

Burlington Planning Commission

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Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Michael Gaughan
Emily Lee
Brynne Martin

Burlington Planning Commission Tuesday, November 9, 2021, 6:30 P.M. Remote Meeting via Zoom, with City Hall In-Person Option Draft Minutes

Members Present	A Montroll, Y Bradley, A Friend, M Gaughan, E Lee
Staff Present	M Tuttle, S Gustin, K Sturtevant
Public Attendance	R Davis, Z Richards, S Whitman, D Cahill

I. Agenda

Call to Order	Time: 6:34pm
Agenda	Move Chair's report after Public Forum; add new item before Commissioner items to Authorize a Grant Application.

II. Public Forum

Name(s)	Comment
R Davis	Have explored redevelopment of 453 Pine St; without state brownfield grant funds it will not be successful. Respect the planning and zoning amendment process, but if residential uses are not approved within 6 mo, site is very unlikely to get developed. Even developing a corrective action plan depends on surety that housing will be allowed.

III. Chair's Report

A Montroll	The Chair, fellow Commissioners, and staff in attendance thanked David White for his 26 years of service to the City, including the last 14 years as the Director.
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IV. Director's Report

M Tuttle	Council confirmed appointment as Director on Nov 8, and Nov 9 is first day as Director. Updated the Executive Committee before the meeting on priorities for next 6 months as searching for Principal Planner.
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V. Public Hearing: Proposed ZA-21-01 Historic Preservation Bonus

Action: Approve Municipal Bylaw Amendment Report & forward to Council with recommendation		
Motion by: Y Bradley	Second by: M Gaughan	Vote: Approved Unanimously
Type: Discussion	Presented by: S Gustin	
S Gustin presented an overview of a proposed amendment, which accompanies an amendment previously considered by the Commission. This addresses residential density bonus standards, and makes these standards applicable to all historic buildings regardless of district. The Chair opened and closed the Public Hearing at 7:10pm with no comments from the public or Commissioners.		

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VI. **Public Hearing: Proposed ZA-21-02 Permitting Simplifications**

Action: Approve Municipal Bylaw Amendment Report & forward to Council with recommendation		
Motion by: E Lee	Second by: A Friend	Vote: Approved Unanimously
Type: Discussion	Presented by: S Gustin	
S Gustin presented an overview of a proposed amendment, which eliminates the need for a zoning permit when no other applicable standards apply, allows basic permits for single-family uses on small lots within non-design review districts, and allows administrative permits for projects in the flood zone that wouldn't otherwise require review by the DRB. The Chair opened and closed the Public Hearing at 7:17m with no public comment. A Commissioner expressed support for this amendment as "common sense."		

VII. **Open Space Protection Plan Addendum**

Action: Recommend Council approval of the plan with staff comments incorporated.		
Motion by: A Friend	Second by: E Lee	Vote: Approved Unanimously
Type: Discussion	Presented by: S Gustin, S Whitman	
S Whitman and Conservation Board representatives presented an update on its work to prepare an addendum to the Open Space Protection Plan to address Nature Based Climate Solutions. It was noted that D White provided comments that will be incorporated in the final draft. The report can be found at: https://www.dropbox.com/s/yo53cgt8gwwh6pm/102921%20Burlington%20Open%20Space%20Addendum.pdf?dl=0		
Commission discussion:		
<ul style="list-style-type: none">A Commissioner asked if this plan addresses compaction of parking areas on residential lots, and opportunities to improve stormwater infiltration. S Gustin noted that the plan refers to the specific goals of the Integrated Water Planning effort by DPW, which does recommend this.		

VIII. **Municipal Bylaw Amendment Grant Application**

Action: Approve resolution to authorize department to apply for FY22 bylaw modernization grant		
Motion by: M Gaughan	Second by: E Lee	Vote: Approved Unanimously
Type: Discussion	Presented by: M Tuttle	
M Tuttle updated the Commission on an opportunity to apply for a grant through the VT Dept. of Housing & Community Development. The grant supports projects to update zoning bylaws to support housing in walkable neighborhoods near designated centers. The application will include a review of "missing middle" opportunities in residential areas as was on the department's FY22 Work Plan.		
Commission discussion:		
<ul style="list-style-type: none">A Commissioner noted excitement about this project, and in particular the potential to re-legalize existing patterns of development in neighborhoods near downtown.		

IX. **Commissioner Items**

<ul style="list-style-type: none">Next meeting is Nov. 23, likely be a Joint Meeting with the Council Ordinance CommitteeDec. 14 is final meeting for the year for the Commission
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X. **Minutes and Communications**

Action: Approve the minutes and accept the communications		
Motion by: Y Bradley	Second by: E Lee	Approved Unanimously
Minutes Approved: October 26, 2021		
Communications Filed:		
<ul style="list-style-type: none">Documents included in agenda packet and additional materials posted at: https://www.burlingtonvt.gov/CityPlan/PC/Agendas		

XI. Adjourn

Adjournment	Time: 7:53pm	
Motion: A Friend	Second: E Lee	Vote: Approved Unanimously



Andy Montroll, Chair

Signed: December 14, 2021

Respectfully submitted by:



Meagan Tuttle, Director

DRAFT