

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 PLANNING ADVISORY COMMITTEE - MINUTES
3

4 DATE: Wednesday, October 12, 2016
5 TIME: 2:30 p.m. to 4:30 p.m.
6 PLACE: CCRPC Offices, 110 West Canal Street, Suite 202, Winooski, VT

Members Present

Joss Besse, Bolton
Ken Belliveau, Williston
Dana Hanley, Essex
Jacob Hemmerick, Milton
Andrew Strniste, Underhill
Alex Weinhagen, Hinesburg
Paul Conner, South Burlington
Sarah Hadd, Colchester

Dean Pierce, Shelburne (via phone)
Everett Marshall, Huntington
Karen Purinton, Colchester

Staff

Regina Mahony, Planning Program Manager
Melanie Needle, Senior Planner

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8
9 **1. Welcome and Introductions**

10 Joss Besse called the meeting to order at 2:35 p.m.
11

12 **2. Elect a Vice Chair**

13 Alex Weinhagen made a motion, seconded by Everett Marshall, to elect Paul Conner as Vice Chair of the
14 Planning Advisory Committee. No further discussion. MOTION PASSED.

15 **3. Approval of September 14, 2016 Minutes**

16
17 Dean Pierce made a motion, seconded by Alex Weinhagen, to approve the September 14, 2016 minutes. No
18 further discussion. MOTION PASSED.
19

20 **4. Amend Municipal Plan Review Guidelines**

21 Regina Mahony explained that the changes requested at the last meeting were incorporated, and she identified
22 a few additional changes that were made since the packet went out. These included clarification of
23 “readoption” as a full update of a Plan that would bring it up to full compliance with statute and a new
24 expiration date; and the correct terminology for the consistency standard. The PAC discussed whether “upon
25 request” of the municipality, is the right approach for CCRPC review of an amendment. The PAC decided to
26 keep “upon request” as the PC public hearing notice may not always be the best time for CCRPC’s review. As
27 is our usual practice, CCRPC will continue to touch base and communicate with each municipality when an
28 amendment is proposed to figure out the best timing for review.
29

30 Paul Conner made a motion, seconded by Dean Pierce, to recommend that the CCRPC Board adopt the
31 amendments to the *Guidelines and Standards for Confirmation of Municipal Planning Processes and*
32 *Approval of Municipal Plans*. No further discussion. MOTION PASSED.
33

34 **5. Energy Standards**

35 Melanie gave a brief overview of the Draft Determination Standards; and the draft comments from CCRPC
36 Staff. Dana – what analysis do they need to do for the Regional Plan? CCRPC will do everything that is
37 needed for the Regional Energy Plan. Municipalities need not do anything unless you want to do a local plan
38 before we finish the regional energy plan. The PAC provided the following questions/comments:

- 39
- 40 • Combine Parts II and III.
 - 41 • Recommend a range of targets, rather than specific targets.
 - 42 • Recommend flexibility as not all municipalities will be able to follow all of the pathways identified in
43 Part III.
 - What can the “other categories” replace in terms of action items (example Page 8, Part 6.a.vi).

- 1 • Recommend an *optional* pre-application review, so that a municipality doesn't have to adopt their plan
2 before learning whether the plan qualifies for a determination of energy compliance.
3

4 The Energy Sub-Committee (to the Long Range Planning Committee) and the Board will look at these
5 comments before submitting them to the State.
6

7 **6. ECOS Accomplishments**

8 Colchester - New Lakeshore district for the Bay, Green infrastructure standards, and larger clean water
9 initiative with a comprehensive look at the entire Bay area.
10

11 Essex – Final stages of adopting a scenic resources overlook district (final PC hearing on 10/27). Thoughtful
12 growth in Action (came out of H&S) – decided to merge the Planning Commission, and have two different
13 DRBs. Award winning Comprehensive Plan.
14

15 So. Burlington – Adopted Comprehensive Plan and adoption of FBC with inclusionary zoning, city wide
16 stormwater and energy standards. New collaborative effort to manage stormwater in the Town of Shelburne.
17

18 Hinesburg – First affordable family housing project. Completion of draft comprehensive plan.
19

20 Huntington – Upgraded a lot of culverts, bridges and ditches – a major accomplishment after many storms and
21 damage. Making great process on zoning updates. Now have a DRB.
22

23 Williston – been updating town plan over last couple of months. SW utility implemented in the last year.
24

25 Underhill – Culvert replacements. Looking at revising zoning regulations. Thinking about FBC.
26

27 Milton – 60 new affordable senior housing units coming online (Cathedral Sq); in addition to 34 units from the
28 year before. Also lots of growth in Catamount Industrial Park. Working on unified bylaw (for 2017
29 adoption).
30

31 Shelburne – FBC zoning overlay. SW partnership with So. Burlington.
32

33 Bolton – Town Plan major rewrite – pilot for the State Planning Manual, hopefully shorter and more concise.
34 Rock-lined ditches on two miles of roads. Capital Improvement Plan in development.
35

36 **7. Colchester Town Plan Amendment**

37 Regina Mahony explained this is a Plan amendment, and as discussed at the last meeting this is on the agenda
38 for informational purposes. Sarah Hadd described the background and purpose of this amendment to their
39 2014 Town Plan. They've looked at West Lakeshore Drive holistically considering the water quality
40 relationship with the Bay. The Fire District been working with Burlington on bringing municipal sewer
41 service to this area; and DEC needs language in Town Plan about sewer expansion and the associated land use
42 to make sure the Town is properly planning for it. This effort is supported by the Integrated Water Resources
43 plan that helped the Town understand the inputs to the Bay and the improvements needed to help improve the
44 water quality. The Town Plan will still expire in 2019. Joss Besse asked if the areas to be served by sewer are
45 already developed or new areas for growth? Sarah Hadd described the areas as follows: Hineburg Prim –
46 existing strip development with a plan for infill mixed use/walkable development; West Lakeshore Drive –
47 summer/seasonable but also strip. East Lakeshore Drive – more dense than current zoning would allow for
48 and onsite septic systems are failing. The proposal is for 150,000 gallons of wastewater treatment which will
49 just serve existing development with some infill. The area is currently all served by on onsite wastewater.
50 Especially concerned about best fixes on East Lakeshore Drive. Ken Belliveau asked how the cost will be
51 borne and by who. Sarah Hadd explained that part of the work the Town is doing is figuring out if it is
52 economically viable. Including costs of improvements once the roads are replaced; and mandatory hook-ups.
53

1 **8. Williston Comprehensive Plan (public hearing included)**

2 Joss Besse opened the public hearing. There were no comments. The public hearing was closed.

3
4 Regina Mahony explained that this is a plan readoption – a complete update and incorporation of all new
5 statutory requirements. Staff found that the Plan includes all the requirements, with the exception of a
6 compatibility statement. The Town has indicated that they are still working on this, and it will be incorporated
7 into the final plan. The PAC provided a number of comments/questions, including:

8
9 Paul Conner asked about the build out analysis and if that number is still accurate and/or conceivable. Ken
10 Belliveau stated that some of the assumptions are no longer the same including the base density. In addition,
11 the farther out from the growth center the less likely applicants are to build out to the full density of the lot (for
12 example, they are building 1 unit/5 to 8 acres when 1 unit/2 acres is allowed). There was a question about
13 whether CCRPC would consider doing another County wide build out? Regina Mahony stated that they would
14 consider it if they can get it into the UPWP.

15
16 Joss Besse asked Ken if he has looked at adjacent municipalities, and if he anticipates any issues with
17 surrounding Towns? Ken Belliveau indicated that they don't anticipate any issues. The borders are largely
18 rivers and rural to rural with the exception of the airport and IBM (on both sides of the river).

19
20 Alex Weinhagen asked if there has been any thought about housing for our changing demographic, and
21 particularly more universal design? Ken Belliveau stated that they haven't set goals to build to the older
22 demographic per say, however their concentrated multi-modal development is all focused toward that (Finney
23 Crossing as an example). One story living is being built in many of their developments. Alex Weinhagen
24 suggested that it may be helpful to make mention of this in the Plan.

25
26 Sarah Hadd stated that the Town Plan does a great job of balancing growth areas with non-growth. She asked
27 if the Town has considered adding River Corridors; and suggested that many of the MS4 municipalities are
28 already doing this work and the River Corridor concept could be a nice way to re-package the existing effort.
29 Ken Belliveau indicated that they have an existing 150' buffer on some rivers that has been in place for quite
30 some time. In the past they lessened the setback on Lake Iroquois which gave an incentive to upgrade onsite
31 septic systems.

32
33 Joss Besse asked about the working lands and the need for working lands diversification, and noted that he
34 would be interested to see how this will look in the zoning regulations. Joss Besse also noted that the
35 implementation matrix is about 15 pages long, and he asked if the Town has thought about focusing up that
36 list. Ken Belliveau stated that they look at the list every time they update the Comprehensive Plan to see what
37 they are going to do, what they weren't able to get done. They also look at it on a regular basis for work
38 programming. Unless it involves a state agency they have had general success at getting through the tasks.
39 Dana Hanley noted that the matrix was helpful and easy to understand.

40
41 Sarah Hadd made a motion, seconded by Jacob Hemmerick, that the draft 2016-2024 Williston
42 Comprehensive Plan, as submitted, meets all statutory requirements for CCRPC approval, with the exception
43 of the statement of compatibility, and that the municipality's planning process meets all statutory requirements
44 for CCRPC confirmation. Upon notification that the Plan, with the required statement of compatibility, has
45 been adopted by the municipality, CCRPC staff will review the plan, and any information relevant to the
46 confirmation process, for changes. If staff determines that changes are substantive, those changes will be
47 forwarded to the PAC for review. Otherwise the PAC recommends that the Plan, and the municipal planning
48 process, should be forwarded to the CCRPC Board for approval with a condition that the statement of
49 compatibility be included in the final plan. No further discussion. Ken Belliveau abstained. MOTION
50 PASSED.

51
52 **9. Regional Act 250/Section 248 Projects in the Horizon**

- 53
- South Burlington – Larkin Terrace, 60 units to replace extended stay hotel.

- 1 • Milton – none
- 2 • Underhill – none
- 3 • Williston – 70,000 sq.ft., 175 dwelling units, Cotton Wood II (Cotton Wood I was approved but
- 4 nothing came from it), former driving range on Williston Road (in the growth center). Also 40 units
- 5 of senior housing in Blair Park. There may be some more catch up permits with the new owners of
- 6 Tafts Corners.
- 7 • Hinesburg – none
- 8 • Huntington – none
- 9 • Bolton – none
- 10 • Colchester – none

11
12 **10. Other Business** - none

13
14 **11. Adjourn**
15 The meeting adjourned at 4:35 p.m.

16
17 Respectfully submitted, Regina Mahony

DRAFT