

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

4 DATE: Wednesday, July 11, 2018
5 TIME: 2:30 p.m. to 4:00 p.m.
6 PLACE: CCRPC Offices, 110 West Canal Street, Suite 202, Winooski, VT
7

Members Present:	David White, Burlington
Victor Sinadinowski, Milton	Eric Vorwald, Winooski
Ken Belliveau, Williston	Everett Marshall, Huntington
Jessica Draper, Richmond	
Paul Conner, South Burlington	Staff:
Dana Hanley, Essex	Regina Mahony, Planning Program Manager
Darren Schibler, Essex	Emily Nosse-Leirer, Planner

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10 **1. Welcome and Introductions**

11 Regina Mahony called the meeting to order at 3:33 p.m. Regina welcomed Winooski's new Planner, Eric Vorwald,
12 and the Committee introduced themselves.
13

14 **2. Approval of June 13, 2018 Minutes**

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16 David White made a motion, seconded by Everett Marshall, to approve the June 13, 2018 minutes. No further
17 discussion. MOTION PASSED. Eric Vorwald abstained.
18

19 **3. Act 250/Section 248 Review Guidelines**

20 Emily Nosse-Leirer provided a brief overview of the amendments to these guidelines; and explained the changes
21 since the last time the PAC saw the amendments. The PAC had the following comments/questions:
22

- 23 1. Add in "PUC proceedings" to the end of the highlight on Page 4, and change "should" to "will".
- 24 2. There was a discussion about whether CCRPC should be reaching out to more Staff than the Planning office
25 to determine the municipalities position on an application. The PAC indicated that the PUC only notifies the
26 Planning Commission and the Selectboard. Those Departments decide how the applications are handled in
27 house; and the process is probably different from municipality to municipality. More than likely the Planning
28 Office is going to be the right place to get the information as they do the development review themselves and
29 coordinate with other Departments as needed. CCRPC Staff have never had a problem with the Planning
30 Office as the main point of contact. After discussion, there was consensus to leave the policy as "municipal
31 staff" generally.
- 32 3. There was a question about whether CCRPC Staff is now looking at every PUC advanced notice and
33 petition. CCRPC Staff is looking at them all for energy generation. We will only look at telecommunications
34 projects if they go to hearing. This should be made clear in the guidelines.
35

36 Everett Marshall made a motion, seconded by David White, to recommend that the CCRPC adopt the Guidelines and
37 Standards for Reviewing Act 250 and Section 248 Applications with the amendments described above. No further
38 discussion. MOTION PASSED.
39

40 **4. Essex Land Use Regulation Housing Audit Study**

41 Dana Hanley explained that Essex requested CCRPC to conduct an audit of their land use regulations to identify
42 barriers to affordable housing. They are struggling with affordable housing and weren't ready to conduct a housing
43 needs assessment yet (VHFA is updating their website which will be a big help once this is done). This was a good
44 step to start thinking about what amendments may be needed from the regulatory side to address affordable housing.
45

46 Regina Mahony provided an overview of the report and explained some the research that she included in the report;
47 as well as municipal comparisons. The report includes a review of the Development Review Process, Accessory

1 Dwelling Units (ADU), Base Density, Bonus Density & Planned Unit Developments and Parking. Overall the
2 recommendations are to make the regulations more predictable, objective and less-discretionary in the areas where
3 the Town would like to see more growth.
4

5 There was a good discussion about eliminating the owner occupancy requirement associated with ADUs to create
6 more flexibility and promote the use of them. Or a much simpler approach would be to allow duplexes and multi-
7 family in single family districts. In Huntington they tried to allow ADUs in detached structures as a permitted use,
8 and the DRB wanted to keep it as a Conditional Use.
9

10 There was further discussion regarding the Town Center Master Plan process and a hesitancy from the community to
11 go to 6 stories. They may get to 5 stories. There may be a change in the construction standards that allow for a 5 story
12 wood construction; where it used to be 4. If that is the case allowing 5 stories would go a long way in more units, and
13 affordability within a cheaper construction style.
14

15 There was a question about whether solar canopies over parking lots have been installed in Vermont. A number of
16 examples were mentioned.
17

18 Regina Mahony will send out a link to the resources used for the study for others to download.
19

20 **5. Regional Act 250/Section 248 Projects on the Horizon**

21 Burlington: nothing new

22 Huntington: nothing

23 Essex: just minor amendments to existing permits.

24 South Burlington: There is a project in 2 front of the Holiday Inn in the FBC that is subject to Act 250. Eventually a
25 large residential neighborhood (160 3 housing units at Nolan Farm and Dorset) will go to Act 250. Other projects are
26 in priority housing areas and not subject to Act 250.

27 Richmond: nothing

28 Williston: Additional amendments/phases for Finney Crossing. A previous amendment for the Hotel is under appeal.
29 They've begun preliminary talks with the State Police & VTrans to relocate the police barracks adjacent to the park
30 & ride.

31 Milton: 252 Middle Road solar project expansion.

32 Winooski: nothing
33

34 **6. Other Business**

- 35 a. FloodTraining.vermont.gov is now fully available for administrative officers (AO) of municipal flood hazard
36 and river corridor bylaws. The site features tools and case studies for AOs, members of Development
37 Review Boards and other community officials. The new site complements FloodReady.vermont.gov with its
38 focus on community planning for flood resilience, and the technical materials available at the DEC
39 Rivers page.
- 40 b. FY19 Municipal Planning Grant program has been announced and applications are due on October 1. See the
41 [Program Description](http://ProgramDescription) for more details. Also as a reminder CCRPC's work program solicitation will go out in
42 November, and are due in January so you can pair the two programs if you'd like.
- 43 c. Here are the 2018 Legislative Session Summaries:
- 44 i. VLCT: <https://www.vlct.org/news/2018-legislative-wrap>
- 45 ii. DHCD:
46 [http://accd.vermont.gov/sites/accdnew/files/documents/CD/CPR/DHCD_Legislative%20Up](http://accd.vermont.gov/sites/accdnew/files/documents/CD/CPR/DHCD_Legislative%20Update_2018_FINAL.pdf)
47 [date_2018_FINAL.pdf](http://accd.vermont.gov/sites/accdnew/files/documents/CD/CPR/DHCD_Legislative%20Update_2018_FINAL.pdf)
- 48 iii. VPA's summary was included in the meeting packet.
- 49 d. White + Burke is looking for a municipal project to "workshop" at the VT Development Conference.
- 50 e. VPA's Summer Celebration will be in Bromley this year.
- 51 f. Regina Mahony has not yet had a chance to organize the next convening of the Housing Committees. This
52 will likely take place at the end of October, as the end of August may not be the best time.
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1 **7. Adjourn**

2 The meeting adjourned at 4:30 p.m.

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4 Respectfully submitted, Regina Mahony