Burlington Planning Commission
Tuesday, July 27, 2021, 6:30 P.M.
Remote Meeting via Zoom, with City Hall In-Person Option

Minutes

Members Present | A Montroll, B Baker, Y Bradley, A Friend, E Lee, M Gaughan, B Martin
Staff Present   | D White, K Sturtevant
Attendance      | M Boardman, S Bushor (phone)

I. Agenda

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

II. Chair’s Report

A Montroll | Welcome to new Commissioners

III. Director’s Report

D White | Update/recommendation on M. Boardman zoning amendment request.
        | Update on STR “conversion” data requested by E Lee.
        | On vacation week of Aug 9 and 16

IV. Public Forum

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>M Boardman</td>
<td>Seeking Commission's Ordinance Committee to consider his request for greater flexibility with regard to the design standards regarding garages. B Baker moved Y Bradley seconded to send to Ordinance Committee. Unanimous</td>
</tr>
</tbody>
</table>

V. Public Hearing: Proposed CDO Amendment ZA-21-07 Heights, Dormers & Eaves

Action: Approve changes to proposed amendment, re-approve Municipal Bylaw Amendment Report, and refer to Council with recommendation

Motion by: Y Bradley | Second by: A Friend | Vote: Approved Unanimously
Type: Public Hearing, Action | Presented by: D White

The Chair opened the public hearing at 6:55pm and closed it at 7:00 pm with the following comments.

Public Comments:
• none

VI. Public Hearing: Proposed CDO Amendment ZA-21-08 Act 179 Changes

Action: Approve Municipal Bylaw Amendment Report and refer to Council with recommendation for adoption in order to comply recent statutory changes.

Motion by: A. Friend | Second by: B Baker | Vote: Approved Unanimously
Type: Public Hearing, Action  Presented by: D White

The Chair opened the public hearing at 7:07pm and closed it at 7:10 pm with the following comments.

Public Comments:
- S Bushor: BTV has different challenges that the rest of the state and the change to the number of bedrooms and adult occupants puts neighborhoods near the university at greater risk to conversion to investment property rather than families. Up to 8 adult occupants allowed in the two units.

Commissioner Comments:
- M Gaughan: Is there an opportunity to create incentives for the types of ADU’s we want instead of adding restrictions?
- A Friend moved, B Baker seconded: refer to Ordinance Committee. Unanimous

VII. Public Hearing: Proposed CDO Amendment ZA-21-09 Updates & Corrections to Article 14

Action: Approve Municipal Bylaw Amendment Report and refer to Council with recommendation.

Motion by: M. Gaughan  Second by: B. Martin  Vote: Approved Unanimously

Type: Public Hearing, Action  Presented by: D White

The Chair opened the public hearing at 7:37pm and closed it at 7:38 pm with the following comments.

Public Comments:
- none

Commissioner Comments:
- Y Bradley: Need to be careful about how much we require to be Shopfront as the market is simply not there now
- A Montroll: Proposal is applicable only to new street segments where mall redevelopment is planned and street activation is most important.
- M. Gaughan: Understands that a “Shopfront” does not prescribe a use so a residential lobby would also be acceptable

VIII. Annual Organizational Meeting

The Commission elected a chair, vice chair, and clerk for FY22 and appointed members to its Committees. All elections were unanimous

<table>
<thead>
<tr>
<th>Role</th>
<th>Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>A Montroll (Y Bradley nominator, A Friend)</td>
</tr>
<tr>
<td>Vice Chair</td>
<td>B Baker (Y Bradley nominator)</td>
</tr>
<tr>
<td>Clerk</td>
<td>Meagan Tuttle</td>
</tr>
<tr>
<td>Executive Committee At-Large Member</td>
<td>Y Bradley (M Gaughan nominator)</td>
</tr>
<tr>
<td>Long Range Committee Members</td>
<td>M Gaughan, B Martin, A Friend, R Crehan (CB), name (DRB)</td>
</tr>
<tr>
<td>Ordinance Committee Members</td>
<td>E Lee, B Baker, Y Bradley, J White (DAB), name (DRB)</td>
</tr>
</tbody>
</table>

IX. Commissioner Items

- Next Meetings are on Aug 10 and August 24 at 6:30pm.
- Cancel Aug 10

X. Minutes and Communications

Action: Approve the minutes and accept the communications

Motion by: M Gaughan  Second by: A Friend  Approved Unanimously

Minutes Approved: July 13, 2021

Communications Filed:
- Enclosed in agenda packet, and additional communications posted online
XI. Adjourn

<table>
<thead>
<tr>
<th>Adjournment</th>
<th>Time: 8:07pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motion: B Baker</td>
<td>Second: A Friend</td>
</tr>
</tbody>
</table>

Signed: September 17, 2021

Andy Montroll, Chair

Respectfully submitted by:

David E. White, Director