

**Burlington Planning Commission  
Ordinance Committee**

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Alexander Friend  
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**Burlington Planning Commission**

Ordinance Committee Meeting Minutes

**Thursday, October 4, 2018 @ 5:15 PM**

Planning & Zoning Conference Room, Ground Floor, City Hall

Attendance

- **Committee Members:** Alexander Friend (AF), Leo Sprinzen (LS), Bruce Baker (BB), Austin Hart (AH)
- **Absent:** Andy Montroll (AM)
- **Public:** none
- **Staff:** Scott Gustin, Mary O’Neil (Planning & Zoning), Kim Sturtevant (City Attorney’s Office)

**1. Discussion of “Dwelling Unit” as defined in Article 13 of the CDO.**

Attorney Sturtevant overviewed the proposed correction to replace “family” with “residential” in the definition of dwelling unit. The terms “single family dwelling,” “dwelling unit, single detached,” and “multi-family, attached dwelling” will need to be revised likewise.

Ordinance Committee members recommended sending the amendment to the full Planning Commission for review and adoption.

**2. Other Business**

Attorney Sturtevant noted that a change in Sec. 2.3.2, *Appointment*, is needed in order to decouple the Planning & Zoning Director position from that of the Zoning Administrative Officer. The Ordinance Committee concurred and recommended sending an amendment to the full Planning Commission for review and adoption.

**3. Adjournment**

The Committee adjourned at 6:00 PM.

