

Burlington Planning Commission

Tuesday, October 22, 2024, 6:30 PM

Remote & Virtual Meeting via Zoom

In person option available:

Bushor Conference Room (Room 102), 1st Floor of City Hall, 149 Church St.

To Join the Meeting on a Computer

Link: <https://zoom.us/j/97941883790?pwd=bGZBNzNyV1liL3p5NkhIL2dqUFIzdz09>

Passcode: 658929

To Join the Meeting on a Phone

Number: +1 646 931 3860 US Meeting ID: 979 4188 3790

1. Agenda

2. Chair's Report

3. Director's Report

4. Public Forum

Subject	4.1. Speakers will be limited to no more than 3 minutes during the public forum
Meeting	October 22, 2024 - Planning Commission Agenda - Tuesday, October 22, 2024, 6:30 PM, Burlington Planning Commission
Category	4. Public Forum
Department	Planning
Type	

5. Proposed CDO Amendment: ZA-25-02 Neighborhood Code PUDs

Subject	5.1. Recommended Action: Ask questions and provide feedback on the draft amendment
Meeting	October 22, 2024 - Planning Commission Agenda - Tuesday, October 22, 2024, 6:30 PM, Burlington Planning Commission
Category	5. Proposed CDO Amendment: ZA-25-02 Neighborhood Code PUDs
Department	Planning
Type	

6. Commissioner Items

7. Adopt Minutes

Subject	7.1. Recommended Action: Review and approve the 10/8/24 and 9/24/24 Planning Commission meeting minutes
Meeting	October 22, 2024 - Planning Commission Agenda - Tuesday, October 22, 2024, 6:30 PM, Burlington Planning Commission
Category	7. Adopt Minutes
Department	Planning
Type	

8. Communications

8.1. Recommended Action: Review and approve communications (if applicable)

9. Adjournment

TO: Burlington City Council
FROM: Charles Dillard, AICP, Principal Planner
Sarah Morgan, Planner
DATE: October 18, 2024
RE: Proposed ZA-25-02 Neighborhood Code Planned Unit Development Standards

1. Overview & Background

The City Council adopted ZA-24-02 (Neighborhood Code) at its March 25, 2024 meeting. This amendment creates a new framework for the city's residential zoning districts that enables a range of housing types, including single-family, ADUs, duplex through four-unit developments, and townhouses and small multi-unit buildings. These amendments enable greater flexibility for existing homes as well as a range of housing options within neighborhoods, create new zoning standards along transportation corridors identified in *planBTV*, and comply with Act 47 of 2023 of the VT Legislature.

During its discussion of the proposed Neighborhood Code amendments in fall and winter 2023, the Joint Neighborhood Code Committee bifurcated the Code to facilitate discussion of the Code's core concepts while reserving later discussion for subsequent packages of amendments. Part One, those amendments adopted in March, addresses substantive changes to Article 4 and Appendix A, as well as other sections. Those changes evolved the residential zoning district standards, allowable uses, and district boundaries. A subsequent amendment, ZA-24-04, addresses the first series of additional amendments to incorporate the Neighborhood Code into other sections of the CDO, as well as to address technical corrections from ZA-24-02. This amendment, ZA-25-02, address Planned Unit Development standards

2. Planned Unit Developments

This amendment will modify, at minimum, the following Planned Unit Development standards:

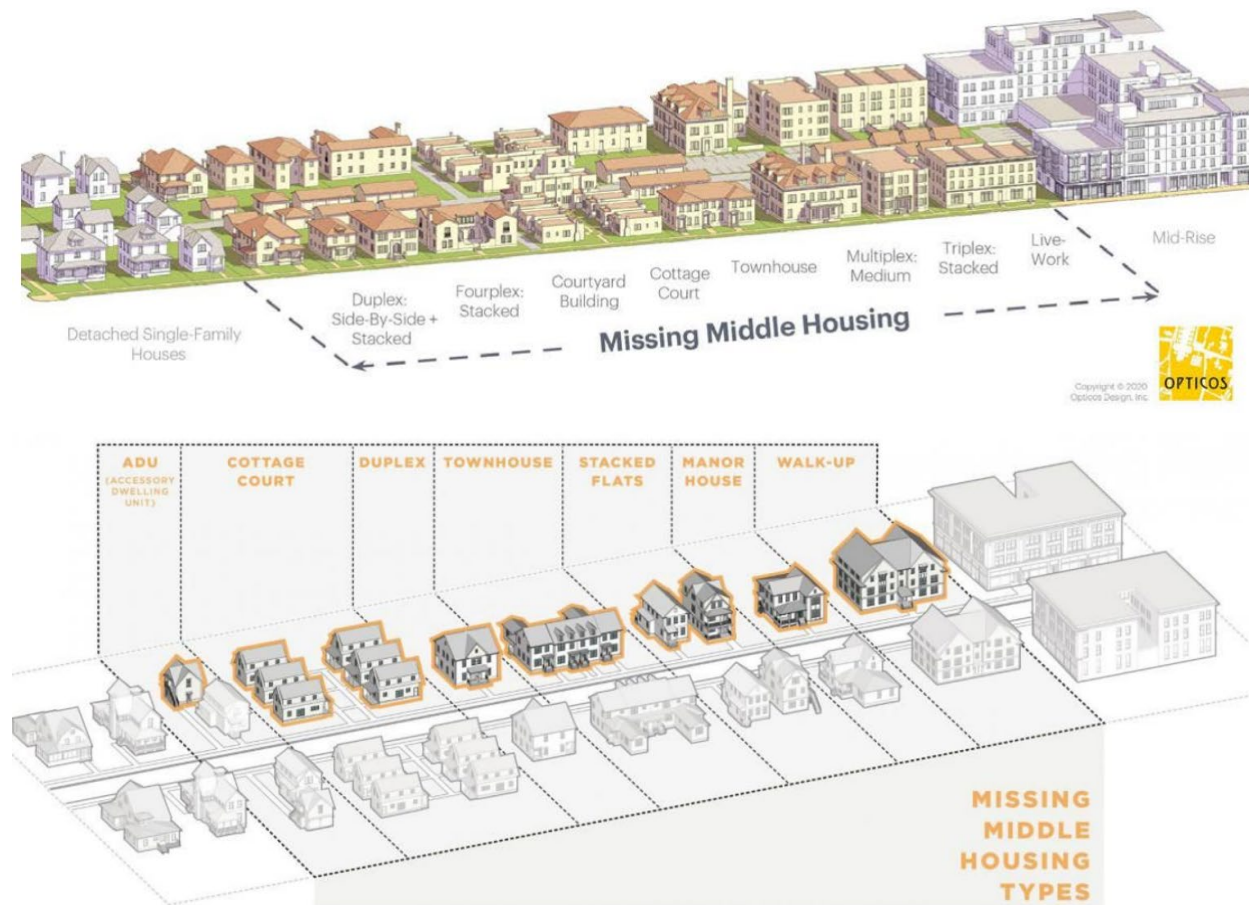
- Thresholds for lot/project size in the Residential districts;
- Development intensity (FAR);
- Permitted Uses;
- Setbacks; and,
- Other topics as identified

During its spring/summer 2024 discussions of ZA-24-04 Neighborhood Code 2A, the Planning Commission discussed an initial staff proposal for PUDs. Ultimately, staff recommended to remove PUD standards from the amendment at its public hearing, due to the complexity of this development type and its lack of direct connection to the topic of Secondary Structures, the latter of which City Council directed the Commission to review once again prior to the October 1 effective date for those Secondary Structures.

During its PUD discussions, the Commission focused on two topics primarily: FAR and maximum Building Footprint. Regarding FAR, the Commission expressed interest in understanding the housing output of various FAR standards, and also heard support from some in the community for FAR standards higher than those proposed by staff. After reviewing the initial FAR standards once again, staff recommends similar or slightly increased FAR standards of 0.75 in the RL district and 1.0 in the RM and RC districts (there are no specific PUD standards proposed for the RH district).

With respect to building footprint, the initial proposal recommended allowing buildings up to 10,000 or 15,000 square feet in PUDs of 1 to 3 acres and 3+ acres, respectively. In hindsight, staff suggests these proposed maximums are too large on PUD sites less than three acres. Generally, changes to the PUD standards within the frame of the Neighborhood Code should seek primarily to employ

those building typologies facilitated in the district's base standards, with exceptions for large projects (3+ acres). In other words, Neighborhood Code-related PUDs should seek to facilitate "missing middle" scale housing typologies, typically ranging in size from two to 16 units, such as those identified in the two images below.



Source: Union Studio

Staff recommends allowing larger format buildings with footprints up to 15,000 square feet only in PUD projects of three or more acres. A previous recommendation that PUDs should only be allowed to contain one such large format building has been deleted from the current proposal. Any consideration for allowing even larger buildings should be made outside of the Neighborhood Code project, particularly through area planning processes like the upcoming *planBTV: New North End*.

The recommendation to reduce the maximum allowable building footprint acknowledges the Neighborhood Code's call to create new "neighborhood-scale" housing citywide. That said, the recommendation to facilitate buildings up to 5,000 square feet in PUDs between 0.5 and 3 acres is made also to address specific segments of the housing market, namely the significant need to create infill homes with multiple bedrooms and those that can facilitate "aging-in-place." Large format buildings with footprints greater than 5,000 square feet, especially those with footprints of 8,000 square feet or more, are invariably double-loaded corridor structures in which studio and one-bedroom apartments predominate. Smaller footprint buildings up to 5,000 square feet in footprint lend themselves much more readily to units with two, three, or more bedrooms. Ground floor units in these buildings can also be accessible "flats" with multiple bedrooms, which do allow for Burlington's older populations and individuals with disabilities to remain in the city's neighborhoods. Furthermore, these smaller format buildings tend to have units with multiple aspects, allowing for cross-ventilation

and improved indoor air quality and energy performance compared to single-aspect units in double-loaded corridor structures.

3. **10/22 Revisions**

In light of the above policy recommendations and recent Planning Commission discussions, staff has revised the proposed Table 11.1.3-2 – Neighborhood Code Planned Unit Development Standards, which is attached in the accompanying ordinance. A description and rationale for each proposed standard is provided below:

- Project Size: staff recommends reducing from three to two the number of Project Size tiers. Those tiers are 1.) 0.5 acres to 2.99 acres, and 2.) 3+ acres.
 - Rationale: reducing the number of tiers creates more flexibility and draws a clearer distinction between small/moderate PUDs and large PUDs of three or more acres.
- Maximum Building Footprint: staff recommends limiting building footprints to 5,000 square feet or less in PUDs below three acres, and 15,000 square feet in PUDs of three or more acres.
 - Rationale: The 5,000 square foot limit facilitates missing middle scale building types that are consistent with the overall Neighborhood Code approach, as well as supportive of the policy goals outlined above regarding units with multiple bedrooms. Larger PUDs can support building footprints up to 15,000 square feet and remain consistent with the Neighborhood Code, but only in the careful implementation of other standards such as Floor Area Ratio, maximum height, and setback, all of which are intended to provide for these buildings while limiting the extent to which they proliferate in neighborhoods and have adverse impacts on neighborhood character.
- Maximum Dwelling Units Per Structure: staff recommends limiting buildings with footprints less than or equal to 5,000 square feet to 12 units (16 if the PUD is designated a Priority Housing Project). There is no limit proposed in buildings with footprints greater than 5,000 square feet.
 - Rationale: These maximums encourage unit diversity, including multi-bedroom homes for families and other household types. For example, a typical 5,000 square foot, three story building with four units on each floor produces 12 1,125 square foot units, each typically with windows on multiple sides. The lack of a maximum unit count in the larger building types allows for the largest PUDs to have flexibility to include building types that typically include a greater number of one-bedroom homes.
- Maximum Floor Area Ratio: staff recommends a maximum FAR of 0.75 in the RL district and 1.0 in the RM and RC districts.
 - Rationale: These FAR standards typically allow for between 20 and 40 units per acre. Ultimately, a PUD's housing output is dependent on multiple factors, including parking, lot coverage, open space and other site conditions. It should be noted that a PUD that is designated a Priority Housing Project would be granted an additional 40% FAR, which increases the FAR standards in the RL to 1.05 and in the RM/RC districts to 1.4.
- Maximum Building Height: the proposed height standards are unchanged from the underlying standards adopted in Neighborhood Code Part 1
 - Rationale: Buildings in residentially-zoned PUDs should have heights consistent with their surroundings. However, given the housing supply and affordability benefits achieved in Priority Housing Projects, staff considers an additional floor of height in these projects to be of public benefit.
- Setback – Front Project Periphery: staff recommends retaining the underlying front setback standards as adopted in Neighborhood Code Part 1, with a slight reduction in the maximum required setback from 25 feet to 20 feet.
 - Rationale: Development patterns on the periphery of a PUD should correspond to surrounding context. The averaging method ensures consistent setbacks across a

street's edge, while the maximum required distance of 20 feet ensures flexibility and walkable, accessible PUDs.

- Setback – Side/Rear Project Periphery: As with the front project periphery standard, this recommendation is consistent with the underlying approach adopted in Neighborhood Code Part 1
 - Rationale: This recommendation aims to make development in PUDs consistent with surrounding development patterns while establishing a maximum that does not unduly limit development potential.
- Setback – Front Internal Right-of-Way: staff recommends that buildings on internal, typically new, streets be placed within a range of zero to 20 feet from the edge of the ROW.
 - Rationale: PUDs should establish their own development pattern on new and internal streets. These flexible setbacks allow for a range of development types, including more compact, walkable forms, and more permeable and less dense forms.

4. Proposed Amendment: ZA-24-04

a. Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
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b. Purpose Statement

This amendment augments Neighborhood Code Part 1 by establishing standards for Planned Unit Developments in the Residential zoning districts

c. Proposed Amendments in the Ordinance Committee version

1. Amends *Article 11 – Planned Development*:

- Amends Table 11.1.3-1 to decrease the Minimum Project Size for PUDs in the RL and RCO-R/G districts and establishes a new Minimum Project Size in the RM district.
- Creates a new Table 11.1.3-2 that establishes dimensional standards for PUDs in the RL, RM and RC districts.

d. Relationship to *planBTV*

This following discussion of conformance with the goals and policies of planBTV is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Theme:	Dynamic	Distinctive	Inclusive	Connected
Land Use:	Conserve	Sustain	Grow	

e. Compatibility with Proposed Future Land Use & Density

The proposed amendment is consistent in many respects with the Land Use and Density-related policies of *planBTV*. Generally, the slow pace of housing construction and rising housing costs are noted as one of the biggest challenges facing Burlington. Since the Plan's adoption, these challenges have become more pronounced. The foundational policy response to this challenge is the Plan's call to "identify and address unintended or unnecessary barriers to creating new housing and commercial spaces within parts of the city that are suitable to accommodate additional development." To that end, these amendments are largely technical in nature and are intended to clarify for the public and staff the standards and processes regulating residential construction in Burlington's neighborhoods.

The "Sustain" theme intends to "anticipate small and incremental change that is consistent with existing development patterns, building scale and neighborhood character." Specific policy goals and objectives, and their nexus with the amendment, are provided below:

- A primary and foundational change proposed in the amendment is to provide additional clarity and specificity to the form-based approach established in Neighborhood Code Part 1. This change is supported by Objective 2.2.
- Objective 8.1 directs the community to "enable the development of additional housing at all income levels by reducing regulatory barriers and disincentives to development, and encouraging infill and redevelopment of underutilized sites."

f. Impact on Safe & Affordable Housing

The amendment addresses safe and affordable housing in the following ways:

- In creating additional opportunities in some areas for developments where five or more homes are constructed, the amendment will help produce more purpose-built affordable homes through the Article 9 Inclusionary Zoning standards.
- In removing barriers to housing construction for all developers, including affordable housing developers, the amendment significantly expands the areas where such developers may operate and provide homes at scale.
- In facilitating the creation of more homes throughout the city, the amendment should help to slow the growth in housing costs as they relate to an undersupply.
- In facilitating greater choice in the housing market, the amendment will create expanded opportunities for aging-in-place, homes for individuals with disabilities who may require on-site assistance, and other types of supportive housing.
- Confirms established zoning standards facilitating Accessory Dwelling Unit construction, which are consistent with Objective 9.1.

g. Planned Community Facilities

This amendment has no direct impact on planned community facilities, aside from facilitating growth within the city's neighborhoods and thereby expanding the population of individuals with proximate access to such facilities.

h. Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process					
Draft Amendment prepared by: Staff 9/18/24	Presentation to & discussion by Commission 9/24/24	Approve for Public Hearing	Public Hearing	Approved & forwarded to Council	
City Council Process					
First Read & Referral to Ordinance Cmte	Ordinance Cmte discussion	Ordinance Cmte recommend	Second Read	Public Hearing	Council Approval & Adoption

CITY OF BURLINGTON

ORDINANCE _____

Sponsor: Office of City Planning,
Planning Commission

Public Hearing Dates: _____

In the Year Two Thousand Twenty-Four

An Ordinance in Relation to

ZA-25-02 Neighborhood Code PUD Standards

First reading: _____

Referred to: _____

Rules suspended and placed in all
stages of passage: _____

Second reading: _____

Action: _____

Date: _____

Signed by Mayor: _____

Published: _____

Effective: _____

It is hereby Ordained by the City Council of the City of Burlington as follows:

That Appendix A-Burlington Comprehensive Development Ordinance of the Code of Ordinances of the City of Burlington be and hereby amends Table 11.1.3-1 Planned Unit Development Project Size Standards and creates Table 11.1.3-2 Planned Unit Development Standards; thereof to read as follows:

Article 11: Planned Development

PART 1: PLANNED UNIT DEVELOPMENT

Sec. 11.1.1 Intent. – *As Written*

Sec. 11.1.2 Authority.

These regulations are enacted under the provisions of 24 V.S.A. Section 4417.

Sec. 11.1.3 General Requirements and Applicability

With the exception of development subject to the requirements of Art 14, any development involving multiple lots, tracts or parcels of land to be developed as a single entity, or seeking to place multiple structures and/or uses on a single lot where not otherwise permitted, may be permitted as a PUD subject to the provisions of this Article.

A planned unit development may be permitted subject to minimum project size as follows in the following districts:

Table 11.1.3-1 Planned Unit Development Project Size Standards

Districts	Minimum Project Size
RH, RM , Downtown Waterfront – Public Trust District and Neighborhood Mixed Use, Institutional, E-LM	No minimum project size.
RL, RCO-R/G, RM , RC	2 acres or more 0.5 acres ¹

1. See Table 11.1.3-2 for additional standards for PUD project sizes in the RL and RM districts.

Table 11.1.3-2 Neighborhood Code Planned Unit Development Standards

<u>District</u>	<u>Project Size</u>	<u>Max. Building Footprint</u> <u>1, 2, 7</u>	<u>Max. Dwelling Units Per Structure</u> <u>3</u>	<u>Max. FAR</u>	<u>Max. Bldg. Height</u>	<u>Setback</u>		
						<u>Project Periphery</u>		<u>Front Internal ROW⁴</u>
						<u>Front⁵</u>	<u>Side/Rear⁶</u>	
<u>RL</u>	<u>0.5 – 2.99 Acres</u>	<u>5,000 sq. ft.</u>	<u>12</u>	<u>0.75</u>	<u>3 Stories</u> <u>35'</u>	<u>Avg. of front setback 2 adjacent lots on both sides +/- 5 feet</u>	<u>Min: 10% of lot width or avg. of side setback of two adjacent lots on both sides, whichever is less</u>	<u>0' Min</u> <u>20' Max</u>
	<u>3+ Acres</u>	<u>15,000 sq. ft.</u>	<u>Bldg. footprint of 5,000 sq. ft or less: 12 units</u> <u>Bldg. footprint greater than 5,000 sq. ft.: N/A</u>					
<u>RM</u>	<u>0.5 – 2.99 Acres</u>	<u>5,000 sq. ft.</u>	<u>12</u>	<u>1.0</u>	<u>3 Stories</u> <u>35'</u>	<u>Max Required: 20'</u>	<u>Min: 10% of lot width or avg. of side setback of two adjacent lots on both sides, whichever is less</u>	<u>0' Min</u> <u>20' Max</u>
	<u>3+ Acres</u>	<u>15,000 sq. ft.</u>	<u>Bldg. footprint of 5,000 sq. ft or less: 12 units</u> <u>Bldg. footprint greater than 5,000 sq. ft.: N/A</u>					
<u>RC</u>	<u>0.5 – 2.99 Acres</u>	<u>5,000 sq. ft.</u>	<u>N/A</u>	<u>1.0</u>	<u>4 Stories</u> <u>50'</u>	<u>Min Required: 5'</u>	<u>Max Required: 20'</u>	<u>0' Min</u> <u>20' Max</u>
	<u>3+ Acres</u>	<u>15,000 sq. ft.</u>				<u>Max Required: 20'</u>		

1. For projects within RL, RM, and RC zones, the limit on the number of primary and secondary structures is not applicable.

2. The DRB may grant an expansion beyond these maximum footprints for additions to existing buildings in excess of these footprint limits as of January 1, 2024.
3. A PUD designated a Priority Housing Project as per 10 V.S.A. § 6001 may increase the maximum dwelling units per structure with footprint of 5,000 square foot or less to 16 when the building has a height of four stories.
4. Front setbacks shall be measured from the edge of the Right-of-Way that is fully internal to the project, to which the building draws its frontage. Buildings must be at least 10' from the curb or edge of a public Right-of-Way if no curb exists, except where the ROW is a Public Path, in which case the building must be at least 5' from the edge of the Public Path.
5. Buildings fully contained in the RL and RM districts with a footprint greater than 5,000 sq. ft. must have a front project periphery setback of at least 50 feet. This footnote does not apply to any building that partially occupies any portion of a lot zoned RC.
6. Buildings with a footprint greater than 5,000 sq. ft. must be set back at least 50 feet from any adjacent parcel located in an RL or RM district.

The Development Review Board may exempt Planned Unit Developments existing as of January 1, 2024 from any standard in Table 11.1.3-2

Sec.11.1.4 Modification of Regulations.

With the approval of the DRB after a public hearing, the following modifications of the requirements of the underlying zoning may be altered within a planned unit development:

- minimum lot size, frontage, lot coverage, and setback requirements may be met as calculated across the entire project rather than on an individual lot-by-lot basis;
- required setbacks may apply only to the periphery of the project rather than on an individual lot-by-lot basis;
- more than one principal use and more than one principal structure may be permitted on a single lot;
- one or more residential uses not otherwise permitted may be permitted; and,
- buildings may be of varied types including single detached, attached, duplex or apartment construction.

Any proposed modifications of regulations shall be listed in a statement accompanying the application submission and such modifications shall be subject to the provisions of Sec. 11.1.5 and Sec. 11.1.6.

* Material stricken out deleted.

** Material underlined added.

Burlington Planning Commission
Tuesday, 2024, 6:30 P.M.
Hybrid Meeting via Zoom and in City Hall's Bushor Conference Room
Draft Minutes

Commissioners Present:

- | | |
|--|---|
| ☒ Andy Montroll | ☒ Michael Gaughan |
| ☒ Erhard Mahnke | ☒ Erin Malone |
| ☒ Ryan Nick | ☒ Julia Randall |
| ☒ Alexander Friend | |

City Staff Present:

- | |
|---|
| ☒ Charles Dillard, Interim Director |
| ☒ Sarah Morgan, Planner |
| ☒ Scott Gustin |

Public Attendance: Sharon Bushor.

1. Agenda

Call to Order: 6:30 PM

Changes to Agenda: Changes were noted in the documents in the agenda packet, but no changes were made to the agenda itself.

2. Chair's Report: Nothing to report.

3. Director's Report: Charles Dillard: Nothing to report.

- a. Acknowledged the last meeting included a complex conversation on single-stair buildings. We're looking forward to the Committee coming back.
 - b. Sarah Morgan: Seeking Planning Advisory Council recommendations. Please send names to Sarah.
-

4. Public Forum: Sharon Bushor

- a. Stormwater "public hearing" v "public meeting" and no attachments. Document language "requiring" and "encouraging." Invited Geology Professor Paul Bierman to review meeting video and provide feedback.
 - b. DRB PUD reference RL and RM to all RM meaning no limit on number of detached units. Didn't appreciate the difference between criteria regarding RL and RM. If there will be a distinction of the number of structures based on the zoning
-

5. Public Meeting for Proposed CDO Amendment: ZA-25-03 SEID Stormwater Standards

Discussion Notes

- a. Invited City's Water Resource Division, Seth Kutbecker and Eleanor Walker who manage stormwater program policy analysis and creation for water resources. The City does have rigorous storm water standards despite proposed amendment for the South End and Innovation District.
- b. Background of this amendment in slides. SEID seeks to promote highly sustainable development pattern on formerly industrial land. Water resources team identified two primary constraints to development: High water table and a widespread presence of varying degrees of contaminated soils. SEID storm water infrastructure standards.

The proposed amendment is an interim means to address those standards and replace them with ecological design or green design standard to encompass GSI and other approaches pollinator gardens, green roofs, bird friendly building designs, etc. 1) Change to “encourage” rather than “required.” 2) Strike dimensional standards requirement. 3) Amend 4.5, 6C1 remove lot coverage density bonus.

c. Decision to send this amendment proposal to the Ordinance Committee to take it up in detail.

6. Discussion on Staff Work Plan and Future Amendments:

- a. Memo describing upcoming Planning Projects and Zoning Amendments for the next year or two.
 - i. Plan BTV in the New North End.
 - ii. Historic Preservation Plan.
 - iii. Open Space Plan
 - iv. Walk – Bike Plan
 - b. Upcoming Planning Amendments
 - i. Community Sailing Center Urban Reserve
 - ii. University Rd.
 - iii. Public Safety: Map public use patterns
 - iv. Neighborhood Code 2A
 - v. Inclusionary Zoning
 - vi. Emergency Shelters
-

7. Commissioner Items:

- a. City Planning graduates with Smart Cities concentration. There will be 13 graduating who will be looking for work.
-

8. Adopt Minutes + Communications:

- a. There were no minutes or communication included in the Meeting Packet, so there is no action or motion at this time.
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9. Adjournment:

Motion: Michael Second: Ryan Vote: Unanimous

Action Adjournment at 8:30 PM

Burlington Planning Commission

149 Church Street
Burlington, VT 05401

www.burlingtonvt.gov/cityplanning

Andy Montroll, Chair
Michael Gaughan, Vice Chair
Alexander Friend
Erhard Mahnke
Erin Malone
Ryan Nick
Julia Randall

Burlington Planning Commission

Tuesday September 24, 2024, 6:30 P.M.

Hybrid Meeting via Zoom and in City Hall's Bushor Conference Room

Draft Minutes

Commissioners Present:

☒ Andy Montroll ☒ Michael Gaughan
☒ Erhard Mahnke ☒ Erin Malone
☒ Ryan Nick ☒ Julia Randall
☒ Alexander Friend

City Staff Present:

☒ Charles Dillard, Interim Director
☒ Sarah Morgan, Planner
☒ Scott Gustin

Public Attendance: Eric Farrell, Colin Larsen, Diane Freiheit, Sharon Bushor, 1 additional attendee in person.

1. Agenda

Call to Order: 6:35pm

Changes to Agenda: Recommended action: Amend the agenda to include a new Item number 6: Discussion on Staff Workplan & Future Amendments.

2. Chair's Report

Andy Montroll: N/A

3. Director's Report (C. Dillard)

Ordinance Committee: Emergency Shelter definitions presented to the City Council. There were concerns expressed and the ordinance was sent back to the Ordinance Committee for further review.

Neighborhood Code 2A: There was continued discussion at the Council and the Ordinance Committee regarding the footprint, number of stories, and set back. In their last meeting the Council warned recommendations related to Secondary Structures and Technical Amendments within ZA-24-04 for public hearing. A public hearing on the ordinance is scheduled for Oct. 28th. The Council delayed the implementation of the secondary structure height and footprint to November 1st. The Ordinance Committee has outstanding items to work out for the remaining sections of the Code, including some recommendations that were recommended as part of ZA-24-04 but were withheld from the warned amendment (ie: streamlining ADU standards and clarifying aspects related to Design Review).

Memorial Block: An Open House was held on the 18th. There will be efforts made to reach out and gather thoughts from the public. Planning staff acknowledged this event was the first step in discussions and planning of the Memorial Block.

South End Redevelopment: Council members, developers, and consultants continue to discuss and work on plans. There are also infrastructure and investment plans under consideration.

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505.

4. Public Forum

<u>Name(s)</u>	<u>Comment</u>
Sharon Bushor:	Posed a question about the PUD regarding the size of a lot and number of structures allowed, Has a question about the DRB and neighbor input process.
Diane Freiheit:	Supports the PUD. Isn't clear about the FAR.
Colin Larsen:	Asks about the discretionary review process.

5. Proposed CDO Amendment: ZA-25-02 Neighborhood Code – PUDs

Action: No action taken

Motion by: N/A

Seconded by: N/A

Vote: N/A

Discussion Notes: Standards for PUDs discussed. [Please see Civic Clerk for a recording of the discussion.](#)

6. Discussion on Staff Workplan & Future Amendments

This discussion is delayed to the next meeting.

7. Commissioner Items:

<u>Commissioner(s)</u>	<u>Comment</u>
E. Mahnke:	Requested update from Planning regarding continuing work on location for Overdose Prevention and whether staff can circulate the OPC Panel Summary. Staff Response: - Staff will circulate the OPC summary from the panel discussion. - State Dept. of Health released guidelines, but there is not much related to the location requirements as opposed to operational standards. - Fletcher Free Library will be having their own panel discussion about this as well. - From a zoning perspective, Staff is waiting for Administration's guidance and information as it relates to what exactly will be in the agreement between City and Service Provider.
E. Malone:	Shares observation that small businesses along North Street converting to residential and interest in learning how we address related concerns. Staff Response: - The comprehensive planning process will be a good opportunity to address these concerns.
M. Gaughan:	Related to Meeting Minutes. Missed the 8/27 meeting and was disappointed that this meeting was the first opportunity to review the minutes, especially because the Council meeting has already passed. One of the reasons he was comfortable with secondary units being three stories was because of the smaller footprint in RM zones, which had been static for almost the entire process of developing the Neighborhood Code. However, this was changed during the Public Hearing. Sympathetic to the change, but doesn't feel this is a great process to make changes in this way. Would like future process not to involve making substantial changes to aspects of the amendment that had not been changed throughout the process. Will be abstaining from the vote to adopt meeting minutes.

J. Randall:	Reminder to the Commission to keep the end of the motel program and homelessness considerations in mind when discussing planning and development. Response from A. Montroll: - Shares interest for what the Commission's role may be in supporting a solution as it relates to homelessness and public safety. Would like to discuss this as it relates to Staff's upcoming work plan at a future meeting.
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8. Adopt Minutes

Action: Review and approve the 8/27/24 Planning Commission meeting minutes

Motion by: J. Randall

Seconded by: A. Friend

Vote: 6 Yes, 1 Abstain

Notes or Corrections: See M. Gaughan's comment in Commissioner Items.

9. Communications

Action: Review and accept the communications

Motion by: J. Randall

Seconded by: A. Friend

Vote: Unanimous

Notes or Corrections:

10. Adjournment

Action: Motion to Adjourn

Time of Adjournment: 8:50 pm

Motion by: E. Mahnke

Seconded by: R. Nick

Vote: Unanimous