.
8. Page 1, 2nd paragraph complement (not compliment)
9. Page 2: (first blue line change) Change current wording "this exceeds" to "The Federal minimum standard for substantial improvement of historic structures allows such improvements to be exempted from Federal review standards including the standard that the building be elevated. These proposed changes exceed these standards."

10. Page 2: 2nd and 3rd blue line changes: “This meets, and in some cases exceed the federal minimum standard....”
11. The highlighted changes on page 9 were discussed.
12. All other highlighted changes have been previously discussed.

The Public Hearing is scheduled for November 9th. A public meeting needs to be scheduled before that date. November 2nd from 6-7 pm was agreed to for the public meeting. Steve will confirm and schedule accordingly.

ACTION ITEMS for November 2nd meeting:

1. Bring the revised floodplain map produced by Milone & MacBroom and have it projected.
2. Have the 11 x 17 handout from Milone and MacBroom
3. Read through the #2 handout to make sure it is clear and will help the presentation. (Judi Kamien did this and reported it was clear and will help with the presentation).

MOTION

Ken Belliveau moved and Judi Kamien seconded the motion to approve the October 19, 2015 draft Zoning Amendments for Flood Hazard Area Regulations, and to schedule a public hearing on November 9th at 7:10 pm.

VOTE:

The motion passed unanimously.

DISCUSS THE CAMPUS AND DOWNTOWN AREA OVERLAY AMEMDMENTS

The Interim Campus Overlay Bylaw Amendments expired on February 13, 2015. They were interim bylaws for a two years. Two projects fell under these interim bylaws – the Ladd Hall affordable housing project and the Hunger Mountain Childcare facility. Steve presented draft amendments that fold in the Downtown Area Interim Zoning Bylaw Amendments into the Interim Campus Overlay Bylaw Amendments make the combined set of bylaw amendments “permanent”.

A public hearing needs to be warned to present these amendments so they can be adopted.

The version handed out tonight is draft #1, October 19, 2015 and includes the Report that documents conformance with the Municipal Plan.

1. Judi raised a concern with the proposed amendment to the parking regulations as they are written on page 3. She is concerned with parking within the campus and downtown area overlay districts as stated for one-bedroom units. She feels that one parking space for a one bedroom apartment is inadequate because a couple often has two vehicles. It was decided to settle with the current draft of the amendments that requires one parking space for a one-bedroom apartment.

MOTION:

Ken Belliveau moved and Judi Kamien seconded the motion to approve the draft Campus and Downtown Area Overlay Zoning Bylaw Amendments dated October 19, 2015 and bring them to a public hearing with the Planning Commission on November 9, 2015 at 8:30 pm.

VOTE: The motion passed unanimously.

VERIZON APPLICATION

The Selectboard has asked for intervenor status for the application for the North Hill cell tower project and has asked the Planning Commission and Conservation Commission for their input. Joan Beard and Alan Thompson of the Waterbury Conservation Commission were present for this discussion.

A technical hearing has been requested by the Town of Waterbury and the Town of Stowe. Both Towns have requested intervenor (party) status. That letter was distributed.

1. A study of other possible sites for the tower was discussed and one will likely be analyzed. Finding a suitable alternate location will be key.
2. The PC and Conservation Commission would be in an advisory role on this topic.
3. Two members of the Conservation Commission discussed their initial concerns - the full commission is meeting later this week. The wildlife corridor in this area is of concern, as is the visual impact. The state ANR comments on these criteria, have been submitted to the Public Service Board.
4. What will be needed for the technical hearing was discussed. The Selectboard will be coordinating the gathering of information.

Steve will follow up with a time line once the review and hearing schedule is determined.

OTHER BUSINESS

ZONING ADMINISTRATOR'S REPORT

Ryan Morrison reviewed the following report:

August 11, 2015 - October 19, 2015

TOWN ZONING PERMITS

Permit #	Applicant/Owner	Location/Project	Dated Submitted	Action
51-15T	Farr's Tree Service	530 Farr's Landing (3 lot subdivision)	8/10/2015	Approved
52-15T	Wing, Jesse Viens, Christopher &	31 Mountain View Drive (garage addition)	8/17/2015	Approved
53-15T	LeeAnne	Evergreen Woods (subdivision)	8/20/2015	Approved
54-15T	Martin, George & Joyce	454 Twin Peaks Road (accessory apartment)	8/26/2015	Approved
55-15T	Fishman, Noah McCain, Donald III &	538 Guptil Road (deck)	9/2/2015	Approved
56-15T	Gail	445 Cabin Lane (storage barn)	9/14/2015	Approved
57-15T	Atwood, Jeffrey	3250 Waterbury-Stowe Road (Duplex units)	9/21/2015	Approved
58-15T	Talbot, Deborah	100 Tayer Lane (quanset hut)	9/23/2015	Approved
59-15T	DeJong, Ben	185 Alpine Meadow Lane (accessory structure)	9/30/2015	Approved
60-15T	Benson, Scott & Adrianna	1734 Guptil Road (boundary line adjustment)	10/5/2015	Approved

61-15T	McKay, Chris	111 Hubbard Farm Road (garage)	10/7/2015	Approved
62-15T	Trek Communities	160 East Wind Drive (new mobile home)	10/9/2015	Approved
63-15T	Curtis, Todd	416 Henry Hough Road (single family dwelling)	10/6/2015	Pending
64-15T	Blauvelt, William	Gregg Hill Road (2 Lot subdivision)	10/19/2015	Pending

VILLAGE ZONING PERMITS

28-15V	Lane Jennifer	3 Union Street (home office)	9/8/2015	Approved
29-15V	Flagship Associates	90 South Main Street (garage rebuild)	9/10/2015	Approved
30-15V	Ben & Jerry's Homemade Inc	1281 Waterbury-Stowe Road (stairs)	10/1/2015	Approved
31-15V	Aldrich Whitney	5 Healy Court (apartment)	10/7/2015	Pending
32-15V	Griffiths Edward Jr	22 North Main Street (bakery/apt)	10/13/2015	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
 Enforcement of unpermitted fill in the 100-year floodplain at 306 Loomis Hill Road

An Insurance Service Organization representative working in cooperation with FEMA will be here this week to discuss Waterbury's application to the Community Rating System (CRS).

ADJOURNMENT

The PC meeting was adjourned at 9:37 p.m.

Respectfully submitted,

Patti Spence
 Secretary

These minutes were approved on * 12/14/15 *