

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, May 19, 2020, 6:30 P.M.

Remote Meeting

Minutes

Members Present	Commission: A Montroll, H Roen, J Wallace-Brodeur, A Friend, B Baker, E Lee
Staff Present:	M Tuttle, D White

I. Agenda

Call to Order	Time: 6:32pm
Agenda	No changes

II. Public Forum

Name	Comment
A Magyar	Attending to listen to the plan for future meetings, specifically work on Short Term Rentals.

III. Chair's Report

A Montroll	Welcome back to the Planning Commission and to first virtual meeting, hope everyone is well.
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IV. Director's Report

D White	Provided during item V.
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V. Update on Department Work & Planning Commission Schedule

No Action		
Motion by:	Second by:	Vote:
Type: Update	Presented by: D White	
<p>D White shared that he and M Tuttle have been working from home since March 13 as the core of the City's Analytics Team to research and provide information to Mayor and Emergency Operations Center on the pandemic and recovery strategies. Anticipate staff will continue to work remotely, with some portion of time to the Analytics Team, and Commission meetings will take place virtually for the foreseeable future. City currently assessing its FY21 budget; unsure current status of funding for planned projects, but not able to request new staff per Commission's March direction.</p> <p>Regarding Housing Summit work, ZA-20-04 Minimum Parking was referred by Joint Committee on March 10, and is awaiting first read at Council—potentially late June/early July. Council has new Ordinance Committee, and will need to coordinate with Committee Chair to determine what capacity is to work on Short Term Rentals.</p>		

VI. Commissioner Items

Action: N/A		
Motion: NA	Second: NA	Vote: NA
- H Roen thanked staff and all City team for work they've done to respond to pandemic.		

VII. Minutes & Communications

Action: Approved the minutes and accepted the communications		
Motion by: E Lee	Second: A Friend	Vote: Approved Unanimously
Minutes Approved: March 10, 2020 Joint Planning Commission & City Council Meeting		
Communications Filed:		
- Communications Enclosed in packet		

VIII. Executive Session

Action: Convene an executive session at 7:00pm to discuss a personnel matter, with only Commissioners attending		
Motion by: E Lee	Second: H Roen	Vote: Approved Unanimously
Action: Adjourn executive session at 7:19pm		
Motion by: J Wallace Brodeur	Second: H Roen	Vote: Approved Unanimously
Action: Recommend to Mayor the reappointment of D White as Planning Director		
Motion by: A Friend	Second: H Roen	Vote: Approved Unanimously

IX. Adjourn

Adjournment		Time: 7:21 pm
Motion: J Wallace Brodeur	Second: H Roen	Vote: Approved Unanimously



Andy Montroll, Chair

Signed: June 12, 2020

Respectfully submitted by:



Meagan Tuttle, Comprehensive Planner