

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, June 23, 2020, 6:30 P.M.

Remote Meeting

Minutes

Members Present	Commission: A Montroll, H Roen, A Friend, E Lee, Y Bradley, J Wallace-Brodeur
Staff Present:	M Tuttle, D White, S Gustin, K Sturtevant

I. Agenda

Call to Order	Time: 6:33pm
Agenda	No changes

II. Public Forum

Name	Comment
S Bushor	<ul style="list-style-type: none">- Usable portion of 311 North Ave. is very sloped, 15% lot coverage could be very high. City needs a better slope ordinance.- Regarding dwelling unit amendment, concerned about how it aligns with boarding house, definition, whether 4 unrelated ordinance applies in RH, and whether this would allow ADUs on any lot?

III. Chair's Report

A Montroll	No report
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IV. Director's Report

D White	Staff still devoting majority time to COVID-19 Analytics Team work, which is becoming more planning-related, considering how to prepare the city for future cases. Budget is anticipated to be acted upon by Council on 6/29; much focus has been on funding for Police Dept. Planning Dept. has been significantly cut, but staff remains intact.
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V. Proposed CDO Amendment: 311 North Avenue Rezone, Parks Lot Cover Standards, WRM Height Exemptions

Approve Municipal Bylaw Amendment Report and warn for public hearing		
Motion by: A Friend	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Type: Discussion & Action	Presented by: M Tuttle	
M Tuttle explained context of this amendment, which is to rezone the City's 12-acre portion acquired from Cambrian Rise development to reflect the future use as a city park. Reason to recommend lot coverage at 15% is to provide flexibility to accommodate existing Stone House, parking area, and future path improvements to improve ADA accessibility and connectivity to Bike Path.		

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The Commission generally supported the amendment, but would like more information from Parks on the plans for the lot at the Public Hearing.

VI. Proposed CDO Amendment: Dwelling Unit Definition

Refer to Planning Commission Ordinance Committee for discussion and recommendation		
Motion by: Y Bradley	Second by: A Friend	Vote: Approved 5-1
Type: Discussion & Action	Presented by: S Gustin	
<p>S Gustin explained the intent was to clarify definitions for residential unit types, to not include the term "family". He further addressed questions, noting that occupancy limits currently apply in all residential districts- RL, RM, RH. Despite the dwelling type names including "family", applying occupancy limits city-wide was never the intent nor has it been administered this way. Would not impact ADU's, as the language of the ADU ordinance would be updated to reflect that they may be on the same lot as a "single detached unit."</p> <p>Commissioner Lee stated the belief that the occupancy limit applies city-wide, and by changing the terms to not include "family" it would impact this applicability. She stated she believes this standard is beneficial to existing neighborhoods, to prevent new units with large numbers of bedrooms from being created, and that provisions for additional sq.ft. for additional occupants could give more flexibility for occupancy in other districts. Further feels the definition of a boarding house needs to be reworked.</p> <p>After some discussion, the Commission referred this amendment for review by its Ordinance Committee, with Commissioner Lee opposed. She expressed feeling that this is not a high priority given limited staff capacity. M Tuttle expressed that the Commission should consider if applying this standard city-wide could have unintended consequences on excluding housing types or living situations impacting racial and economic equity, or non-traditional living arrangements.</p>		

VII. Commissioner Items

Action: N/A		
Motion: NA	Second: NA	Vote: NA
- Upcoming meetings in July anticipated to be on Zoom		

VIII. Minutes & Communications

Action: Approved the minutes and accepted the communications		
Motion by: A Friend	Second: H Roen	Vote: Approved Unanimously
<p>E Lee will share a link to the Wastewater Treatment bond and planning process webinar with the Commissioners. Highlighted the related issue of lot coverage compaction around parking areas, for which requiring barriers could help reduce this issue. Also noted that city ordinance conflicts with state statute, where it is required that a licensed engineer or design work on a 4+ unit building. K Sturtevant noted that she has looked into this, and it is within the City's Building Code, not the Zoning Ordinance.</p> <p>Minutes Approved: June 9, 2020 Planning Commission Meeting</p>		

IX. Adjourn

Adjournment		Time: 7:31 pm
Motion: H Roen	Second: A Friend	Vote: Approved Unanimously



Andy Montroll, Chair

Signed: July 14, 2020

Respectfully submitted by:



Megan Tuttle, Comprehensive Planner