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.
V. Proposed CDO Amendment: Interim Emergency Shelters

Motion by: [Name]  Second by: [Name]  Vote: N/A
Type: Discussion  Presented by: [Name]

M Tuttle noted two key questions from last discussion were how neighbors could be engaged in permits for temporary shelters if they can be approved administratively, and what the standards for operating a shelter would be. M Tuttle shared that the draft was updated to require a pre-application neighborhood meeting for temporary shelters, and conditional use process maintained for permanent facilities.

Commissioner discussion:
- Some Commissioners felt that there was a need for more clear standards to protect the public and consequences if they are not met, and some wondered about a shorter time limit for what is temporary.
- The question was raised on why there seems to be more requirements for establishment of temporary shelter rather than a permanent shelter. Staff noted that today emergency shelters are considered “conditional use” with a public hearing, but not required to meet pre-application neighborhood meeting. The proposal would not require a temporary shelter permit to be voted on by DRB. If the project is rejected administratively it can be appealed to the DRB. If rejected by the DRB, the appeal process goes outside the City to the Environmental Court.
- A question was raised whether the project was outside the definition of “temporary” since the timeline is up to 3 years. It was noted that the proposal is that a permit will need to be reviewed every year for up to 3 years. Beyond that, the project will need a permanent facility permit.
- Regarding some concerns about the need to make other forms of housing easier to create, staff noted a number of changes the Planning Commission has made to zoning requirements in Downtown core, which cumulatively led 77 Pine Street to obtain a permit in 3 weeks.
- A Commissioner was concerned that maintaining DRB review without clear standards will result in neighborhoods arguing that a temporary shelter does not fit into the character of the neighborhood.
- Other commissioners felt that criteria/standards for the City and the DRB to evaluate these plans would be helpful in understanding what is supposed to happen and not happen at this site, and some what annual reviews should consider. M Tuttle noted that an Operations and Maintenance Plan will still need to be approved by the City (CEDO). S Dunn added that the Special Assistant to End Homelessness position has been filled in CEDO and that person will start soon. That position will determine the requirements of the Operations Plan, and City Council recommended quarterly updates on how the Shelter community is doing.
- S Dunn explained that the project does not necessarily require a zoning amendment and will be seeking a zoning permit. M Tuttle noted that this is not about the city circumventing rules or changing zoning for a specific project, but rather asking the question about whether conditional use is an appropriate regulatory process for temporary, emergency housing solutions for the most vulnerable. B Pine raised the point that government entities serving public good/public policy should be reviewed differently than a private developer trying to circumvent zoning requirements.
- A question was raised whether this policy should be considered, and why the city isn’t focusing more on a permanent shelter and housing opportunities. M Tuttle addressed that the City is trying to address the housing crisis at many levels, both permanent affordable housing and more flexible immediately deployable housing options like this one.
- The Commission asked for more information, particularly the operating standards, from S Dunn and M Tuttle for further review.
VI. Commissioner Items

- Next meetings are April 12 and 26 at 6:30pm

VII. Minutes and Communications

<table>
<thead>
<tr>
<th>Action: Approve the minutes and accept the communications</th>
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<tbody>
<tr>
<td>Motion by: A Friend</td>
</tr>
<tr>
<td>Minutes Approved: March 8, 2022</td>
</tr>
<tr>
<td>Communications Accepted: in the agenda packet and posted at</td>
</tr>
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</table>
  https://www.burlingtonvt.gov/CityPlan/PC/Agendas |

VIII. Adjourn

<table>
<thead>
<tr>
<th>Adjournment</th>
<th>Time: 8:03pm</th>
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<tbody>
<tr>
<td>Motion: M Gaughan</td>
<td>Second: E Lee</td>
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__________________________  Signed: April 12, 2022
Andy Montroll, Chair

Respectfully submitted by:

__________________________
Bridget O'Keefe, Community Engagement Office Coordinator