

Burlington Planning Commission

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www.burlingtonvt.gov/pz

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

Burlington Planning Commission

Tuesday, March 8, 2022, 6:30 P.M.

Remote Meeting via Zoom

Minutes

Members Present	A Montroll, A Friend, E Lee, Y Bradley
Staff Present	M Tuttle, S Gustin, K Sturtevant, S Dunn
Public Attendance	J Weith, S Bushor, C Hilliard

I. Agenda

Call to Order	Time: 6:34pm
Agenda	Staff will not be seeking PC approval for a public hearing on item V or VI, just discussion.

II. Public Forum

Name(s)	Comment
S Bushor	Like the flexibility of the BHS amendment. Regarding interim shelters, excited about proposed shelter pods, but administrative permits can catch the public off guard creating animosity. Should be a required public notification to prevent backlash and build support for what is proposed.

III. Chair's Report

A Montroll	No report.
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IV. Director's Report

M Tuttle	Council Ordinance Committee meetings on 3/2 and 3/10 to discuss the Council's proposed parking amendment and Commission's comments. Mayor notified Council that he is considering vetoing Ch.18 amendments regarding Short Term Rentals; likely on Council's 3/21 agenda. 3/14 is start for new Principal Planner.
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V. Proposed CDO Amendment: Interim Emergency Shelters

Motion by:	Second by:	Vote: N/A
Type: Discussion	Presented by: S Dunn, M Tuttle	
S Dunn provided background on the 2021 Housing Action Plan initiative to utilize shelter pods to support emergency housing during an acute period of increased demand, and present a request for consideration of a zoning amendment to facilitate an interim shelter. M Tuttle noted precedence of tiered structure from other communities for low barrier shelters; the proposed zoning amendment establishes two categories for emergency shelter: temporary or interim facility and permanent.		
Commissioner discussion:		

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- Who will be managing these shelter pods in the city and what does an operations agreement mean? CEDO is working to assemble a team of agencies that will be involved in helping manage this, and temporary shelters can only be placed on land owned by the City or with an organization in contract with the City.
- Proposal includes language stipulating requirement for on-site management and approved operations plan from CEDO annually; a pre-application neighborhood meeting for an opportunity of public engagement and an appeal period are applicable
- A Commissioner was concerned about using the administrative zoning process as a tool for CEDO to circumvent the traditional zoning process which can be lengthy. S Dunn responded that the rapid nature of this zoning request is in response to the Mayor’s initiative to end homelessness and recognizing that conditional use approval for temporary structures is not appropriate.
- A Commissioner noted that shelters by nature have the potential to not be a good neighbor, but homelessness is happening and need to address it. If there are opportunities for neighbors to wade into the details of a permit, certain neighborhoods will refuse to house people. If there is a discretionary permit, there needs to be very clear process for what the DRB can review.
- Commissioners had an interest in standards to help mitigate nuisances to give people some assurances about having this nearby. Staff noted zoning may not be the appropriate place for operational standards.
- A Commissioner raised the point that since temporary shelters have strong potential to disrupt neighborhoods, the neighborhood needs to know about the process and have the ability to weigh in/ask questions/be reassured. Need more than just a zoning permit notice.
- Staff noted that managed shelters are different from informal camping; other cities that use these types of temporary shelters, at least 50% of the people using the shelter end up in permanent housing within 9 months.

VI. Proposed CDO Amendment: Burlington High School Zoning

Motion by:			Second by:			Vote: N/A		
Type: Discussion				Presented by: M Tuttle				
<p>M Tuttle presented an overview of a proposed zoning amendment that is responsive to the request from the Burlington School District to consider rezoning the Burlington High School Campus on Institute Road. One challenge indicated was the amount of slope in the topography.</p> <p>Commissioner discussion:</p> <ul style="list-style-type: none"> • A question was asked about the current lot coverage and it was indicated that it is about 35%, whereas the proposed zoning amendment covers 60% • Site is isolated, not a lot of other buildings around it to compare height limits to. Unless the height on North Ave is towering, not concerned. Seems idea is to set it back from the avenue • The building is still in the conceptual phase with 3-4 concepts being presented to the School Board in the next month or so. • Standards for the school overlay all seem fine • If the uses in the overlay aren’t school based, do we want them? If it is not for the school/within the school/run by the school, we could consider other uses later in another amendment. If they are part of the high school, then they should be permitted. 								

VII. Commissioner Items

- Next meetings are March 22 and April 12, 6:30pm
- Ordinance Committee: Met 3/3; discussed how to allow public art within the standards for the downtown form districts.

VIII. Minutes and Communications

Tuesday, March 8, 2022

Action: Approve the minutes and accept the communications		
Motion by: A Friend	Second by: E Lee	Approved Unanimously
Minutes Approved: February 23, 2022		
Communications Accepted: in the agenda packet posted at https://www.burlingtonvt.gov/CityPlan/PC/Agendas		

IX. Adjourn

Adjournment	Time: 7:51pm	
Motion: E Lee	Second: A Friend	Vote: Approved Unanimously



Signed: March 22, 2022

Andy Montroll, Chair

Respectfully submitted by:



Meagan Tuttle, Director