

WATERBURY PLANNING COMMISSION
Approved Meeting Minutes
Monday, January 9, 2017

Planning Commission: Ken Belliveau, Chair; Becca Washburn

Staff: Steve Lotspeich, Community Planner; Patti Spence, Secretary

Guests: Zoe Gordon, Economic Development Director
Jeff Larkin, Chair, Waterbury Area Development Committee (WADC)

The Chair opened the meeting at 7:05 p.m. at the Municipal Center at 28 N. Main St.

AGENDA REVIEW AND MODIFICATIONS

There were no changes to the agenda.

COMMENTS FROM THE GENERAL PUBLIC

There were no members of the public at the meeting to provide comments.

PLANNING GRANT – REQUEST FOR QUALIFICATIONS

Steve confirmed the receipt of a Municipal Planning grant for a project to re-write certain chapters in the Zoning Regulations. Steve drafted a Request for Qualifications (RFQ) which needs to go out to get submissions from interested consultants. The project scope of work and time frame are outlined in the RFQ. Submissions could be reviewed as early as our next meeting on 2/13/17.

The goal would be to have a draft of amendments to the Zoning Regulations completed by December, 2017.

Ken asked that the RFQ include “at least one example of relevant projects”.

Jeff Larkin and Zoe Gordon expressed the interest of the WADC in staying involved with the project. The need for the involvement of the Development Review Board (DRB) was also discussed.

The Planning Commission will be proactive in involving the elected officials and stakeholders in the process. Problematic areas of the Zoning Regulations should be pointed out early on with examples and suggestions on how to change the noted regulation.

Ken and Becca gave Steve the go ahead to proceed with advertising the RFQ and circulating it to consultants that might be interested in submitting their qualifications.

ENERGY PLANNING STANDARDS

Steve gave an update that the Select Board, at their meeting this evening, approved making the request to the Central Vermont Regional Planning Commission (CVRPC) to provide technical

assistance to Waterbury to address the energy planning standards included in Act 174, the Energy Development Improvement Act.

The specific timeline was discussed related to the energy planning deadlines and incorporation of the local plan into the Energy Chapter in the Waterbury Municipal Plan.

DISCUSSION OF FUTURE DEVELOPMENT STUDY FOR THE VILLAGE OF WATERBURY

One element of this study is the possibility of increasing the wastewater capacity and extending the system to areas outside of the current Village which requires annexation.

Skip Flanders, by email, extended an offer to the Planning Commission to keep them apprised of the work on the Village wastewater extension feasibility study. Getting it funded is the first step. The Sewer & Water Commissioners are putting together a request for Village voters to approve the cost of a study. This would go to the voters at the March, 2017 Village Meeting.

Ken would like to know to what extent there is collaboration between the Trustees and the Sewer & Water Commissioners. Ken would like to invite Skip to a meeting after the Village votes. Steve will also apprise Bill Shepeluk and keep him involved in the discussion.

PLANNER'S REPORT

1. An updated Zoning Administrator's report was handed out.
2. Ivy Computer received their approval from the Public Service Board for the expansion of their solar panel array.


APPROVAL OF MINUTES

There was not a quorum present to approve prior minutes.

ADJOURNMENT

The meeting was adjourned at 08:50 p.m.

Respectfully submitted,


Patti Spence
Secretary

Next meeting: January 23, 2017