

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 14, 2020, 6:30 P.M. Remote Meeting Minutes

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

I. Agenda

Call to Order	Time: 6:30pm
Agenda	Remove Item VIII; reschedule for a future meeting.

II. Public Forum

Name	Comment
S Bushor	Images in Front Yard Parking amendment make the ordinance very clear. Regarding 311 Rezoning, concern was about lot coverage relative to slope of the property. Shared a communication with an offer to help define slope ordinance.
L McGowan	Early in the City's response to COVID-19, concerns about protecting residents of the low barrier shelter run by ANEW place. Interim solution was the low barrier shelter was moved to North Beach campground. Mayor and Council will issue an executive order to allow a shipping container-based shelter site within the ELM, but anticipate bringing a proposal to make this a more permanent fixture through a zoning amendment. E Lee expressed that low barrier shelters should be allowed in every part of the city.

III. Chair's Report

A Montroll	E Lee and A Montroll were reappointed by the City Council.
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IV. Director's Report

D White	Staff continue to split time between COVID response and other planning items. Council received minimum parking amendment, and will refer it to the Ordinance Committee to consider TDM amendments. Working on fall planning for the city related to COVID.
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V. Public Hearing: CDO Amendment ZA-20-07 Front Yard Parking

Approve Municipal Bylaw Amendment Report and refer amendment with recommendation to Council		
Motion by: E Lee	Second by: A Friend	Vote: Approved Unanimously
Type: Public Hearing & Action	Presented by: S Gustin	
S Gustin noted made the correction to change minimum to maximum, but reflects the Commission's input at the last meeting. Clarifies how the city intends to keep parking to the side or rear of a building. Email concern received by Commission addresses lawn parking, which is outside of zoning.		

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The Chair opened the public hearing at 6:51 and closed it at 6:52. A written comment was submitted via email to the Commission by K Carter (see website).
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VI. Public Hearing: CDO Amendment ZA-20-08 Convalescent Home Lot Coverage & Parking

Approve Municipal Bylaw Amendment Report and refer amendment with recommendation to Council		
Motion by: J Wallace Brodeur	Second by: A Friend	Vote: Approved Unanimously
Type: Public Hearing & Action	Presented by: S Gustin	
S Gustin noted that this emerged from request by Birchwood, made senior housing bonus consistent with inclusionary housing bonus. Bonus enables maximum lot coverage to 44%, and increases minimum parking standards at 1 space per 2 beds		
The Chair opened the public hearing at 6:54 and closed it at 6:55.		

VII. Public Hearing: CDO Amendment ZA-20-09 Rezone 311 North Ave, Parks Lot Coverage, WRM Height Exemption

Amend the lot coverage limit for 311 North Avenue to 10%, approve Municipal Bylaw Amendment Report and refer amendment with recommendation to Council		
Motion by: J Wallace Brodeur	Second by: H Roen	Vote: Approved Unanimously
Type: Public Hearing & Action	Presented by: M Tuttle	
M Tuttle shared the outline to rezone the city's park parcel at 311 North Avenue, to apply a maximum lot coverage of 15%, to remove downtown & waterfront parks that are zoned CIVIC from the RCO-C lot coverage table, and to eliminate the WRM Height exception. M Tuttle also noted based on additional discussion about BPRW's plans for the lot, that the maximum height lot coverage could be lowered to 10%.		
The Chair opened the public hearing at 7:05 and closed it at 7:10.		
S Bushor asked if raised beds would be considered lot coverage; staff indicated they would not.		
Commissioners		

VIII. Proposed Addendum to Open Space Protection Plan

Action: Item removed from the agenda		
Motion: NA	Second: NA	Vote: NA
- Conservation Board member presenting had a conflict and will attend a future meeting.		

IX. Commissioner Items

Action: N/A		
Motion: NA	Second: NA	Vote: NA
- Next meeting is Tuesday, July 28 at 6:30pm on Zoom.		

X. Minutes & Communications

Action: Approved the minutes and accepted the communications		
Motion by: A Friend	Second: H Roen	Vote: Approved Unanimously
Minutes Approved: June 23, 2020 Planning Commission Meeting		
Communications Filed:		
- Communication from K Carter RE: ZA-20-07		

XI. Adjourn

Adjournment		Time: 7:15 pm
Motion: J Wallace Brodeur	Second: B Baker	Vote: Approved Unanimously



Andy Montroll, Chair

Signed: July 28, 2020

Respectfully submitted by:



Megan Tuttle, Comprehensive Planner