

Burlington Planning Commission

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Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Michael Gaughan
Erin Malone
Julia Randall

Burlington Planning Commission

Tuesday, May 28, 2024, 6:30 P.M.

Hybrid Meeting via Zoom and in the Bushor Conference Room

Draft Minutes

Members Present	A. Montroll, A. Friend, E. Malone, J. Randall, M. Gaughan, B. Baker
Staff Present	M. Tuttle, C. Dillard, S. Morgan, Sarah Russell (CEDO), Brian Pine (CEDO)
Public Attendance	Sharon Bushor, Amy Demetrowitz (COO, CHT)

1. Agenda

Call to Order	Time: 6:30pm
Agenda	No changes.

2. Public Forum

Name(s)	Comment
Sharon Bushor	- Spoke about her appreciation for the Commission and staff. - To give better guidance to individuals about the state statue (in regards to the memo about the Emergency Shelters – item 5) - NC and the secondary structures - if the Planning Commission could at least talk about the number of units in a secondary structure and reconfirm or reaffirm what was sent forward and the commitment to that or change it. - Concerned about stormwater run-offs and affordability for homeownership.

3. Chair's Report

J. Randall	Julia and Andy nominated Jak Tiano for an award for the Vermont Players Association Significant Planner of the Year, and he won. Congratulations to Jak.
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4. Director's Report

M. Tuttle	- The big items on the team's radar: - leadership transition in the department and other key transitions the City will be planning for. - Charles in particular has been working really closely with Samantha Dunn from the Community and Economic Development Office on a lot of the planning to implement well South End Innovation district zoning. Working in collaboration with CEDO to identify what roles and responsibilities Charles will be able to help continue to lead in that effort and how others in CEDO will be able to help kind of continue the work that Samantha was part of on that effort.
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Tuesday, May 28, 2024

	• Long time City Engineer – Norm Baldwin left the city last week. • The Mayor asked Charles to serve in the interim director capacity starting July 1st and he accepted. • The Planning Director position was posted last week. • The Mayor will be reaching out to Andy as the chair to talk to him about how the Planning Commission, how some of you will be engaged in that committee, the search process. • Continue to participate in the FY25 budget process. The City Council has 3 meetings in June. And in addition to working on director appointments, reappointments, which they'll be doing soon, and board and Commission member appointments, they will also be focused on the budget for probably all of those meetings in June. • Working on opportunities to bring the Mayor on to present projects.
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5. **Public Hearing for Proposed CDO Amendment: ZA-24-03 Emergency Shelters**

Action #1: Amend the proposed language as read by Charles (1:11:05)		
Action #2: Refer the discussion and the associated changes to the City Council		
Motion #1: M. Guaghan	Seconded by: A. Friend	Vote: unanimous
Motion #2: A. Friend	Seconded by: J. Randall	Vote: unanimous
M. Gaughan: • "This presents as an opportunity to reconsider what we've done, particularly given the situation we have where, you know, people are sleeping in the woods or in places that aren't structured, whether it makes sense to expand beyond just the residential zones, knowing that sighting of housing of any type in residential zones right now in Burlington is extremely expensive." • Liked Amy's comment about having flexibility with buildings. • Can integrated services be provided in an industrial type setting? <u>S. Russell</u>: Believes integrated services can be provided in those locations. E. Malone: • The proximity of the pods to the schools and its impact. • Changing operational hour. <u>M. Tuttle</u>: "Right now our ordinance says that people who are using an emergency shelter cannot stay there for more than 180 days. And I think there's language in there that talks about overnight use, not days I'm used. And both of those things the state has said that we cannot tell shelter operators they have to do or not do." Amy Demetrowitz: "Making people leave is not a humane way to temporarily have something". Amy Demetrowitz: • Spoke about the opportunity to convert buildings to shelters, and the long-term use and flexibility of buildings. • College dormitories would make great smaller shelters. • Encourages expanding to different district areas. S. Russell: • Supports changes around easing restrictions to establish emergency shelter. • Supports Amy's comments.		

- Estimate approx. 200-240 people who live unsheltered in the Chittenden County, but primarily in the Burlington area.
- Anticipates large scale changes to the state's General Assistance emergency housing program or the motel program.
- Making more connection with people when services are offered on site.
- Currently have around 1,700 households statewide in the motel program. The number will be reduced to 1,100 on September 15th.
- Emergency motel program adopted caps on the length of stay which poses a great challenge.
- There will be no expended edibility for folks to access the motel program during the winter months. It will have a tremendous impact on unsheltered people.
- 24 hr. operational shelter is ideal but tremendously challenging.
- There are several shelters right now that are in very, very close proximity or adjacent to schools that pose no challenges.
- Encouraged to think about the different kinds of shelter that are needed in addition to low barrier shelter for adults, we also need shelter for family, families with young children as well.
- Strongly encourages expanding to both the enterprise and institutional districts.
- Spoke about a very successful shelter model just outside Boston where they have implemented a shelter that is actually operated by the hospital within a parking lot.
- In addition to opportunity with utilizing student dormitories for shelter capacity, we can also think about how we might encourage the hospital to engage in some homeless health care and shelter provision within that district as well.

M. Tuttle:

- From a historic perspective, the main reason why we had not considered allowing emergency shelter in the Enterprise district is because prior to the SEID, we didn't allow any type of residential use at all.

Brian Pine:

- Reiterated an important policy objective which is that shelters are not the answer and the solution. It is a temporary condition that can be ameliorate with wrap around support, with housing that has services, with rental assistance that makes it possible for people to remain housed.

Sharon Bushor:

- An ordinance that just refers to a state statute is not user friendly.
- Agrees with B. Pine to put resources into permanent housing.

Todd DeLuca:

- Would like the City to provide a breakdown of shelter expenses.
- The facilities for encampments are underserved.
- More explanation to the definition of what counts as shelter.
- Dogs as sticking point to access shelters.

Evan Gould:

- Echoes Sharon and Todd's comments about the definition of what is an emergency shelter.

J. Randall:

- Support the changes to expand into the institutional and enterprise zones.
- Provide more education on what emergency shelters mean.

6. Proposed CDO Amendment: ZA-24-04 Neighborhood Code Part 2

Streamline ADUs and one unit secondary buildings, treat these impact fee waivers and admin review more as incentives to an owner occupied situation with the fall back being that somebody could remove that owner occupancy caveat.

7. Planning Commission Annual Report

Action: Approve Annual Report and refer it to the City Council

Motion: A. Friend

Seconded by: E. Malone

Vote: unanimous

Thanks were offered to the team for the work done.

8. Commissioner Items

Next PC meeting – June 11th

Juneteenth celebration – June 15th. Sarah will be tabling at the event.

9. Minutes

Action: Review and approve the 5/14 PC meeting minutes

Motion by: A. Friend

Second by: J. Randall

Approved: unanimous

Correct A. Friend's comment on secondary structures.

10. Communications

Action: Review and accept the communications

Motion by: A. Friend

Second by: J. Randall

Approved: unanimous

11. Adjournment

Adjournment

Time: 8:47 p.m.

Motion: J. Randall

Second: E. Malone

Vote: unanimous