

Burlington Planning Commission

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



Burlington Planning Commission

Tuesday, July 24, 2018, 6:30 P.M.
Conference Room 12, City Hall, 149 Church Street
Minutes

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

I. Agenda

Call to Order	Time: 6:35 pm
Agenda	Approved As Is; B Baker chaired

II. Public Forum

Name	Comment	Commission Action?
No members of public spoke		

III. Report of the Chair

B Baker	<ul style="list-style-type: none">No report
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IV. Report of the Director

D White	<ul style="list-style-type: none">Planning & Zoning office has been focused on ordinance amendments, the master plan, permit reform, and exploring ideas and data on new organizational structuresWorking on bigger picture parking amendments in the downtown area
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V. Proposed CDO Amendment: Density Calculations

Action: Reapprove the Municipal Bylaw Amendment and forward to City Council		
Motion by: E Lee	Second by: A Friend	Vote: Approved Unanimously
Type: Discussion	Presented by: S Gustin	
Discussion/Notes: S Gustin explains the basis of the amendment was an attempt to eliminate wording about rounding, but now is a number of clarifications on the method for calculating density.		

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VI. Proposed CDO Amendment: Additional Residential Units in RL

Action: Approve Municipal Bylaw Amendment Report and warn for public hearing		
Motion by: Y Bradley	Second by: E Lee	Vote: Approved Unanimously
Type: Discussion	Presented by: S Gustin	
Discussion/Notes: S Gustin explained this was a long-lasting provision that has been requested to be removed. Analysis shows there are few properties that would qualify based on solely density and lot size, so keeping or deleting the provision will not make a significant impact on the number of housing units city-wide. Staff and Ordinance Committee recommends to delete the provision for clarity and transparency. The Commission agreed that the provision does not support the objective of having a clear and predictable ordinance.		

VII. Proposed CDO Amendment: Parking Amendments

Action: Approve the Municipal Bylaw Amendment Report and warn for public hearing		
Motion by: H Roen	Second by: A Friend	Vote: Approved Unanimously
Type: Discussion	Presented by: S Gustin	
Discussion/Notes: Four amendments to the parking standards including the addition of terminology of "Art Gallery/Studio" to update Table 8.1.8-1, to update Table 8.1.8-1 to include parking requirements for small daycares and preschools that are consistent with the requirements for large daycares; to modify Sec. 8.1.14 to allow tandem parking for all dwelling units and to clarify its arrangement when used on multi-family sites; and to modify section 8.1.12 to allow parking within a front yard setback when the parking is within a driveway when there is room for at least one parking space beyond the setback. <ul style="list-style-type: none"> A concern was expressed about front yard parking. S Gustin clarified the amendment is not allowing anything new, just clarifying what is already allowed to ensure driveways must access at least one parking space beyond the setback. 		

VIII. Proposed CDO Amendment: Sign Ordinance

Action: Commission requested additional information from staff for further discussion		
Motion by:	Second by:	Vote:
Type: Presentation & Discussion	Presented by: D White	
Discussion/Notes: Goal is for the sign ordinance to be more content neutral, with objective standards for sign types, and to be consistent, clear, and predictable. <ul style="list-style-type: none"> Wrestling with how to regulate murals. One option is to categorize by "non-commercial" and "commercial" and exempt murals that do not contain any commercial language/message. If it does contain a commercial message/language, then strictly prohibit them. Another option is to regulate and allow all murals and create a sign type for murals that describes what is allowed. Commission suggests considering a third option: no regulation for murals that do not contain commercial messages/language, and if it does then to create a set of standards to regulate murals with commercial messages/language Questions were raised including, what should be considered a commercial message? How specific should that be? Text or images? Do we regulate text? Do we regulate the size, height, amount of text that is allowed on the mural? How much of the mural can be dedicated to the commercial message? Should we regulate something that people are paying to create? Commission requested information on these questions for further discussion, including examples of other city's ordinances and regulations on murals. 		

IX. 2019 Update to planBTV

Action: Item deferred to a future meeting due to loss of quorum.		
Motion by:	Second by:	Vote:
Type: Presentation & Discussion		Presented by: M Tuttle
Discussion/Notes: N/A		

X. Committee Reports

Executive	No Report
Ordinance	No Report
Long Range	Will discuss next steps for South End Plan in August.
Other	

XI. Commissioner Items

Next Meeting	August 14, 2018 @ 6:30pm in Conference Room 12, City Hall
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XII. Minutes & Communications

Action: Approved Minutes & placed communications on file		
Motion by: A Friend	Second by: E Lee	Vote: Approved Unanimously
Changes to Minutes: N/A		
Communications Filed: <ul style="list-style-type: none">Advanced Notice of 43 Elmwood Street Certificate of Public Good		

XIII. Adjourn

Adjournment	Time: 8:09 pm	
Motion: A Friend	Second: E Lee	Vote: Approved Unanimously



Signed: August 17, 2018

Bruce Baker, Vice-Chair



Shaleigh Draper, Planning and Zoning Clerk