

Burlington Planning Commission

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Andy Montrall, Chair

Bruce Baker, Vice-Chair

Yves Bradley

Alexander Friend

Emily Lee

Harris Roen

Jennifer Wallace-Brodeur

Eamon Dunn, Youth Member



Burlington Planning Commission Tuesday, November 14, 2017, 6:30 P.M. Conference Room 12, City Hall, 149 Church Street Minutes

Note: times given are approximate unless otherwise noted.

Commissioners Present: A Montrall, H Roen, A Friend, B Baker, Y Bradley, J Wallace-Brodeur, E Lee

Commissioners Absent: E Dunn

Staff Present: David White, Meagan Tuttle, Scott Gustin, Anita Wade

I. Agenda

The meeting was called to order at 6:35pm. No changes to the agenda.

II. Public Forum

No speakers.

III. Report of the Chair

A Montrall: City Council had the second hearing and adopted the Form Based Code. The vote was 9-3. The adoption went smoothly. No one spoke at the public hearing. There were some comments and concerns about the energy requirements on efficiency provisions. This may come back to the Planning Commission to look over.

IV. Report of the Director

D White: mentioned the process of developing the form based code, which started in 2010 with a grant from HUD. The focus was on the code with a plan in mind to develop it as part of the planning process. Legitimate concerns were expressed about green buildings requirements and decision was to allow for three options. Planning Commission may revisit this aspect to look at other options. Efficiency VT offers a number of key efficiency programs which could be combined with others.

V. 2018 Meeting Schedule

The Commission unanimously approved a motion by A Friend, seconded by H Roen, to approve the 2018 Meeting Schedule as the official schedule.

VI. Reapprove ZA-17-10 Municipal Bylaw Amendment Report

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D White: these are ordinance amendments approved by the Ordinance Committee where there were a number of changes to the Municipal Bylaw Report.

S Gustin: City Council specifically wanted the words, generally and typically changed pertaining to green roof.

A Montroll: did the report change?

D White: no other changes to the report.

The Commission unanimously approves a motion to readopt the report by A Friend, seconded by H Roen to approve the Municipal Bylaw Amendment Report pertaining to the changes in the definition ZA-17-10 Green Roof Lot Coverage.

VII. Reapprove ZA-17-11 Municipal Bylaw Amendment Report

S Gustin: minor changes on overnight stay.

A Montroll: no changes to the report?

S Gustin: no.

H Roen: asked questions about recent changes pertaining to first page of memo.

D White: only changes were to the definition.

The Commission unanimously approves a motion to readopt the report by J Wallace-Brodeur, seconded by Y Brandley pertaining to ZA-17-11 Emergency Shelters.

VIII. Proposed ZA-18-06: Article 8 Bicycle Parking Amendments

S Gustin: everything has been reformatted back into Article 8 after taking it out of form based code. There was rewording with changes and actual standards. General comments are addressed changing the standards in the table within the amendment. Suggested that prior to public hearing, it would be prudent for staff to go over this proposal. There is no limit for maximum number. Shelter and re-shelter are redefined and there are changes to the table. Meagan has forwarded information on shared parking and changes with standards. It would be best for the staff to see what the different numbers will be and come back with a proposal.

D White: staff can rework this.

J van Driesche: executive director of Local Motion, said the substantive comments were establishing sheltered secure structures and unsheltered unsecured outdoor parking. Commented this was an important distinction. He asked for assurance on long term bike parks. He will be working with Scott and Nicole to bring into alignment with the recommendations of the bike plan.

A Montroll: Scott will work on it and bring it back to the full Planning Commission.

J Wallace-Brodeur: question on the language of secure.

J van Driesche: made the distinction on the meaning of what is secure and unsecured bike parking.

A Montroll: no action will be taken on this tonight.

Y Bradley: felt it was unfair to ask the private sector to fund bike parking, with the City not participating in this. He has a problem with the private sector always being asked to fund amenities. This is not something that should be required and feels the private sector be given incentives or a bonus to provide amenities.

J van Driesche: speaking from perspective from downtown parking and transportation plan are subcontracted with BBA and DPW to secure downtown bike parking where it is most needed for secure and unsecure bike parking in the downtown where there's the most need and investment. There's been an inventory of the on street bike facilities to see what needs to be added for more unsecure bike parking. Also looking at the level of service for parking garages that will have limited access bike cages for secure bike parking. Encourages a standard of bike parking in an agreed upon standard and possibly reduce some car parking.

B Baker: it would be interesting to get ideas from people who are building this and look into ideas for co-location.

J van Driesche: should take a look at this and whether it could apply. It may be the owner's preference.

B Baker: we provide trolleys for connection may be a way to advertise this or have a security deposit to cover expenses.

Y Bradley: this needs collaboration to get a public/private partnership.

A Friend: what would be an equitable situation look like?

Y Bradley: trade car parking for bike parking. It comes from both sides using Cambrian Rise development as an example. It can be expensive and it's hard to build housing. To ask people to do the right thing it's a cost that needs to be incentivize enough to make the numbers work.

A Friend: maybe we should we have more bikes on Cherry St. He feels that businesses need vehicle parking and bike parking.

Y Bradley: said it's hard to rationalize taking away parking space that cannot be used 365 days a year. We need to assure businesses downtown have the facilities. How many of these requirements do we need to be successful?

A Friend: maybe city should have underground spaces?

E Lee: looking this again we should look at costs.

J van Driesche: the main cost is opportunity cost with the cost of car parking spaces being displaced.

E Lee: would like to see what are the associated costs.

J van Driesche: thanks the Planning Commission and appreciates the questions. He will address this with Scott and Nicole.

A Montroll: thanks everyone for the discussion saying the Commission will revisit this.

IX. CCRPC Regional Energy Plan Update

M Needle: gave an overview and update for the regional energy plan and update of the ECOS plan. Last time we reviewed the local constraints included in the ECOS regional plan. The long range planning subcommittee and staff at BED have done great work to help the City of Burlington meet their renewable energy target. Anything other new generation is above and beyond, which helps the region to meet their target. Last time we spoke about meeting with the Public Service Commission to discuss energy policy statements and local constraints. There are now two concepts within the energy policy regarding constraints and suitability. Constraint policies are found on page 103 and suitability policies are found on page 104 of the plan. There are six different scales of renewable energy within the county's infrastructure.

Y Bradley: asked for a copy of map seven.

M Needles: circulates the maps among Planning Commission members including an update on local and state constraints. Updates on the local and state constraints with the ECOS plan pertaining to strategy 3 and strategy 4 addressing development restrictions are referenced in the table presented in the packet. This includes the comments from the Planning Commission members. Preliminary public comments on front porch forum ends Nov 22nd after which the ECOS plan's complete draft will be warned for public hearing in January, 2018. We have modified our methodology for establishing town renewable energy targets and the feedback that the PC Commission and BED gave has helped streamline our process.

H Roen: questioned City owned park for wind and other areas at north beach.

M Needles: this is where it could be a constraint.

J Wallace-Brodeur: why is there a difference in constraints, such as wetlands?

M Needles: wetlands are state controlled but buffers are not.

Y Bradley: what's the economic impact of big wind turbines and what does it generate in dollars?

H Roen: depends on the acreage.

D White: if it has an underlining constraint it might not happen. There are many issues to address with wind.

A Montroll: thanks M Needles for the update.

X. Great Streets Standards Presentation

M Tuttle: gave an update on the project regarding standards and its comparison to form based code. Mentioned in the past the goals for a great street and how to advance those standards which includes a walkable, bikeable, accessible, environmentally sustainable, durable, vibrant uses, functional, and how to accommodate for those uses. The vision comes from many plans and documents, and regulatory guidance from municipal, state and federal help identify the ways to achieve these goals. The three base principles are that the street will restore balance and create rights of way for all users in the community. Second principle is to create unified streets design that are predictable.

D White: streets are all different in all parts of the City, so there is no unifiable language to the visual element and identity.

M Tuttle: the last principle is to reframe the center of our downtown, corridor for Main Street, to reestablish City Hall park as the center and better connect the water front to the downtown. These standards are a tools that brings together all the elements. This will provide a sense of character for the streets that gives a consistent streetscape to combining the unique conditions for more predictability, materials, maintenance, and consistency over time into a document. These standards are for only a portion of the downtown. Standards will be phased in and will take time to achieve a unified look. There are several major users with an inventory of things like transportation and number of design considerations. This provides a recommended street type using six street types. Each street has an been identified as street type with a typical cross section with minimum and maximum sidewalk design. It identifies how streets can be built and developed. Street designers will use this document and details of the plan for guidance on street furnishings, separations, and pedestrian interactions. There are many unique conditions for streets today there may be challenges that continue to exist so we built in flexibility if these standards cannot be met, mentioning the individual elements that will go into the plan. Many of our Boards and Commissions have a regulatory role, but the Planning Commission does not have a regulatory role. We have been working closely with staff and ten divisions of the City to be sure we account for all aspects of the plan. Collaborating with this team is very helpful to go over the actual details.

D White: this gives the Planning Commission information and insight into what has been consuming Meagan and the overall importance of the plan in comparison to the form based code. This is about how the public realm and private realm come together. These standards speak to the frontage zone which becomes a kit of parts to create an overall design.

M Tuttle: primarily a tool for any development project in the public ROW by DPW, Parks and Rec's, Stormwater department and all professionals the city hires to complete the projects. The time line for the standards can be used for many generations. Time frame for Main Street is a couple years out.

H Roen: this is a great opportunity for the City to put forth the improvements as a positive effort.

D White: essential to develop this and require a lot from developer;

M Tuttle: the challenge is the costs and the City needs to do project and maintenance in a different way.

A Montroll: important to engage with plan BTV and the streets.

XI. Committee Reports

A Montroll: executive committee had one member.

A Friend: there was a lack of quorum for the Ordinance Committee.

H Roen: Alex, David and I went to ethical training with League of Cities and Towns. It would be nice to have a list of guidelines and best practices.

D White: are some pieces that are important to be aware of, but ex parte is not issue.

H Roen: if someone brings up controversy, we need to address as a body

B Baker: a lot goes with the notion of disclosure.

XII. Commissioner Items- *Next meeting is Tuesday, November 28, 2017 @ 6:30 pm in Conference Room 12*

XIII. Minutes & Communications

The Commission unanimously approved a motion by Y Bradley, seconded by H Roen, to approve the minutes of October 10, 2017.

XIV. Adjourn

The Commission unanimously approved a motion by A Friend, seconded by H Roen, to adjourn the meeting at 7:58pm.



Andy Montroll, Chair

Signed: December 13, 2017



Submitted by: Meagan Tuttle, Comprehensive Planner