

## Burlington Planning Commission

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Lee Buffinton  
Emily Lee  
Andy Montroll  
Harris Roen  
Jennifer Wallace-Brodeur  
Vacant, Youth Member



## Burlington Planning Commission

### REGULAR MEETING

Tuesday, November 12, 2013 - 6:30 P.M.

Conference Room #12, Ground Floor, City Hall, 149 Church Street

## AGENDA

Note: times given are approximate unless otherwise noted.

### I. Agenda

### II. Public Forum - Time Certain: 6:35 pm

The Public Forum is an opportunity for any member of the public to address the Commission on any relevant issue.

### III. Report of the Chair (5 min) – Yves Bradley, Chair

### IV. Report of the Director (5 min) – David E. White, Director

### V. Public Hearing: MDP-14-01 (30 min) – Time Certain 7pm

The Commission will hold a public hearing on the following proposed updates to the 2013 Municipal Development Plan:

- 2013 Climate Action Plan (adopted as reference)
- 2013 Open Space Protection Plan (adopted as reference)
- 2013 Municipal Development Plan Chapters
  - Introduction & Burlington Demographic Profile
  - Land Use Plan
  - Natural Environment
  - VIII. Energy Plan
  - Relationship to Other Plans

### VI. Downtown Parking Initiative (15 min)

The Commission will hear from city staff about a Downtown Parking Initiative, resulting from the work done during planBTV, that is under way for better management of existing parking resources.

*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.*

**VII. Proposed Amendment – Residential Parking requirements (15 min)**

The Commission will discuss a proposed amendment to the Comprehensive Development Ordinance to expand the Shared Use Parking District and change residential parking requirements to be calculated using # of bedrooms instead of units.

**VIII. Committee Reports (5 min)**

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**IX. Commissioner Items (5 min)**

**X. Minutes/Communications (2 min)**

The Commission will review minutes from the October 22, 2013 meeting.

**XI. Adjourn (8:00 p .m.)**



## **MEMORANDUM**

**TO:** Burlington Planning Commission Members  
**FROM:** Lee Krohn, CCRPC  
**DATE:** November 6, 2013  
**RE:** Comments on the Municipal Development Plan Amendments

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The City of Burlington has requested, per 24 V.S.A §4350, that the Chittenden County Regional Planning Commission reapprove its Municipal Development Plan in its entirety, including five updated chapters (Introduction, Land Use, Energy, Natural Environment, and Relationship to Other Plans), as well as two separate supplements that will be adopted by reference into the Plan (2013 Climate Action Plan, and 2013 Open Space Protection Plan). I have reviewed the proposal in accordance with CCRPC's plan review guidelines, and the Planning Advisory Committee will review the Plan amendments and Staff recommendation on November 20th and make their recommendation to the CCRPC Board. In the meantime, I offer the following comments for your public hearing:

Staff does not find that any amendments are needed for approval and confirmation of the process by the CCRPC. However, the following minor edits are recommended:

### Climate Action Plan:

- P. 12, top section/goal, last point: change "predicable" to predictable
- P. 14, last paragraph, third line: change "expansive" to expensive
- P. 16, first paragraph, first line: change "it's" to its
- P. 17, box @ bottom of page: finish the statement "Optimize the Joseph C. McNeil..."

### Land Use Plan:

- P. 1-9, first paragraph under Open Space Protection, last sentence... closes awkwardly. Perhaps change to "This is a fact that Burlington clearly recognizes, and from which it has long benefited."

### Natural Environment:

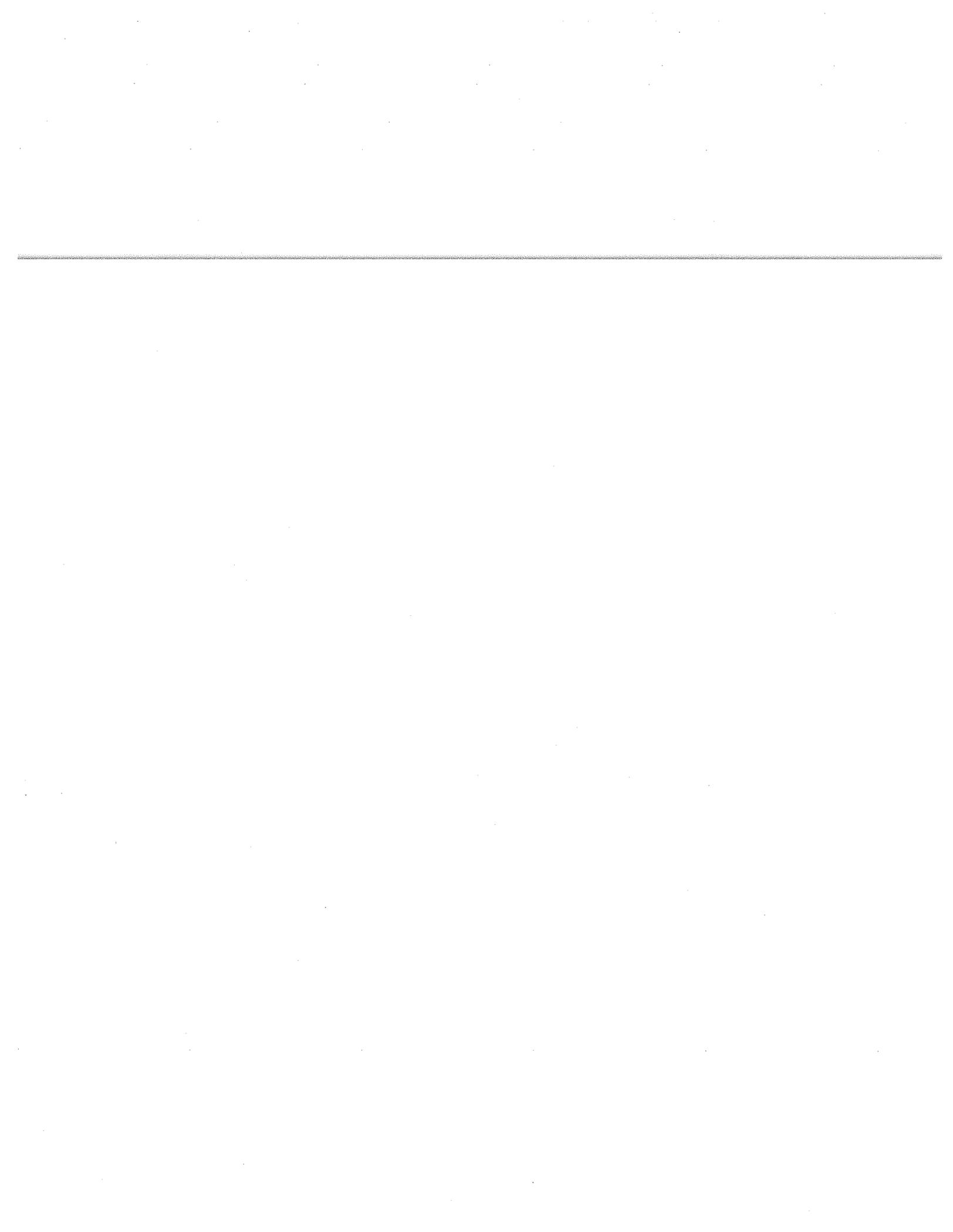
- P. 11-11: Third paragraph, last line about flood hazard areas: should this sentence be moved to the paragraph above, or be its own separate paragraph along with the last line on the page? It doesn't seem to fit in the paragraph about floodways, when the paragraph above talks about flood hazard areas...

### Energy Plan:

- Page VIII-2: Third paragraph, third line: change "hearing" to heating
- Page VIII-5, et al: should references to BED, GMCW, and Winooski One all be updated to be current? Georgia Wind is online; did BED buy Winooski One; did the VEPP contract get renewed or extended? Same question with reference to AMI deployment on page VIII-6.

### Relationship to Other Plans:

- Page 3, first paragraph: change "complimentary" to complementary





**CITY OF BURLINGTON  
DEPARTMENT OF PUBLIC WORKS**

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**Chapin Spencer**  
*DIRECTOR OF PUBLIC WORKS*

To: Planning Commission  
Fr: Chapin Spencer, Director  
Re: Downtown Parking Improvement Initiative

October 23, 2013

**REQUESTED COMMISSION ACTION:**

Vote to support the attached draft resolution and have it sent to the City Council for their consideration.

**BACKGROUND:**

Public Works is partnering with the Burlington Business Association and to undertake a major planning and implementation effort around enhancing the public/private parking system in the downtown/waterfront area. There are also many other entities, including the CCRPC and the Police Department, who are also engaged.

**PROBLEM STATEMENT:**

There are two main drivers for this effort:

- 1) Policy makers, business leaders and the public want a more user-friendly parking system. Following up from the parking management recommendations in PlanBTV, we've had numerous conversations with key stakeholders – and the interest in comprehensively exploring ways to improve the system has been very strong.
- 2) The current funding model for maintaining the garages is broken and must be urgently fixed. The Traffic Fund has had two years of deficit budgets and critical capital investments have been deferred. See the list of \$1M+ urgent capital needs on the attached page. The policy makers' and the public's appetite for raising more funds from parking will be dependent on our ability to lay out a compelling roadmap to an improved parking experience.

**DESIRED OUTCOMES:**

1. A concerted communications and outreach effort to engage the community in a dialogue around how the parking system can be improved

Non-Discrimination

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at 865-7145.

2. The implementation of short-term pilot projects in 2014 to try out new approaches and technologies while also raising additional revenue for critical capital improvements
  3. The completion of a downtown parking facilities assessment for City-owned parking garages by the end of 2014
  4. The development of a Parking Management Plan by March 2015 that will deliver long-term policy and operational recommendations for dramatically enhancing the public/private parking system
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#### **PATH FOR THE PROPOSED CITY COUNCIL RESOLUTION**

We are taking the attached draft City Council resolution on the Downtown Parking Improvement Initiative to various Committees and Commissions prior to bringing it to the City Council on November 18. We are looking for suggested edits and a vote of support at the following meetings:

- Oct 29<sup>th</sup>: CC Transportation Energy & Utilities Committee
- Oct 30<sup>th</sup>: DPW Commission
- Nov 5<sup>th</sup>: Police Commission
- Nov 12<sup>th</sup>: Planning Commission
- Nov 18<sup>th</sup>: City Council

#### **CAN YOU ATTEND THE DOWNTOWN PARKING SUMMIT?**

In an effort to continue improving the downtown parking system in Burlington, Public Works, in partnership with the BBA and the City's Community and Economic Development Office (CEDO), will be holding a downtown parking summit next month. The summit will be held on November 13 from 7:30-11:30am at the Burlington Hilton and feature a keynote speech by Jeffrey Tumlin, a nationally-renowned parking expert and principal at Nelson/Nygaard Consulting Associates.

We are hoping to have good attendance from the various commissions at this upcoming summit. If you would like to attend, please let me know. Please click [here](#) to learn more about and to register for the summit.

**Downtown Parking Garages  
Needed Capital Work**

Item	Preliminary Estimated Costs
A. Full Structural Assessment of Marketplace (1976) and College Street (1985) Parking Garages	\$ 110,000
B. Marketplace Garage two bridge support repairs and horizontal beam repair Design & Construction	\$ 82,500
C. College Street Garage Replace existing high pressure sodium lighting with LED or Induction Lighting	
LED	\$ 107,100
Induction	\$ 62,150
D. Marketplace Garage: Deck patching potholes	
Drive lanes	\$ 120,000
Parking Lanes	\$ 205,000
E. Marketplace Garage: Deck sealing Hydrozo Silane 40 126,100 square feet of deck surface at \$.88/sf	\$ 126,050
F. College Street Garage: Replace rotting cast iron floor drain system. Needs pricing out	<div style="border: 1px solid black; width: 150px; height: 20px;"></div>
G. College Street Garage: Repair/replace sealants between concrete deck planks to stop water leaking Needs pricing out--Minimum placeholder	\$ 350,000
H. All Parking Facilities: Internal wayfinding signage	\$ 60,000
Totals.....	\$ 1,160,650

**DRAFT: For Discussion Only**

**Resolution Launching the Downtown Parking Improvement Initiative**

Version 10-23-13

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~~Target Date: November 18, 2013 Council Meeting~~

**Proposed Council Sponsor: City Council Transportation, Energy & Utilities Committee**

**WHEREAS** Plan BTV reported that Burlington's parking system, including both public and private parking, is not fully utilized; and

**WHEREAS** the Department of Public Works reports its Traffic Fund lacks sufficient funds to adequately maintain its downtown garages and the facilities have therefore suffered from years of delayed capital investment; and

**WHEREAS** downtown/waterfront business owners, visitors, customers, and employees periodically report mediocre to negative experiences when using Burlington's downtown parking system; and

**WHEREAS** downtown Burlington's future vitality depends a parking system that is managed and operated to improve efficiency, to enhance the customer experience and to better maintain our diverse parking infrastructure; and

**WHEREAS** a highly-efficient parking management system may minimize the needed parking footprint and maximize space for other uses in our dense, vibrant core; and

**WHEREAS** PlanBTV calls for "a comprehensive approach to parking management" and goes on to say that "building more parking is extremely costly and can take many years to see results. Therefore, managing the parking resources that we already have more efficiently must be our immediate priority to mitigate and/or reduce demand as much as possible"; and

**WHEREAS** Plant BTV further suggests that there "is a real and immediate opportunity for a public/private partnership possibly working in partnership with the expanded Business Improvement District who could play a key role in the overall management of downtown parking facilities"; and

**WHEREAS** representatives from the Department of Public Works, the Burlington Business Association and the Community & Economic Development Office have been meeting to explore both short-term and long-term strategies to improve the downtown/waterfront parking system over the past six months; and

**WHEREAS** the outreach to over 50 downtown business leaders and stakeholders has demonstrated significant support for a focused effort on enhancing the downtown/waterfront parking system; and

**WHEREAS** this resolution has been reviewed by and received support from the City Council Transportation, Energy & Utilities Committee, the Public Works Commission, the Police Commission, and the Church Street Marketplace; and

**WHEREAS** the recent Downtown Parking Summit, hosted in partnership with the BBA, brought together over a hundred stakeholders to explore ways we can improve the system;

**NOW THEREFORE BE IT RESOLVED** the City Council establishes a collaborative public/private Downtown Parking Improvement Initiative with a vision of a managed parking system that delivers a positive experience for customers and reinforces the downtown's and waterfront's vitality well into the future; and

**BE IT FURTHER RESOLVED** that the mission of the Downtown Parking Improvement Initiative is to listen, learn, and experiment so that stakeholders can identify and propose new and improved ways to manage, operate and maintain Burlington's public and private parking assets in the city's core.

**BE IT FURTHER RESOLVED** that the Downtown Parking Improvement Initiative will fulfill its mission by achieving these outcomes:

- Facilitate a public dialog about the downtown/waterfront parking system and inform stakeholders in the larger community about improvements to the parking system
- Complete an assessment of the City's downtown parking infrastructure including maintenance needs, expected lifespan, and capital improvement needs
- Recommend, implement and evaluate a series of pilot projects to test the impact of changes to the downtown public/private parking system that are in line with the Initiative's mission and collecting data from those pilots to inform future efforts
- Create a Parking Management Plan based on input from the public, area businesses and national parking experts; and

**BE IT FURTHER RESOLVED** that there shall be a Working Group that will closely manage the initiative and shall have at least one representative from the following entities:

- Burlington Business Association
- Department of Public Works
- Community & Economic Development Office
- Police Department; and

**BE IT FUTHER RESOLVED** that an **Advisory Committee** shall be established to provide strategic direction and include the following representatives:

- Two business owners, managers or officials from the Church Street Marketplace selected by the Church Street Marketplace Commission
- Two business owners or managers from the downtown / waterfront area outside of the Church Street Marketplace selected by the Burlington Business Association
- Two downtown residents selected by the Mayor
- Two stakeholders representing cultural, educational or non-profit entities with a presence in the downtown / waterfront area selected by the Mayor
- A City Councilor selected by the City Council
- A Public Works Commissioner selected by the Public Works Commission
- A Regional Planning Commission official selected by the CCRPC; and

**BE IT FURTHER RESOLVED** that the Advisory Committee shall vote to elect a **Chair** and **Vice Chair** at their first meeting; and

**BE IT FURTHER RESOLVED** that the Advisory Committee shall meet at least quarterly and undertake the following tasks:

- Provide input on proposed short-term pilot projects and review after-implementation results
- Finalize the consultant selection for the Parking Management Plan by a vote of the majority of the Advisory Committee members
- Provide policy guidance on key issues in the development of the Parking Management Plan
- Have members serve as liaisons in outreach and communication efforts
- Send the Parking Management Plan forward to the City Council once a majority of the Advisory Committee members vote affirmatively that the plan is ready for adoption

**BE IT FURTHER RESOLVED** that the Downtown Parking Improvement Initiative will complete the downtown parking facilities assessment no later than the end of 2014

**BE IT FURTHER RESOLVED** that the Downtown Parking Management Plan be presented to the City Council for adoption no later than March 2015.

# ***Burlington Comprehensive Development Ordinance***

## **PROPOSED: ZA-14-07-Residential Parking Standards**

*As proposed by PC OC on September 5, 2013*

Changes shown (underline to be added, strike-out to be deleted) are proposed changes to the Burlington Comprehensive Development Ordinance.

Purpose: Change parking requirements calculations for residential uses, basing the calculation on the number of bedrooms instead of units. The change is intended to increase the affordability of housing units by reducing the required parking requirements in downtown and the shared parking districts, as well as incentivizing the creation of smaller units.

### **Sec. 8.1.3 Parking Districts**

The demand for parking is highly dependent on the context within which a given use or structure is located. Factors such as proximity to other related uses, availability of public transportation, the density of land uses, and the ability to share parking with nearby uses are all factors which influence the demand for individual and dedicated off-site parking. For the purposes of this Article, the following three (3) Parking Districts as illustrated in Map 8.1.3-1 are hereby created:

#### **(a) Neighborhood Parking District:**

This parking district establishes the baseline of parking requirements throughout the city where the demand for offsite parking is largely dependent on the needs and characteristics of an individual site or land use.

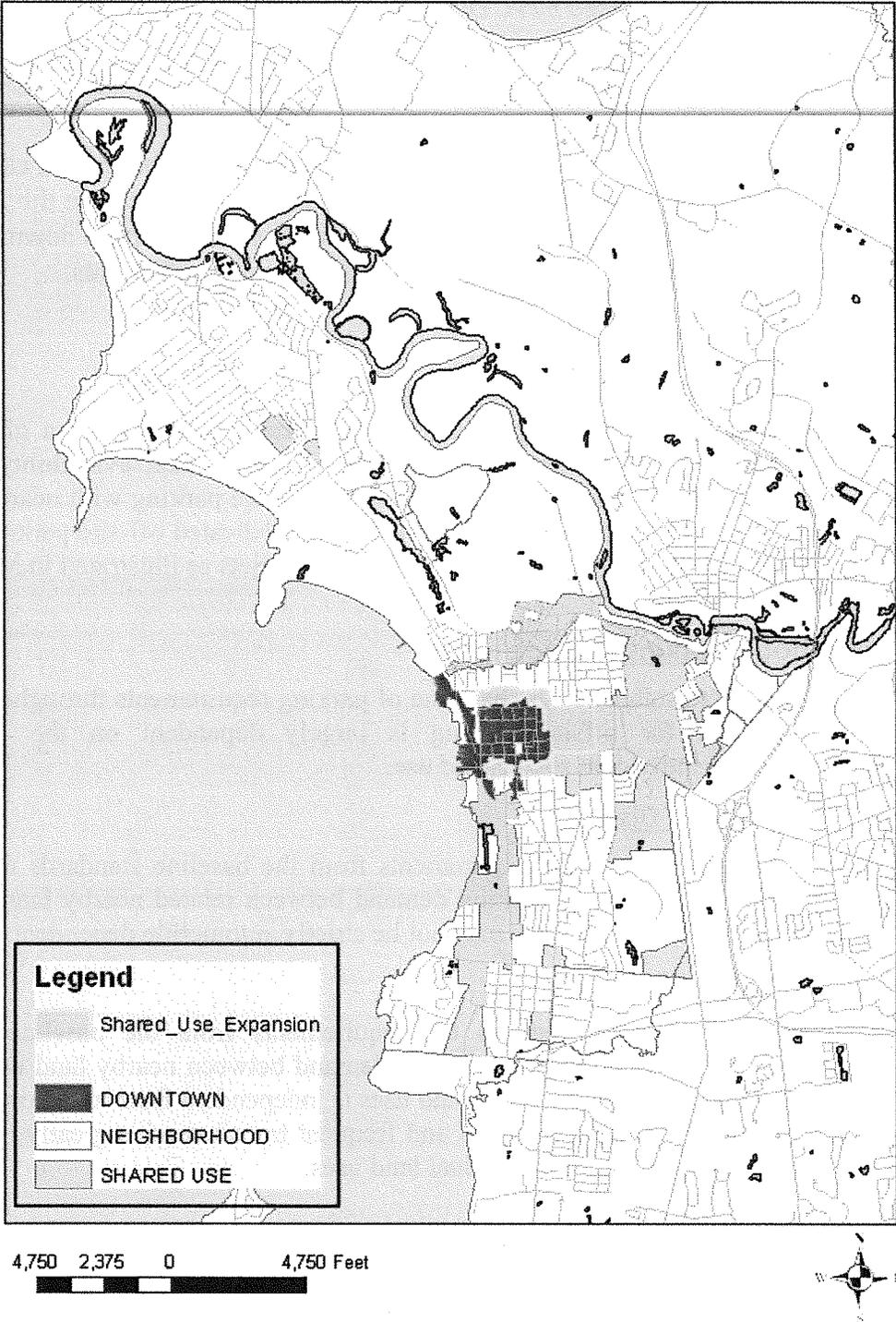
#### **(b) Shared Use Parking District:**

This parking district reduces the requirements from the baseline standards recognizing that opportunities exist to share parking demand between related nearby land uses, and that travel to and between these uses may not be strictly automobile dependent.

#### **(c) Downtown Parking District:**

This parking district further reduces the requirements from the baseline standards recognizing that extensive sharing of parking demand between nearby land uses occurs; that a majority of travel to and between land uses is independent from an automobile; and that an array of public parking facilities and frequent transit service greatly reduces the need for independent parking for individual land uses.

# Burlington Comprehensive Development Ordinance Parking Districts



Map 8.1.3 - 1 Parking Districts

### **Sec. 8.1.4 Existing Structures**

Any structure or land use lawfully in existence prior to the adoption of this ordinance shall not be subject to the requirements of this Article as long as the kind or extent of use is not changed, and provided further that any parking facilities now serving such structures shall not in the future be reduced below such requirements. In the event that the kind or extent of use is changed, current parking requirements shall apply if the change results in a greater parking requirement than existing.

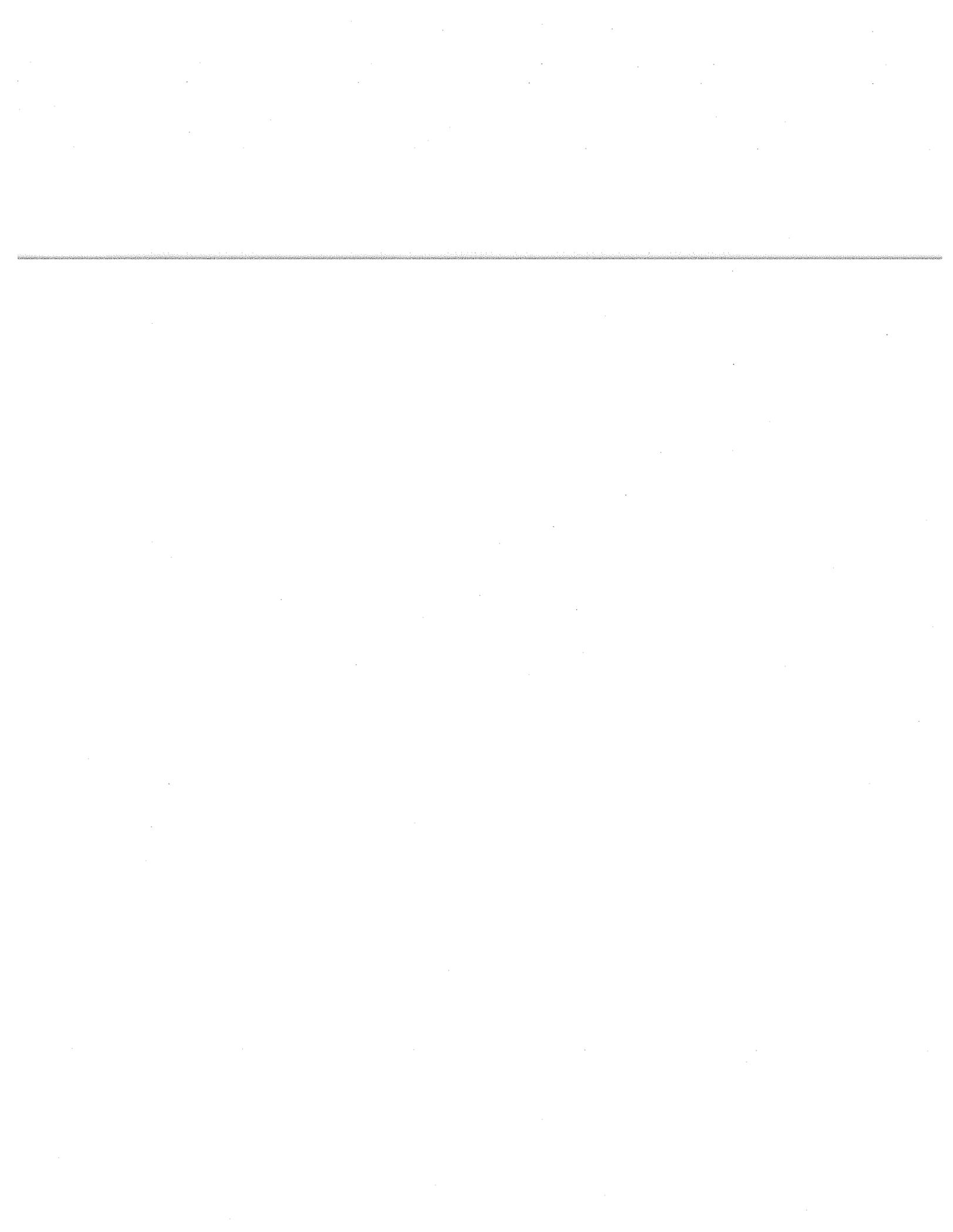
### **Sec. 8.1.8 Minimum Off-Street Parking Requirements**

Parking for all uses and structures shall be provided in accordance with Table 8.1.8-1.

- (a) Where no requirement is designated and the use is not comparable to any of the listed uses, parking requirements shall be determined by the DRB upon recommendation by the administrative officer based upon the capacity of the facility and its associated uses.
- (b) When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.

<b>Table 8.1.8-1 Minimum Off-Street Parking Requirements</b>		
	<b>Neighborhood Districts</b>	<b>Shared Use Districts</b>
<b>RESIDENTIAL USES</b>	<b>Per Dwelling Unit except as noted</b>	
Multi-unit attached dwelling units, studio units or 1-bedroom dwelling unit.	2	4
Single Family detached and Duplex	2	2
Studio/1 Bedroom	1	0.33
2 Bedrooms	2	1
3 Bedrooms	2	1.5
4 Bedrooms	2	2
5+ Bedrooms <sup>1</sup>	<u>3 + 1 per additional bedroom &gt;5</u> 2	<u>3 + 1 per additional bedroom &gt;5</u>
<b>RESIDENTIAL USES - SPECIAL</b>	<b>Per Dwelling Unit except as noted</b>	

<sup>1</sup> 1 parking space per additional bedroom shall not apply to an affordable housing unit or a dwelling unit occupied by a family as either are defined in Article 13: Definitions.



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## Burlington Planning Commission Minutes

Tuesday, October 22, 2013 - 6:30 pm

**Present:** Y. Bradley, L. Buffinton, A. Montroll, H. Roen, B. Baker

**Absent:** E. Lee, J. Wallace-Brodeur

**Staff:** S. Thibault, D. White, E. Tillotson

### I. Agenda

No changes.

### II. Public Forum

Y. Bradley: Opened the public forum at 6:35 pm.

P.J. McHenry: Has questions needing clarification re: the zoning ordinance. He would like clarification of the descriptions of performing arts studio and performing arts center. He knows that the center has permanent seating and has heard rumors about the number of performances allowed. He would like clarification about the descriptions and restrictions. The property that he is now using is in the ELM district and he wishes to adhere to the requirements.

D. White: Will respond in general that the difference is in the scale of the permits and suggests that a more in depth conversation with staff may help.

P.J. McHenry: He feels caught in the middle and wants to be sure that he adheres to the regulations.

D. White: As long as the business is open for someone to come in to purchase food or alcohol, some forms of entertainment, for instance, an art exhibit are allowed.

L. Buffinton: In a performing arts studio, can they set up chairs temporarily for public use?

D. White: Yes, the ordinance is flexible; a recital hall is an example.

P.J. McHenry: If the permit is not for a performing arts center are number of performances restricted?

D. White: No, an entertainment license is involved in that instance.

P.J. McHenry: He does have an entertainment permit for his business at 400 Pine Street, Arts Riot.

E. Hoekstra: He is in the early stages of a project in the RH zone. It is a great redevelopment site. He discusses shared use parking districts where in RH zone (high density) the parking requirement is two spaces per unit. It is just not possible to do that. There is potential for a parking waiver but that opens the door to possible appeals from the neighbors even parking is not an issue. He would encourage the Commission to try to advance the current amendment with potential changes for parking in the residential district. Using the number of bedrooms per unit makes much sense.

M. Tracy: Thanked the Planning Commission for their work. There was a great report from the Commission last night at the City Council meeting and the Council appreciated the commissioners' presence. Also, thanks to the Commission's receptivity in relation to the Dolans and their property

*As approved by the Burlington Planning Commission on November, 2013.*

issues on North Winooski Street. The last issue he wished to address is that he is very interested in supporting the arts community and specifically Arts Riot and other businesses that face challenges. There are more issues beginning to surface in the Pine Street area. Citizen Cider is trying to develop a tasting room in a Pine Street location and they want to be able to serve a full glass, not just a taste only. Bars are not allowed in that area and that may be a continuing issue of development since the businesses are not the same sorts as on Church Street. He would encourage the Planning Commission to get out ahead of this and examine what it might be able to facilitate.

D. White: This is an opportunity for great collaboration between the Council licensing committee and the Planning & Zoning dept. With the different groups working together it will be possible to allow for bars and restaurants in this zone. Some of the tensions between the diverse needs are apparent in several **zones and evolving rapidly creating huge opportunities. We may see areas develop in less than desirable ways unless we can enable good businesses to establish themselves via changes to the zoning regulations.**

H. Roen: It's important to keep the traditional **manufacturing uses as permitted.**

D. White: **Yes, but there is a need to maintain affordability for developing businesses and then allow for continuing expansion.**

P.J. McHenry: Is there a place to find more information on zones?

D. White: **Yes, the use table will provide for further direction.**

Y. Bradley: **The market has shifted. The type of jobs occurring here are desirable to residents so that they can walk and bike to work. At present the ordinance directs that after hours a resident of the south end has to go somewhere else for entertainment and evening activities. The south end is changing in lots of exciting ways, it is in its second wave, transitioning from manufacturing to new uses.**

D. White: **The Commission needs to develop a vision to incorporate the new uses.**

A. Montroll: **Have we applied for grant funding for the South End planning process?**

D. White: **Yes we have applied for a state Municipal Planning Grant for \$20,000.**

S. Thibault: **The Regional Planning Commission has placed \$100,000 in their budget for FY 2015. CEDO has an Area-Wide EPA grant with \$56,000 set aside for consultant work. We still need another \$150,000 to complete the budget.**

Y. Bradley: **He closed the public forum at 6:47pm.**

### III. Report of the Chair

The Chair presented the following report:

- **He participated in another very productive Form-Based Code Think Tank meeting which was a little less well attended than some previously. Form Based Code as well as other relevant issues were discussed with architects, realtors, and participants and the discussion was joined by Counselor Shannon as well. This is an ongoing process. Hats off to D. White and S. Thibault.**

### IV. Report of the Director

The Director presented the following report:

- He has been on vacation the last several weeks and consequently has nothing useful to offer.

### V. Proposed Amendment

D. White: This amendment was discussed in a September meeting where Champlain Housing Trust requested that a portion of this property be changed so that the complete property would be in

*As approved by the Burlington Planning Commission on , 2013.*

Neighborhood Activity Center zone instead of split between two zones which would make it particularly difficult to develop successfully.

A. Demetrowitz: Thank you for considering this proposed amendment. Champlain Housing Trust (CHT) has assembled some properties and proposes to develop 42 coop housing units. Most of the properties are in the NMU zoning district, but one of them is in the Residential Medium-Density (RM). The regulations require a 15 foot setback between zoning districts, which would make it very difficult for CHT to properly develop the parcel. The change will ensure a 15 feet setback from the neighbors instead of a 5 foot setback currently.

H. Roen: So these properties are now all one owner?

D. White: Yes, and they were zoned differently. The Planning Commission agrees with A. Demetrowitz that the change is appropriate for the neighborhood and the project. There will be expansion of the NMU zoning district and will also require an expansion of the Shared Use Parking district.

**On a motion by A. Montroll, seconded by B. Baker, the Commission unanimously warned a public hearing for ZA-14-05 on November 26, 2013.**

A. Montroll: Can lots be merged across districts?

D. White: There are very few instances where zoning boundaries split properties, and there are different set back requirements in different zones.

A. Montroll: Are there other problem places?

D. White: This does come up a lot. Separation is important for clarity of uses, it creates breathing spaces.

## VI. Requested Amendment

Y. Bradley: Councilor Shannon has endorsed this and the City Council has passed a resolution supporting this amendment.

S. Thibault: A copy of the actual proposed ordinance was given to you tonight and it does remove the parking requirement for cafes in the Shared Use parking district. The Council has had its first reading and they expect to see this back from the commission in early December. The Planning Commission is not required to hold public hearings, but both S. Thibault and the city attorney believe a public hearing is better.

**On a motion by A. Montroll, seconded by L. Buffinton, the Commission unanimously warned a public hearing for ZA-14-06 for November 26, 2013.**

## VII. Historic Building Materials

D. White: The City Council Ordinance Committee scheduled this at last week's meeting but they removed it from their agenda because neither S. Thibault nor D. White was available so it will be set up for a future hearing.

Y. Bradley: Is it normal for it to take this long?

S. Thibault: The downtown parking proposal has been with them even longer.

D. White: It has to do with the Council Ordinance Committee workload; they have lot of things on their plate. The have tried to take on the more simple zoning amendments.

Y. Bradley: Time kills deals.

H. Roen: What happens after a year?

D. White: The amendment has to come back to the Planning Commission.

*As approved by the Burlington Planning Commission on , 2013.*

**VIII. PC 2014 Meeting Schedule Approval**

On a motion by L. Buffinton, seconded by H. Roen, the Commission unanimously approved the regular meeting schedule for 2014.

**IX. Committee Reports**

Executive Committee – hasn't met.

Long Range Planning Committee – hasn't met.

Ordinance Committee – hasn't met.

**X. Commissioner Items**

L. Buffinton: Has two questions. The first is about the Residential High Density zone and parking, are we looking at this?

S. Thibault: It is with the Commission Ordinance Committee.

Y. Bradley: As part of the think tank process and group he believes the Planning Commission is pretty good at hearing the real time issues.

B. Baker: Is there a master list of zoning amendments with the status of each? Yes, K. Lerner is the keeper of this list.

L. Buffinton: The Planning Commission needs to have a complete list.

H. Roen: The Urban Agriculture Committee is ready to move too.

D. White: It was attacked in fits and starts and he doesn't know quite where it is now but will keep prodding.

L. Buffinton: What is the status of the waterfront in reference to act 250 and permitted activities on the waterfront?

D. White: There is pending litigation, as well as the City is seeking an amendment to the permit. The anticipation is that sometime this fall/winter it will come up again. Ultimately what is allowed is within the Act 250 process.

B. Baker: We have processed a lot of amendments; should there be new CDO copy for members?

D. White: Yes soon.

Y. Bradley: Thank you to all commissioners. He doesn't feel we are neglecting any needed discussion and feels that the Commission is much more nimble and timely in making decisions. He is proud of all of the evolved commission and hopes it feels good. Wonderful!

**X Minutes/Communications**

On a motion by A. Montroll, seconded by L. Buffinton, the Commission unanimously approved the minutes of October 8, 2013, with corrections and accepted the communications and placed them on file.

XI. **Adjourn**

On a motion by L. Buffinton, seconded by H. Roen, the Commission unanimously adjourned the meeting at 7:23pm.

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Yves Bradley, Chair

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Date

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Elsie Tillotson, recording secretary

*As approved by the Burlington Planning Commission on , 2013.*

