

## Burlington Planning Commission

149 Church Street  
Burlington, VT 05401  
Telephone: (802) 865-7188  
(802) 865-7195 (FAX)  
(802) 865-7144 (TTY)

[www.burlingtonvt.gov/pz](http://www.burlingtonvt.gov/pz)

Andy Montroll, Chair  
Bruce Baker, Vice-Chair  
Yves Bradley  
Alexander Friend  
Emily Lee  
Harris Roen  
Jennifer Wallace-Brodeur

## Burlington Planning Commission

Tuesday, April 27, 2021, 6:30 P.M.

Remote Meeting via Zoom

### Draft Minutes

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

### **I. Agenda**

Call to Order	Time: 6:32pm
Agenda	No Change.

### **II. Chair Report**

A Montroll	Next Executive Committee meeting will be on May 11 before the Planning Commission meeting. Requested housing topic to be part of the Executive Committee meeting agenda.
------------	--

### **III. Director's Report**

D White	Upcoming work on FY22 Budget and work plan. Will be working with Mayor's office on another Housing Summit related to racial equity and missing middle housing. Met with Councilor Hanson who wants to pursue eliminating parking minimums city-wide.
---------	--

### **IV. Public Forum**

Name(s)	Comment
A Gonyaw	Own a 3-unit at King St. & Pine St. 2019 FD5 boundary included properties near this location, and believe that the property should have been included. Would like the Commission to strongly consider this request to use building in a way that is appropriate in FD5, such as a first level store front.

### **V. Proposed CDO Amendment: Height Measurement, Dormers & Eaves**

Action: Approve Municipal Bylaw Amendment report and warn for public hearing		
Motion by: A Friend	Second by: J Wallace Brodeur	Vote: Approved unanimously
Type: Action	Presented by: D White	
Two amendments brought from the Ordinance Committee to clarify how building height is measured, how to measure dormers, and to define eaves. In particular, helps clarify measurement along a street, and to ensure that building height measured along a slope helps a building stair-step and mimic the topography.		

*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, crime victim 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 (802) 540-2505.*

## VI. Proposed CDO Amendment: Act179 Changes

Action: Approve Municipal Bylaw Amendment report and warn for public hearing		
Motion by: E Lee	Second by: J Wallace Brodeur	Vote: Approved unanimously
Type: Action	Presented by: D White	
<p>Purpose is to amendment CDO to be consistent with statutory changes by the VT legislature intended to promote housing. Changes the CDO for definition and size requirements for ADUs, development on pre-existing small lots, and character of the area standards relative to projects of 4 or fewer units.</p> <p>Ordinance Committee recommended an approach offered by staff to ensure that residential uses are not Conditional Use in residential districts. Change applies to duplexes in R-L district and multi-unit dwellings of 3+ units within Institutional District.</p> <p>Specific changes are outlined in agenda materials posted at: <a href="https://www.burlingtonvt.gov/CityPlan/PC/Agendas">https://www.burlingtonvt.gov/CityPlan/PC/Agendas</a></p> <p>Discussion:</p> <ul style="list-style-type: none"><li>- Commissioners supported this change and several indicated that it is important to have a conversation about allowing multi-family in RL.</li><li>- A Commissioner also noted that if not changing the exterior of a building, this makes the process of adding an additional unit more predictable.</li><li>- S Bushor spoke to the changes for bedrooms and occupants for ADU's and concerned that this will become a workaround for off-campus student housing and getting around the 4-unrelated ordinance.</li></ul>		

## VII. Proposed CDO Amendment: Article 14 Updates

Action: Refer to Planning Commission Ordinance Committee to review, and to consider request to amend the Form District 5 Boundary		
Motion by:	Second by:	Vote: Approved unanimously
Type: Action	Presented by: D White	
<p>Amendment is a package of amendments including clarifications, corrections, and minor modifications to the downtown form-based code since it was adopted several years ago. Specific changes are outlined in agenda materials posted at: <a href="https://www.burlingtonvt.gov/CityPlan/PC/Agendas">https://www.burlingtonvt.gov/CityPlan/PC/Agendas</a></p> <p>Discussion &amp; Notes:</p> <ul style="list-style-type: none"><li>• A Commissioner requested that the code reference consideration for the carbon impact of materials, particularly for sustainable hardwoods for decks that discourage use of Ipe; an exemption for requirement for canopies for high performance energy buildings; and to allow cast concrete to be used as a material.</li><li>• A Commissioner asked for clarification about the change to definition and standards for the location of parking. D White clarified that it is just to clarify whether the parking is incorporated within a building or in a standalone building behind another principal building.</li><li>• A Commissioner asked about the new civic space type intended for Perkins Pier. D White noted that it is intended to create a civic space type that reflects the level of lot coverage and types of uses that enable Perkins Pier to be reimaged, and reflects work done several years ago to identify allowable lot coverage for each City park.</li></ul>		

## VIII. Commissioner Items

Next Meetings are on May 11 and 25 at 6:30pm.  
J Wallace-Brodeur shared that she will not be reapplying to the Planning Commission.

**IX. Minutes and Communications**

Action: Approve the minutes and accept the communications		
Motion by: A Friend	Second by: H Roen	Vote: Approved unanimously
Minutes Approved: April 13, 2021		
Communications Filed:		
<ul style="list-style-type: none"><li>In the agenda packet and posted online</li></ul>		

**X. Adjourn**

Adjournment	Time: 7:47pm	
Motion: H Roen	Second: E Lee	Vote: Approved Unanimously

DRAFT