

Burlington Planning Commission

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Burlington Planning Commission Long Range Planning Committee Special Meeting Notes

Thursday, February 25, 2016 @ noon
SEABA Offices, 404 Pine Street, Burlington

Present: H. Roen, J. Wallace-Brodeur, E. Lee, M. Tuttle, members of the public

1. Agenda

The agenda was revised to review a schedule of activities for updating the draft plan and a discussion of activities for its release.

2. planBTV: South End Master Plan

M. Tuttle noted that based on conversation at the February 18 LRPC meeting, staff is working on additional tweaks to the economic development section and is looking at an alternative way to frame the discussion of the remaining elements of the plan. M Tuttle reviewed a schedule of activities for updating and re-releasing the draft plan to the community.

The Commission and members of the public discussed this process. Questions and comments included:

- Reviewing the revised text and hearing the next presentation from staff will give the LRPC a better sense of how well the plan's recommendations are gelling. The Committee will be able to better anticipate how many additional meetings might be needed to discuss the draft.
- The Committee should consider alternating its meeting times from day to evening in order to accommodate as many people's schedules as possible. Also include time for introductions and public comments.
- In order to discuss what activities should be a part of the discussion about the next draft, need to see a written outreach strategy, which includes how the Commission will engage the public, stakeholders, and what events will be held. The LRPC should evaluate this strategy so that we are providing ample opportunities for participation.
- Committee members need more access to the input that shaped the plan and is guiding the revisions of the draft. Need the information in real time, need access to a database of all of the input and studies that have been produced as part of the process to consider

when making decisions about the plan. Consider the downtown plan model including a webpage and an interactive map for comments.

- It would be helpful to have a spreadsheet of comments and other resources. Right now the information feels scattered and inaccessible.
- Synthesis should be provided in the form of actionable themes and we should understand how the input was gathered. Most important is any input that has been received to-date on the draft plan, and future input we receive in this process.
- When we discuss the brownfields and stormwater sections, it will be good to have a member of the Conservation Board at the meetings. Even if the member can't join the LRPC on a regular basis, someone like Scott Mapes might be a good member to join for those discussions.
- South End has professionals that can help with synthesis of raw data and preparing a booklet of information. Volunteer resources have been exhausted, some fee would be helpful.
- Consider content analysis methods to summarize comments as they fall into topical categories.