

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

*Andy Montrroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur*



Burlington Planning Commission Tuesday, November 27, 2018, 6:30 P.M. Conference Room 12, City Hall, 149 Church Street Minutes

Members Present	A Montrroll, B Baker, Y Bradley, A Friend, E Lee, J Wallace-Brodeur
Members Absent	H Roen
Staff Present	M Tuttle, D White, S Draper, B Lowe

I. Agenda

Call to Order	Time: 6:34pm
Agenda	Approved As Is

II. Public Forum

Name	Comment	Commission Action?
Cynthia Rubin	Learn more about planBTV before the public hearing next week	

III. Report of the Chair

A Montrroll	<ul style="list-style-type: none">No Report
-------------	---

IV. Report of the Director

D White	<ul style="list-style-type: none">Continuing work on permit reform, will be discussing later on the meeting
---------	---

V. Public Hearing: Proposed ZA-19-05 Density Calculations

Action: Refer the amendment to Council with recommendation		
Motion by: A Friend	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Type: Discussion	Presented by: D White	
Discussion/Notes: Purpose is to provide additional detail regarding method for calculating permitted density on a lot, to incorporate language into this calculation consistent with Article 13 Definitions, and to update the methodology for calculating nonresidential density. <ul style="list-style-type: none">This amendment was previously forwarded to the City Council (ZA-18-04) but has expired. The City Council Ordinance Committee has sent it back to Planning Commission to restart the clock.		

This agenda is available in alternative media forms for people with disabilities. Individuals with disabilities who require assistance or special arrangements to participate in programs and activities of the Dept. of Planning & Zoning are encouraged to contact the Dept. at least 72 hours in advance so that proper accommodations can be arranged. For information, call 865-7188 (865-7144 TTY). Written comments may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401.

VI. Public Hearing: Proposed ZA-19-06 Article 7 Sign Ordinance

Action: Refer the amendment to Council with recommendation		
Motion by: Y Bradley	Second by: B Baker	Vote: Approved 4-2, E Lee & A Friend opposed
Type: Discussion	Presented by: D White	
Discussion/Notes: Purpose is a comprehensive update to the city's sign regulations to create a more prescriptive and objective series of sign types by which to regulate the dimensions, number, size, location, lighting, and general design of each type and assure content neutrality. <ul style="list-style-type: none"> • City Attorney's office suggest striking "hand-produced" in the definition of mural, unless it is the intention to only allow "hand-produced" art, and no other forms. • Commissioners disagree on this issue, particularly regarding whether it should/would preclude types of art like photography. Before voting to forward the amendment, the Commission approved a motion by Y Bradley, seconded by B Baker to strike "hand-produced."		

VII. Proposed CDO Amendment: Commercial Uses in E-LM

Action: Approve the Municipal Bylaw Amendment Report and warn for public hearing		
Motion by: E Lee	Second by: Y Bradley	Vote: Approved Unanimously
Type: Presentation & Discussion	Presented by: M Tuttle	
Discussion/Notes: Over the past few months, the Planning Commission has received several requests to reconsider the allowable commercial uses in the Enterprise-Light Manufacturing district. The purpose of the proposed amendment is to permit additional commercial uses in certain parts of the E-LM zoning district consistent with the vision for the South End articulated in the draft <i>planBTV: South End Master</i> plan. This includes: <ul style="list-style-type: none"> • permitting banks • removing the limitations on performing arts centers • establishing requirement that a majority of the gross floor area on a lot south of Home Avenue be an industrial/manufacturing/warehouse use. 		

VIII. 2019 Update to planBTV

Action: No Action Required		
Motion by:	Second by:	Vote:
Type: Discussion	Presented by: M Tuttle	
Discussion/Notes: Staff and Commissioners have been using email and social media platforms to share information about the plan. Informal activities have also included attending coffee hours, Conservation Board, NPA's and other organizations' events to discuss the plan. Staff has also been in communication with the city councilors, offering a collaborative approach to help spread the word to their wards for the Council's hearings in the spring. Edits that have been suggested based on discussions: <ul style="list-style-type: none"> • Adjusting parts of the future land use map along East Ave to reflect a residential future land use type for existing residential structures on the west side of the street. • Clarifying the language around "amenities" on the edges of the institutional zone that can offer a connection between the institutions and neighborhoods, i.e. Redstone Green, community gardens. Staff will provide a document of comments and suggestions made, and ways that they could be addressed, after the public hearing.		

IX. Permit Reform

Action: Provide a recommendation for consideration by the City Council		
Motion by:	Second by:	Vote:
Type: Presentation & Discussion		Presented by: D White, B Lowe
Discussion/Notes:		
<ul style="list-style-type: none"> • B Lowe presented notes from the City Council discussion on permit reform. The council had strong support for merging the zoning function with trades and inspections. Councilors continued discussion on the merger of Planning and CEDO and raised concerns regarding: Planning Commission authority over CEDO, Planning Director appointment process, future funding challenges, perspective compatibility (long term v. short term goals), dilution of CEDO's social equity mission, obstruction of economic/ development priorities, heavy focus on development, and loss of independent long term view. • D White presented information on how Planning and CEDO overlap, and merging the two departments is a stronger option than other organizational options. • Commissioners are not supportive of changing the appointment process of the department head, and are concerned of the risks that may be associated with splitting changing Planning's functional role. Will continue the discussion in a special meeting. 		

X. Committee Reports

Executive	No Report
Ordinance	No Report
Long Range	Meeting on 11/27 was canceled for lack of quorum

XI. Commissioner Items

<i>planBTV: Comprehensive Plan</i>	Draft Update Presentation & Public Hearing is on December 5, 2018 at 6:30pm in Contois Auditorium.
Next Meeting	December 11, 2018 @ 6:30pm in Conference Room 12, City Hall.
Special Meeting	Potential special meeting on January 9 or 14.

XII. Minutes & Communications

Action: Approve Minutes and Accept communications		
Motion by: A Friend	Second by: Y Bradley	Vote: Approved Unanimously
Changes to Minutes: N/A		
Communications Filed:		
<ul style="list-style-type: none"> • Letter from VTrans regarding traffic impact from the redevelopment of the former Blodgett Oven Factory • Hearing Notice from Burlington City Council for monetary damages to individual property owners as a result of the Champlain Parkway project • Request for potential adjustments to Article 14 of the Zoning Ordinance 		

XIII. Adjourn

Adjournment		Time: 9:00pm
Motion: E Lee	Second: J Wallace-Brodeur	Vote: Approved Unanimously



Signed: December 13, 2018

Andy Montroll, Chair



Shaleigh Draper, Planning and Zoning Clerk