

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, February 13, 2018, 6:30 P.M. Conference Room 12, City Hall, 149 Church Street Minutes

Note: times given are approximate unless otherwise noted.

Board Members Present: A Montrall, B Baker, J Wallace-Brodeur, E Lee, H Roen, A Friend

Board Members Absent: Y Bradley, E Dunn

Staff Members Present: D White, S Gustin, M Tuttle, A Wade, A Schwemler

I. Agenda

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

II. Public Forum

No members of the public wished to speak.

III. Report of the Chair

No report.

IV. Report of the Director

D White: New version of the CDO is available, which includes all amendments up through January 12, 2018—available in hardcopy or online. Currently there are two projects before the DRB for review under the new Formed Based Code. They include the rehabilitation of City Hall Park as a civic space and an amendment to City Place Burlington, which adds 12 units of housing that replace parking along the street facades of St Paul and Pine Street. The housing units will be consistent with the rest building façade and will be approved administratively.

M Tuttle: Information about the CCRPC's Forum on the Economics of Housing is available by email all who are interested. Department's new student intern, Ava Schwemler, will be working on the municipal plan and planBTV update.

V. Proposed ZA-18-06: Article 8 Bike Parking Amendments

S Gustin: The commission reworked a proposal for bike amendments with revisions pertaining to flex time for employees, the sq. ft. standard, reference bike standards in the code; and allowing for long term bike storage in apartments.

D White: Staff recommends that this version be warned for a public hearing.

B Baker: The standards are not written to be directives to do something. The criteria have ambiguities.

D White: These are examples of the principal considerations for thinking about racks based on the performance characteristics of what kind of rack have to be functional, as long as it meets the objectives, and how it addresses the criteria in the code.

J. Wallace-Brodeur: These are very common racks that don't function well. It's educational in having the examples for a better design.

The Commission unanimously approved a motion by E Lee, and seconded by H Roen, to warn the amendment for public hearing and to approve the municipal bylaw amendment report.

VI. Proposed CDO Amendment: FD5 Boundaries

M Tuttle: Will continue our discussion about the FD5 boundaries from the last meeting. We are looking at the boundary of the district for several reasons: what's there today and could it be built under current zoning; if zoning were changed to FD5, could more structures and uses could be supported; and what is the most appropriate use there in the future.

A Montroll: What types of non-conformities are typically existing on the numbered properties?

M Tuttle: Generally looking at setback, lot coverage, use, density.

E Lee: What are the height requirements between FD5 and RH? What about historic properties?

D White: FD5 is looking for mixed use opportunities and these properties can add to this area. For FD5, there are specific height requirements near a residential district. Historic review would allow someone to take down and put up something more appropriate based on Sec 5.4.8 criteria. FBC max height is 65ft subject to DRB review and 45 ft. for administrative review.

Commission discussion included properties 1 through 14.

VII. 2019 Update to *planBTV*: Municipal Development Plan

M Tuttle: Presented a Blueprint document to the Commission about the process to update *planBTV*. The reason for updating the plan is based on state statute, age, and content. The process is about maintaining the plan's vision of Burlington as a sustainable core community, and making the rest of the plan's content more relevant and clear.

A Montroll: Will the plan be hard copy or only on the website?

M Tuttle: Hard copy will be short, focused on on policies, and maps and information to support policies will live online.

D White: The vision hasn't changed for a long time, and while the plan will be updated, the direction will be consistent.

M Tuttle: The process will use consultants selectively, but majority of plan development will happen at a staff level, in coordination with the Commission along the way. This will ensure that when we are ready to share a draft, the Commission will know what it says. Public engagement will focus on understanding what's important in the current plan, and then when a draft is available, it will focus on prioritizing policies for certain parts of the City. Also want the Planning Commission to be involved in the engagement, host visits in neighborhoods, be a part of the conversation, liaison to Council. collect input and information on trends and issues for the City. A draft plan will need to be warned for public hearing by October. This begins the long process of adoption, and the goal is that City Council adopts before it expires in March 2019.

D White: In talking about changes to the plan, these exchanges will give direction for topic areas and defining the work which needs to be done over the next 8 years.

A Friend: Requested that the youth commissioner be engaged, too.

M Tuttle: The next steps are to begin internal conversations about plan implementation and preparing the Community Engagement Strategy.

H Roen: This is an overall good direction, ambitious and hopefully other priorities won't overtake the process. What about the South End plan?

M Tuttle: South End neighborhood conversations will look different than other neighborhoods. Can use this as a point to revisit the conversation about the revised plan in the South End.

E Lee: This is almost a start over because the plan is stale.

D White: This becomes a start point that the other neighborhoods don't have.

H Roen: In a limited sense, it may be good to have outside consultants to serve as meeting facilitators.

M Tuttle: We are working on a process for a draft and when the most captive times of year to get people involved. Our student intern, Ava Schwemler will help with the community engagement opportunities to gain a diversity of input.

J. Wallace-Brodeur: Support the idea to advance the plan update and South End plan adoption at the same time, but need to be careful not to derail. There should be flexibility in case there is a need to adjust the strategy. What happens if can't readopt by March 2019?

D White: At the basic level, can't change zoning and revise impact fees.

J. Wallace-Brodeur: Need a good handle on how to manage public engagement to stay on track.

A Montroll: A huge part of this is reorganization. The way in which we handled planBTV Downtown and the Mall Redevelopment made a huge difference. With form based code, our main goal was reorganization, but we kept it similar and identified the sticking points to be resolved later as we went through the process. The core policies haven't changed, but the approach did.

M Tuttle: It's important to make sure people understand this process will maintain the vision and not make major policy changes.

D White: Unresolved issues can be looked at another point in the future.

A Montroll: The Commission supports this work and is willing to bring this to City council once ready.

VIII. Committee Reports

A Friend: Ordinance committee has a proposal for the density calculation amendment, which will come to a future meeting.

IX. Commissioner Items

M Tuttle: E Dunn is absent tonight, but he will provide an update on the Burlington High School Renovation at the next meeting time.

The next meeting is Tuesday, February 27, 2018 at 6:30pm in Conference Room 12.

X. Minutes & Communications

The Commission unanimously approved a motion by E Lee, seconded by H Roen, to approve the minutes and of both the January 23, 2018 meeting and the January 30, 2018 meeting and a communication.

XI. Adjourn

The Commission unanimously approved a motion by E Lee, seconded by J Wallace-Brodeur, to adjourn the meeting at 8:10pm.



Andy Montroll, Chair

Signed: March 13, 2018



Anita Wade, Planning and Zoning Clerk