

WATERBURY PLANNING COMMISSION

Approved Minutes

Monday, November 25, 2019

Planning Commission: Mary Koen (Vice-Chair), Martha Staskus, Katya D'Angelo

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

Public: Billy Vigdor, Conservation Commissioner, Judy Foregger, Dave Lachtrupp

The Vice-chair opened the meeting at 7:02 p.m. in the Steele Community Room in the Municipal Center located at 28 S. Main Street.

AGENDA REVIEW AND MODIFICATIONS

There were no modifications to the agenda.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

There were no announcements. Billy Vigdor said that he was in attendance on behalf of the Conservation Commission to understand more about the process of drafting the Unified Development Bylaws.

REVIEW OF MINUTES

MOTION:

Katya D'Angelo moved and Martha Staskus seconded the motion to approve the minutes of November 11, 2019 as amended.

Vote: The motion was approved 3 – 0.

DISCUSS DRAFT HISTORIC OVERLAY DISTRICT BYLAW AMENDMENTS

Steve distributed draft #1 of the bylaw amendments and associated Planning Commission report dated 11/25/19. He explained that the edits incorporated into this draft are the changes previously agreed on by the Planning Commission plus changes reflecting the decision to make these regular bylaw amendments rather than interim bylaws. The following comments/edits were made to the draft report:

- *Steve will check on the use of the hyphen in the name of the Waterbury Center – Village Park Historic District.*
- *Page 2, goal one, ends with 2 periods; should it be 1 or 3 periods?*
- *Page 3, shift the title “Chapter 11, Land Use” to the third page.*
- *Fix the font sizes so they are consistent throughout the report.*

The flowing comments/edits were made to the draft bylaw amendments:

Section 1602 Establishment of District Boundaries

1. Mary questioned the use of the word “survey”. Steve explained the nomination process to make a property “eligible” for historic designation. The result of this process is that a property is “listed” on the State and sometimes the National Register of Historic Places. The words “listing” and “re-listing” were added to the text.

2. A reference to “the survey and listing that establishes a new district” was added.
3. The last sentence of this section was changed adding: “...in order to be incorporated.”

Section 1608 Demolition

1. Martha suggested a statement, such as a purpose statement, that references “demolition by neglect”. This may give the Development Review Board (DRB) some leverage in a review of an historic property. Language from the Burlington comprehensive development ordinance that was distributed and a sentence was added to Section 1601, Purpose, as noted below.

Section 1601 Purpose

1. Language was added from the City of Burlington Comprehensive Development Ordinance regarding Demolition by Neglect, at the end of the purpose statement to help prevent the deterioration of historic structures

Section 1610 Administrative Approval

The advisory role that is proposed for the DRB is similar to an Historic Preservation Commission or Design Review Board in other municipalities. The PC discussed a similar role that our DRB fulfills in advising the Zoning Administrator regarding exemptions from site plan review. An example of administrative review from the Montpelier Unified Development Regulations under the Design Review section was discussed. In Waterbury, the DRB serves as both the advisory and regulatory board in our current Downtown Design Review bylaws.

The next steps for the draft bylaw amendments was discussed. It was agreed to have Steve try to get a discussion of the proposed bylaw amendments on the agenda for a Select Board meeting after December 2nd, possibly on December 16th. This will be an opportunity to review the proposed bylaw amends with the Select Board and get their input before scheduling a Planning Commission public hearing. Steve will distribute a revised draft #1 incorporating all the changes from this meeting, during the week of December 2nd.

DISCUSS DRAFT UNIFIED DEVELOPMENT BYLAWS, CHAPTER 3

Steve provided an overview of the draft Sub-section 3.3.2, the Dimensional Table with a focus on the minimum lot sizes and the minimum square footage or acreage per dwelling unit by proposed zoning district. The concept was reviewed for “lot size averaging” in the rural zoning districts where the minimum lot size is smaller than the minimum amount of acreage per dwelling unit. Action: Steve offered to bring the maps from the future development study of Waterbury village that the Planning Commission did in 2016 to the 12/9 meeting.

The following comments were provided and discussed:

Judy Foregger is concerned because the property she owns off Loomis Hill Rd. will be changed from the Medium Density Residential zoning district to the proposed Rural zoning district and the minimum acreage per dwelling unit will be increased from two to five acres. She feels this is unfair. Steve explained that the minimum lot size will stay the same and the reduction in overall density for the large rural parcels is supported by the 2018 Municipal Plan. It was mentioned that the density allowed under the current zoning far exceeds the capacity of the rural road network and the natural resources present in these areas.

Dave Lachrupp brought up a document Chris Nordle had sent to the PC in March, 2019. The

comments in this memo should be reviewed again. One issue is that the current draft Unified Development Bylaws do not allow road rights-of-way to be included in the minimum lot size. This will make some existing lots that were created under the current Zoning Regulations non-conforming. Steve agreed to re-circulate Chris Nordle's letter to the PC prior to the next meeting.

At the December 9th meeting we will pick up with review of the Dimensional Table. Steve will prepare a lot yield comparison on some of the larger parcels in the rural districts that have been changed by moving the lot to another district. Mary asked for an analysis of the tourism business in the Route 100 district as well. Martha offered to assist with doing a Geographic Information System (GIS) analysis of the current and proposed zoning maps. Steve will get the GIS data files to Martha for this effort.

OTHER BUSINESS

1. The public meeting for the Community Center Feasibility Study was held on November 19th and Katya and Steve were in attendance. The architectural consultants reviewed the feasibility of eight sites and they were narrowed down to two primary locations that will have further study. The dates for the next two public meeting are Dec. 17th, 6:00 p.m. and Feb. 4th, 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 9:10 p.m.


Respectfully submitted,