Regular Meeting
Burlington Planning Commission
Tuesday, March 22, 6:30 P.M.
Remote & Virtual Meeting via Zoom
In-Person Option Available:
Bushor Conference Room (Room 102), 1st Floor of City Hall, 149 Church St.

To Join the Meeting on a Computer
Link: https://us02web.zoom.us/j/81747832608

To Join the Meeting on a Phone
Number: +1 312 626 6799 Meeting ID: 817 4783 2608

AGENDA

I. Agenda

II. Public Forum  See details on pg 2 of packet for participating remotely.

III. Chair’s Report

IV. Director’s Report

V. Proposed CDO Amendment: Interim Emergency Shelters
The Commission will continue a discussion of proposed amendment to the Comprehensive Development Ordinance regarding standards for Emergency Shelters in the city. Materials related to this item will be posted online before the meeting.

Staff Recommendation: Ask questions and provide feedback on the draft amendment.

VI. Commissioner Items
a. Upcoming Meetings will be hybrid/online unless otherwise noted – April 12 and 26 at 6:30pm
b. Committee Reports

VII. Minutes & Communications
a. The minutes of the March 8 meeting are enclosed in the agenda packet on page 3
b. Communications are enclosed in the agenda packet on page 6

VIII. Adjourn
Guidance for Participating in a Virtual Planning Commission Meeting

As social distancing measures to preserve public health and safety continue to be required to prevent the spread of COVID-19, or are recommended as a standard practice, the Office of City Planning will be supporting the Planning Commission to conduct their meetings online via Zoom. Here is information about how to join a virtual meeting, and what to expect while participating.

General Guidance for Public Participation

Please remember that in this digital meeting environment, meetings are open to the public and anyone may be watching or listening even if you cannot see them. Meetings will be recorded, and both the recording and chat content of the meeting will be maintained as a public record.

Please ensure your display photo and screen name are professional, such as using your first and last name. Please test your audio and video prior to the start of a meeting, and familiarize yourself with how to join a meeting by your chosen method. And finally, please be patient with us. Technology doesn’t always work as planned, and we are all learning how to hold a successful virtual meeting!

How to Join a Virtual Meeting

Zoom allows participation via either computer or telephone. Each agenda for a meeting that will be conducted virtually will include details about how to join via either of these options, including a web address, phone number, Meeting ID, and password.

If you participate via computer, you have the option of seeing Commissioner videos and any presentation materials that may be shared. If you use either a standard phone or cell phone to call in, you will only hear the audio portion of the meeting. If you join via a smartphone, you may have the option to download the Zoom app, which will enable you to see and hear the meeting.

How to Participate in a Virtual Meeting

During meetings, only Planning Commission members and limited staff members will be viewed on video. Members of the public attending a meeting will be muted, except when invited to speak during public forum or a public hearing. Whether members of the public can speak at other times during the meeting is the discretion of the Chair.

If you want to speak during public forum, please take the following steps to assist us in making this process run as smoothly as possible:

- Email staff at mtuttle@burlingtonvt.gov by 5pm on the day before a meeting to indicate your interest in speaking. You do not need to provide your comments. Staff will enable your microphone as your name is called from a list of interested speakers.
- During a meeting, you can use the “Raise Hand” feature, or indicate in a chat message that you wish to speak during public forum. Staff will enable your microphone as your name is called.
- If you are interested in submitting your comments in writing instead of speaking during the meeting, you may do so by 5pm the day before a meeting, they will be forwarded to the Commissioners ahead of the meeting.
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.

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.

V. Proposed CDO Amendment: Interim Emergency Shelters

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<th>Motion by:</th>
<th>Second by:</th>
<th>Vote: N/A</th>
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<tr>
<td>Type: Discussion</td>
<td>Presented by: S Dunn, M Tuttle</td>
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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:

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.
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 a 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

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.

Commissioner discussion:
- 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

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<td>Communications Accepted: in the agenda packet posted at</td>
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<td><a href="https://www.burlingtonvt.gov/CityPlan/PC/Agendas">https://www.burlingtonvt.gov/CityPlan/PC/Agendas</a></td>
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IX. Adjourn

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<tr>
<td>Motion: E Lee</td>
<td>Second: A Friend</td>
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Hi Meagan-

Can you make sure this is in the packet for the next meeting?

Please see below.

Hope all is well!

Yves

Yves E. Bradley

VT COMMERCIAL

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Burlington, VT 05401

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Cell: 802-363-5696

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From: Jeff Nick <jeff@jeffnick.com>
Sent: Monday, March 14, 2022 6:50 PM
To: Yves Bradley (yb@vtcommercial.com) <yb@vtcommercial.com>
Subject: Plan BTV DT - social services

Yves,

Good evening. I wanted to make you aware of the language in Plan BTV (pages 52 and 53) which addresses the high concentration of social services within our downtown core and how this can create situations which can become unmanageable. It also points out that it is not the best environment for those facing substance abuse problems. Couple this reality with the fact that we have a terrible and growing retail theft problem, a depleted police force, and a political environment that is not willing to enforce our existing quality of life ordinances and you realize that placing a 35 unit “Pod Shelter community” on a ¼ acre of pavement one block from the Church Street Marketplace is a terrible idea.

Hopefully, the planning commission will fully vet this proposal at your meeting next week. Having this language in the city’s plan should help offer guidance on this issue.

Good luck.

Jeff Nick
Church Street Marketplace Commission, Chair
29 Church Street
Burlington, VT 05401
802-876-6923
jeff@jeffnick.com
have such a problem, but that doesn’t diminish the importance of addressing these real concerns and perceptions. Transportation solutions are explained in the section called “Getting Around Town,” but the short version is that the City needs to provide more housing and transportation choices that are appealing to a wide range of people, individuals, and families, so each can choose what works best for them at any given time. Creating more downtown housing was found to be the most effective strategy to reduce traffic congestion. People who have the opportunity to live and work downtown can do so without the need to commute and possibly even live car-free. For commuters, choices must be available for convenient public transit and safe bike lanes, further reducing congestion and parking demand. Riding the bus just one day a week provides a 20% reduction in individual contribution to traffic congestion, parking demand, and air pollution. For the majority who must use a vehicle, maintaining and expanding the city’s urban street grid, improving wayfinding, and providing convenient parking on the periphery of the downtown will help to maintain a safe and high-quality pedestrian environment within the heart of the downtown and waterfront, which in turn supports business activity.

A Place for Everyone!

Downtown is always going to attract a diverse mix of people who collectively contribute to the City’s unique social dynamic. Burlington’s downtown and waterfront must always be places where everyone is welcome. These important public spaces should feel safe and welcoming, day and night, with the expectation that everyone will behave in a way that builds a strong community. The physical environment influences behavior, and thinking carefully about how we design Burlington’s urban places is critically important to making our downtown a safer and more secure place for residents, employees, visitors, and businesses. Crime Prevention Through Environmental Design (CPTED) encourages changes in the physical design of our buildings, streets, sidewalks, and parks to minimize opportunities for crime. Individual strategies can include increased security lighting, locking gates, landscape design that discourages intrusion, and scheduling activities in certain areas to attract more people. CPTED practices can result in a dramatic reduction in crime, improved business climate, and increased pedestrian activity and awareness. In the end it's all about comfort — making people feel welcomed and comfortable, while in turn making those not behaving responsibly feel more exposed and vulnerable.

For others, especially those dealing with substance abuse and mental illness, it’s not so simple. Our social service organizations are key downtown stakeholders who make Herculean efforts every day to address a wide range of social issues. The City’s Street Outreach Program is a national model for helping to manage the needs of many who have nowhere to turn and need a helping hand. Because we are a regional center, our social services are used by those living in and beyond our community. Burlington has the highest concentration and
number of social service agencies in the state, with 32 non-profit and
government organizations delivering services at 65 different locations,
32 of which are in the Downtown. However, such high concentrations of
social service providers can become easily unmanageable if
all stakeholders are not working
together, keeping an eye on some
of the larger interactions and their
implications. For example, the
downtown is arguably not the best
environment for people recovering
from alcohol and drug addiction.
The presence of active drug dealing
and the highest concentration of
drinking establishments in the state
create serious challenges for those
in recovery.

Facilitate infill, allow for a more diverse range of unit and building
types, and simplify the public approvals process by creating a
form-based zoning code for the downtown and waterfront area.

Expand the Business Improvement District (BID) to provide
enhanced community services and management across the entire
downtown and waterfront area.

Explore creation of a Downtown Development Revolving Fund to
help finance capital investments, programs, and services.

Develop greater economic development capacity within City
government in order to expand efforts throughout the community
funded through a variety of federal, state, and local sources,
including consideration of a 1% dedicated tax.

Develop a unified process and consistent standards to manage
and encourage a distribution of street vendors and performers
throughout the downtown and waterfront.

Of particular concern is the risk to
our most vulnerable and challenged
citizens who increasingly face
victimization. Again, it’s about the
environment and how it influences
behavior — positively or negatively.
Efforts to locate or expand social
services need to consider the
therapeutic quality and benefits
of the location where services are
provided and, for many, this means
places that are more removed from
the challenges and temptations of
the urban core, while remaining in a
convenient location.
Memorandum

To: The City of Burlington Planning Director
   The City of South Burlington Planning Director
   The Town of Colchester Planning Director
   The Chittenden County Regional Planning Commission
   The Vermont Department of Housing and Community Development

From: Eric Vorwald, AICP
       Planning and Zoning Manager

RE: Report on Proposed Amendments to the City’s Unified Land Use and Development Regulations including Section 2.4, Section 4.12, Section 5.14, and Article IX

DATE: March 15, 2022

Enclosed with this memo, please find proposed amendments to the City of Winooski’s Unified Land Use and Development Regulations. The amendments relate specifically to:

- Section 2.4 – Land Use Table
- Section 4.12 – Parking, Loading, and Service Areas
- Section 5.14 – Incentives for Priority Housing
- Article IX – Definitions

The City of Winooski’s Planning Commission will hold a public hearing on Thursday, April 14, 2022 beginning at 6:30pm to take public comments on the proposed amendments. This hearing will be held by electronic means only using Zoom Webinar. Use https://us06web.zoom.us/j/81245377221 to join by computer or 646.558.8656 to join by telephone (toll charges may apply). If prompted, the webinar ID for this meeting is 812 4537 7221. The hearing notice is also included with this memo for reference.

Please ensure this information is provided to the chair of your Planning Commission. Comments related to these amendments should be submitted in writing to me by the close of business on Monday, April 11, 2022.
PUBLIC HEARING NOTICE
AMENDMENTS TO THE CITY OF WINOOSKI
UNIFIED LAND USE AND DEVELOPMENT REGULATIONS

In accordance with 24 V.S.A §4441 and §4444, the City of Winooski’s Planning Commission will hold a public hearing on Thursday, April 14, 2022 beginning at 6:30 p.m. This hearing will be held by electronic means only using Zoom Webinar. Use https://us06web.zoom.us/j/81245377221 to join by computer or 646.558.8656 to join by telephone (toll charges may apply). If prompted, the webinar ID for this meeting is 812 4537 7221.

Amendments to the Unified Land Use and Development Regulations

- Section 2.4 – Land Use Table
- Section 4.12 – Parking, Loading, and Service Areas
- Section 5.14 – Incentives for Priority Housing
- Article IX – Definitions

Statement of Purpose: The purpose of these amendments are as follows:

Section 2.4 – Updates to the use table to permit multi-unit dwellings in the residential zoning districts under specific circumstances.

Section 4.12 – Amends the minimum parking requirements for non-residential zoning districts.

Section 5.14 – Establishes a new section related to priority housing projects.

Article IX – Adds a new definition for priority housing

Geographic Area Affected: The proposed amendments will apply to the entire City including all zoning districts.

Section Headings Impacted: The following specific updates are included with these amendments:

Section 2.4 – Includes two footnotes and associated references for two-unit dwellings and multi-unit dwellings in the Residential A, Residential B, and Residential C Zoning Districts as part of Planned Unit Developments.

Section 4.12 – Removes the requirement for an additional .5 parking spaces for dwelling units with three or more bedrooms when developed in a non-residential zoning district.
**Section 5.14** – Adds a new section to Article V to provide incentives for priority housing as identified by the City of Winooski. This includes developing multi-unit buildings in the residential zoning districts, reduced parking requirements for specific dwelling units, and density bonuses for specific dwelling units. This section also provides standards for affordable dwelling units to be eligible for the incentives.

**Article IX** – Adds a new definition for priority housing.

The full text of these amendments is available at the Winooski City Hall, 27 West Allen Street, during normal business hours or by contacting Eric Vorwald, AICP, City of Winooski Planning & Zoning Manager by calling 802.655.6410 or evorwald@winooskivt.gov.
This memo provides information related to proposed amendments to the City of Winooski’s Unified Land Use and Development Regulations as discussed by the Planning Commission at their regular meeting on March 10, 2022. These amendments specifically impact the following parts:

- Section 2.4 – Land Use Table
- Section 4.12 – Parking, Loading, and Service Areas
- Section 5.14 – Incentives for Priority Housing
- Article IX – Definitions

**Background**

Since the last comprehensive update to the City’s Unified Land Use and Development Regulations (ULUDR) in 2016, the Planning Commission has been reviewing the document and proposing amendments. The amendments currently under consideration help improve and clarify the interpretation of the regulations, while also recommending amendments to better align with City priorities. This latest set of amendments seeks to incorporate incentives for priority housing in the City. This has been identified as dwelling units that are affordable, and dwelling units that have three or more bedrooms per unit.

**Purpose of Amendments**

These amendments are being proposed to provide additional development options in specific circumstances, and to update and incorporate specific changes related to priority housing. The changes related to priority housing are being included as incentives and not mandates. Other amendments are being included to support the new section for priority housing as identify by the City.
Proposed Amendments

Included with this memorandum are the proposed amendments to various sections of the Unified Land Use and Development Regulations. Proposed additional text is shown in red and underlined. Text that appears with a strikeout is proposed to be deleted. If specific sections are not included, no changes are being proposed to those regulations.

Consistency with the Winooski Master Plan

The following information is provided to address the requirements of 24 V.S.A. §4441 regarding consistency of the proposed amendments to the City of Winooski Master Plan, adopted March 2019. Specifically, statute requires municipalities to consider three parts when reviewing proposals for new or amended bylaws. These considerations include:

1. **Conforms with or furthers the goals and policies contained in the municipal plan, including the effect of the proposal on the availability of safe and affordable housing.**

   The City updated their Master Plan in 2019. The master plan includes multiple components that discuss the development of safe, affordable housing. The Master Plan also strives to establish housing options to allow families or family units to grow and expand within the City. The proposed amendments seek to specifically incentivize both affordable dwelling units and dwellings with three or more bedrooms; and directly support the goals and policies outlined in the City’s Master Plan.

2. **Is compatible with the proposed future land uses and densities of the municipal plan.**

   The proposed amendments include incentives for priority housing. These amendments maintain future land uses and densities as outlined in the City’s Master Plan including the Future Land Use Map. While the changes would allow for multi-unit dwellings in the residential zoning districts, the density would only be marginally increased through the establishment of affordable dwellings and dwellings with three or more bedrooms; both of which are identified as priority housing in the City.

3. **Carries out, as applicable, any specific proposals for any planned community facilities.**

   No specific proposals for community facilities are planned that would be impacted by the proposed amendments. Specifically, the proposed amendments are included as incentives. These amendments will not conflict with any future planned community facilities. Developments that may be established due to these incentives will support existing community facilities.
## SECTION 2.4 - LAND USE TABLE

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### RESIDENTIAL USES

### COMMERCIAL USES

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<td>Retail Sales</td>
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<td>Retail Sales, Neighborhood Commercial</td>
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<td>Recreation &amp; Entertainment, Commercial</td>
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<td>Restaurant</td>
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<td>Restaurant, Cafe</td>
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<td>Restaurant with Drive-thru</td>
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<td>Vehicle Repair &amp; Sales</td>
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LAND USE

<table>
<thead>
<tr>
<th></th>
<th>Residential A</th>
<th>Residential B</th>
<th>Residential C</th>
<th>Central Business District</th>
<th>General Commercial</th>
<th>Downtown Core</th>
<th>Gateway Urban &amp; General &amp; Storefront</th>
<th>Gateway Townhouse Small Apartment/Detached Residential</th>
<th>Industrial</th>
<th>Public</th>
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<tr>
<td></td>
<td>R-A¹</td>
<td>R-B¹</td>
<td>R-C²</td>
<td>C-1</td>
<td>C-2</td>
<td>DC</td>
<td></td>
<td></td>
<td>I</td>
<td>P</td>
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</tbody>
</table>

CIVIC & PUBLIC USES

- Association, Fraternal Organization, Social Club: P CU P P P P
- Crematorium: P CU P P P P
- Cultural Facility: CU CU CU P P P P P P
- Daycare Facility: CU CU CU P P P P P P
- Education Facility: CU CU CU P P P P P P
- Funeral Home: P P P P P P
- Healthcare Facility: P CU P P P P
- Recreation & Entertainment, Non-Commercial: P P P P P P CU P P

OTHER

- Accessory Structure: P P P P P P P P
- Supporting Use: CU CU CU P P P P P P

Notes:

1. Maximum dwelling units per lot in R-A and R-B shall be 2 total dwelling units no matter how it is configured in the allowable use types as listed above (i.e. Two Unit Dwelling in R-B only, Single Unit Dwelling and Accessory Dwelling, or Single Unit Dwelling and Detached Cottage).
2. Maximum dwelling units per lot in R-C shall be 3 total dwelling units no matter how it is configured (i.e. Two Unit Dwelling and a Detached Cottage, or Single Unit Dwelling and Accessory Dwelling and Detached Cottage).
3. Some of the FBC permitted uses are subject to specific Development and Performance Standards in Section 804 of the code in Appendix B.
4. One accessory dwelling consistent with Section 5.1 is permitted per lot.
5. Maximum density for Multi-Unit housing in C1 is 60 units/acre.
6. If a group home locates within 1,000' of another group home it shall be subject to Conditional Use review and approval.
7. One accessory structure not to exceed 100 square feet per lot is exempt under Section 6.13, otherwise all applicable dimensional standards in Section 2.5 shall apply.
8. Supporting Use shall be limited to "uses" such as administrative offices or services that relate to the "primary" use of the site/parcel and shall be operated (solely) by the property owner or owner representative for the purpose of providing services to the site. Supporting Uses may be incorporated into an existing structure or in a standalone structure provided the dimensional requirements of Section 2.5 are met.
9. Two-unit dwellings are permitted in the R-A Zoning District if proposed as part of a Planned Unit Development consistent with the standards of Section 5.14 and Section 6.3. Otherwise, two-unit dwellings are not permitted in the R-A Zoning District.
10. Multi-unit dwellings are permitted in the R-A, R-B, and R-C Zoning Districts if proposed as part of a Planned Unit Development consistent with the standards of Section 5.14 and Section 6.3. Otherwise, multi-unit dwellings are not permitted in these districts.
ARTICLE IV - GENERAL USE REGULATIONS

SECTION 4.12 - PARKING, LOADING AND SERVICE AREAS

A. **Intent.** These parking standards are intended to:

1. Enable people to conveniently park and access a variety of commercial, residential, and civic enterprises in pedestrian friendly environments by encouraging shared parking.
2. Reduce fragmented, uncoordinated, inefficient, reserved single-purpose parking.
3. Avoid adverse parking impacts on neighborhoods adjacent to redevelopment areas.
4. Maximize on-street parking where available.

B. **Applicability.** These parking requirements shall apply only to uses and buildings newly constructed, changed, extended, or restored and shall not apply to those uses and buildings lawfully repaired or improved where no increase in gross floor area or change of use is made. The regulations in this section shall apply to all Zoning Districts except the Downtown Core District; and only Section 4.12.C shall apply to the Gateway Districts.

C. **Minimum Reserved Parking Requirements.**

1. The quantity of parking spaces to be provided in each development proposal shall be determined based on the following requirements. When calculating the spaces required, a decimal shall be rounded up to the nearest whole number.

<table>
<thead>
<tr>
<th>Uses</th>
<th>Base Parking Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential in R-A, R-B and R-C districts</td>
<td>2.0 space/dwelling unit, except 1.0 space/accessory unit</td>
</tr>
<tr>
<td>Residential – in all other districts</td>
<td>1.0 space/dwelling unit + 0.50 space/3 bedroom or larger dwelling unit + 1 space for every 4 units (calculated at increments of 4)</td>
</tr>
<tr>
<td>Commercial (retail, restaurant, etc.)</td>
<td>3.0 spaces/1,000 sq. ft. of gross floor area</td>
</tr>
<tr>
<td>Hotel/B&amp;B</td>
<td>1.0 space/room</td>
</tr>
<tr>
<td>Theater</td>
<td>0.25 spaces/seat</td>
</tr>
<tr>
<td>Industrial</td>
<td>3.0 spaces/1,000 sq. ft. of gross floor area</td>
</tr>
<tr>
<td>Office</td>
<td>4.0 spaces/1,000 sq. ft. of gross floor area</td>
</tr>
</tbody>
</table>
ARTICLE V – SPECIFIC USE STANDARDS

SECTION 5.14 – INCENTIVES FOR PRIORITY HOUSING

A. **Intent.** The intent of these regulations is to provide incentives for the development of dwelling units that meet specific criteria as identified by the City to provide a mix of housing options for current and future residents. The standards outlined herein are optional and not required to be included in any application for land development.

B. **Applicability.** These incentives will apply to any dwelling units as identified under Section 5.14.D regardless of the zoning district.

C. **Definitions.** For the purposes of this section, the following terms shall apply:

1. **Affordable Housing.** Affordable Housing shall mean housing that is owned or rented by inhabitants whose gross annual household income is not more than 100% of the HUD Area Median Family Income (HAMFI) for the Burlington-South Burlington Metropolitan Statistical Area (MSA) as defined by the U. S. Department of Housing and Urban Development and the total cost of the housing, including principal, interest, taxes, insurance, and condominium association fees, if owned housing; or the total cost of housing, including rent, utilities, and condominium association fees, if rental housing, is not more than 30% of the gross annual income.

2. **HUD Area Median Family Income (HAMFI).** – HAMFI is the median family income calculated by HUD for each jurisdiction, in order to determine Fair Market Rents (FMRs) and income limits for HUD programs. HAMFI will not necessarily be the same as other calculations of median incomes (such as a simple Census number), due to a series of adjustments that are made.

D. **Qualifications.** To qualify for the incentives identified herein, dwelling units shall meet all the applicable standards listed below for Affordable Housing, Bedroom Count, or both.

1. **Affordable Housing.** Where housing affordability is included as part of the identified incentive, the affordable dwelling units meet the following requirements:
   
a. Dwelling units shall be perpetually affordable to identified households as identified in Section 5.14.D.1 for a minimum of 20 years regardless if they are offered for sale or rent.

b. The applicant shall contract with a housing authority, housing trust or other affordable housing provider managing dwelling units in Chittenden County to ensure income eligibility is maintained for tenants of the qualifying units.

c. The applicant or owner of the project shall annually submit to the City verification of affordability and income qualification for the units. This provision shall be waived if the management of the qualifying units, including leasing, is contracted to, or supervised by, a provider as identified under Section 5.14.D.1.b.

D.1.b. If the owner of a proposed project is an affordable housing provider as outlined in Section 5.14.D.1.b, the requirements of Section 5.14.D.1.c shall be waived provided ownership in the project is maintained for the duration of affordability as described in Section 5.14.D.1.a.

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1. HAMFI definition taken from https://www.huduser.gov/portal/datasets/cp/CHAS/bg_chas.html

e. Documentation indicating compliance with Section 5.14.D.1.c shall be submitted to the City with the application for development. This shall include but not be limited to:

i. A list of units including the number of bedrooms and the rents to be charged per unit or unit type and corresponding median income levels associated with the unit size or type; or expected mortgage payment with any condominium association fees, and utilities.

ii. The name, address, and primary contact of the housing authority, housing trust, or affordable housing provider as outlined in Section 5.14.D.1.b if different from the applicant or owner of the project.

iii. Draft documents, to be recorded in the City’s Land Records, designating the dwellings as affordable for the duration identified in Section 5.14.D.1.a.

iv. Other information as necessary to ensure the standards of Section 5.14.D.1. have been met.

2. **Bedroom Count.** Where bedroom count is included as part of the identified incentive, the dwelling units shall have a minimum of three bedrooms per unit.

   a. The applicant shall provide architectural plans prepared by a qualified design professional or similar entity in a clearly legible format.

   b. Submissions shall include a level of detail sufficient to ensure the existence of no less than three bedrooms of a size consistent with the minimum housing standards as outlined in Chapter 9 of the City’s Municipal Code or other applicable regulations are included in each unit.

3. Applicants are encouraged, but not required, to utilize both the affordability and bedroom count components of these incentives.

E. **Calculation of Housing Affordability.** For the purposes of determining affordability, the following shall apply:

1. Household size will be established using the formula set by the U.S. Department of Housing and Urban Development based on the number of bedrooms in a dwelling unit.

2. The household size determined by the number of bedrooms and the actual household size do not need to be the same.

F. **Incentives.** The following incentives may be utilized for projects that propose qualifying dwelling units as described in Section 5.14.D.

1. **Planned Unit Developments.** Planned Unit Developments, as outlined in Section 6.3, are eligible for the following incentives.

   a. Projects proposed in the Residential A (R-A), Residential B (R-B), or Residential C (R-C) Zoning Districts that include dwelling units with three or more bedrooms per unit or affordable units as outlined in Section 5.14.D may configure these dwellings in multi-unit buildings based on the following.

      i. Projects in the R-A or R-B Zoning Districts may configure buildings with up to four units per building.

      ii. Projects in the R-C Zoning District may configure buildings with up to six units per building.

   b. A minimum of 50% of the dwelling units included in any individual building shall meet at least one of the qualifications as outlined in Section 5.14.D.
c. All other standards and requirements for Planned Unit Developments, as outlined in Section 6.3 shall still apply.

2. **Minimum Parking.** Qualifying dwelling units in the Gateway, Central Business District, General Commercial, or Downtown Core Zoning Districts that meet both of the standards included in Section 5.14.0 shall be eligible for exemptions or reductions to the minimum parking standards outlined in Section 4.12 as follows:

   a. Up to 20%, but no more than four qualifying dwelling units included in a development will be exempt from the minimum parking standards of Section 4.12.

   b. Qualifying dwelling units shall not be excluded from having access to parking on-site.

3. **Density.** Qualifying dwelling units in the Residential A, Residential B, or Residential C Zoning Districts that are proposed as part of a Planned Unit Development that meet both of the standards included in Section 5.14.0 may be eligible for additional density as follows:

   a. Projects located in the Residential A Zoning District shall be eligible for .5 additional dwelling units per lot included in the project.

   b. Projects located in the Residential B Zoning District shall be eligible for .75 additional dwelling unit per lot located in the project.

   c. Projects located in the Residential C Zoning District shall be eligible for 1.0 additional dwelling unit per lot located in the project.

   d. Units included under this provision will be rounded up to the nearest whole unit.

   e. Dimensional Standards outlined in Section 2.5 shall still apply.
**Priority Housing**: For the purposes of these regulations, priority housing shall mean dwelling units that have been identified by the City of Winooski that are desired for development due to their size, bedroom count, configuration, or similar elements. The desired housing may change from time-to-time based on the policies and priorities of the City Council which may necessitate amendments to these regulations.