

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur



Burlington Planning Commission

Tuesday, December 11, 2018, 6:30 P.M.
Conference Room 12, City Hall, 149 Church Street
AGENDA

Note: times given are
approximate unless
otherwise noted.

I. **Agenda**

II. **Public Forum**- Time Certain 6:30 p.m.

III. **Report of the Chair**

IV. **Report of the Director**

V. **Reapprove Municipal Bylaw Report ZA-18-08 Form District 5 Boundaries**

The Commission will review changes made by the City Council Ordinance Committee to the proposed amendment to the *Burlington Comprehensive Development Ordinance* regarding Form District 5 boundaries. Information related to this item is included in the agenda packet on pages 2-4.

Staff Recommendation: Reapprove the Municipal Bylaw Amendment Report and forward any comments on the changes to Council.

VI. **Reapprove Municipal Bylaw Report ZA-19-03 Parking Amendments**

The Commission will review changes made by the City Council Ordinance Committee to the proposed amendment to the *Burlington Comprehensive Development Ordinance* regarding front yard parking. Information related to this item are included in the agenda packet on pages 5-8.

Staff Recommendation: Following the hearing, refer the amendment to Council with recommendation.

VII. **2019 planBTV Update**

The Planning Commission will discuss public input and proposed edits to the draft planBTV update following the December 5 public hearing. The draft plan is available at: www.burlingtonvt.gov/planBTV

Staff Recommendation: The Commission is requested to discuss the proposed edits, and take action to direct staff to prepare edits to the draft before referring it to City Council for the January 7 meeting.

VIII. **Committee Reports**

IX. **Commissioner Items**

- a. Next meetings are January 9, 2019 at 6:30 p.m. and January 15, 2019 at 5:00 p.m. for a Joint Meeting with the DRB, DAB & Conservation Board. *See you next year!*

X. **Minutes & Communications**

The Commission will review and approve minutes from the November 27, 2018 meeting on pages 9-11 and a communication enclosed on pages 12-19.

XI. **Adjourn**

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Burlington Planning Commission

Tuesday, December 11, 2018, 5:00 P.M.

Public Records Room (Planning & Zoning)

City Hall, 149 Church Street

Special Meeting AGENDA

I. Agenda

II. Public Forum- Time Certain 6:30 p.m.

I. Permit Reform

The Planning Commission will continue to discuss the proposed reorganization of City Departments based on the Permit Reform Initiative. Information related to this item is enclosed in this packet.

Staff Recommendation: The Commission is requested to provide comments/a recommendation for consideration by the City Council.

II. Adjourn

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Staff Recommendation: The Commission is requested to discuss the proposed edits, and take action to direct staff to prepare edits to the draft before referring it to City Council for the January 7 meeting.

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Department of Planning and Zoning

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Burlington Planning Commission Report Municipal Bylaw Amendment ZA-18-08 Form District 5 Boundaries

This report is submitted in accordance with the provisions of 24 V.S.A. §4441(c).

Explanation of the proposed bylaw, amendment, or repeal and statement of purpose:

The purpose of this proposed amendment is to modify the boundaries of Form District 5 to include additional properties located along the boundary of the current district. Properties proposed for inclusion are currently zoned Residential High Density or Residential Medium Density, and have been evaluated for their current and future potential use and intensity. These have been recommended for inclusion in Form District 5 in order to encourage the appropriate type and intensity of future infill or redevelopment, and to enable greater flexibility for expansion or reuse of existing uses and structures by reducing non-conformities.

Conformity with and furtherance of the goals and policies contained in the municipal development plan, including the availability of safe and affordable housing:

The proposed amendment will provide greater flexibility on some properties for infill, and a more diverse range of building types for new development and redevelopment. This flexibility can promote housing development in mixed-use structures as well as small and large multi-family structures, providing greater opportunities for the creation new, or more, housing within the transitional areas around the downtown core. Specifically, this furthers the policies in the Municipal Development Plan to "encourage new land uses and housing designs that serve changing demographics and benefit from new technologies where appropriate" and to "support the development of additional housing opportunities within the city, with concentrations of higher-density housing within neighborhood activity centers, the downtown, and institutional core campuses."

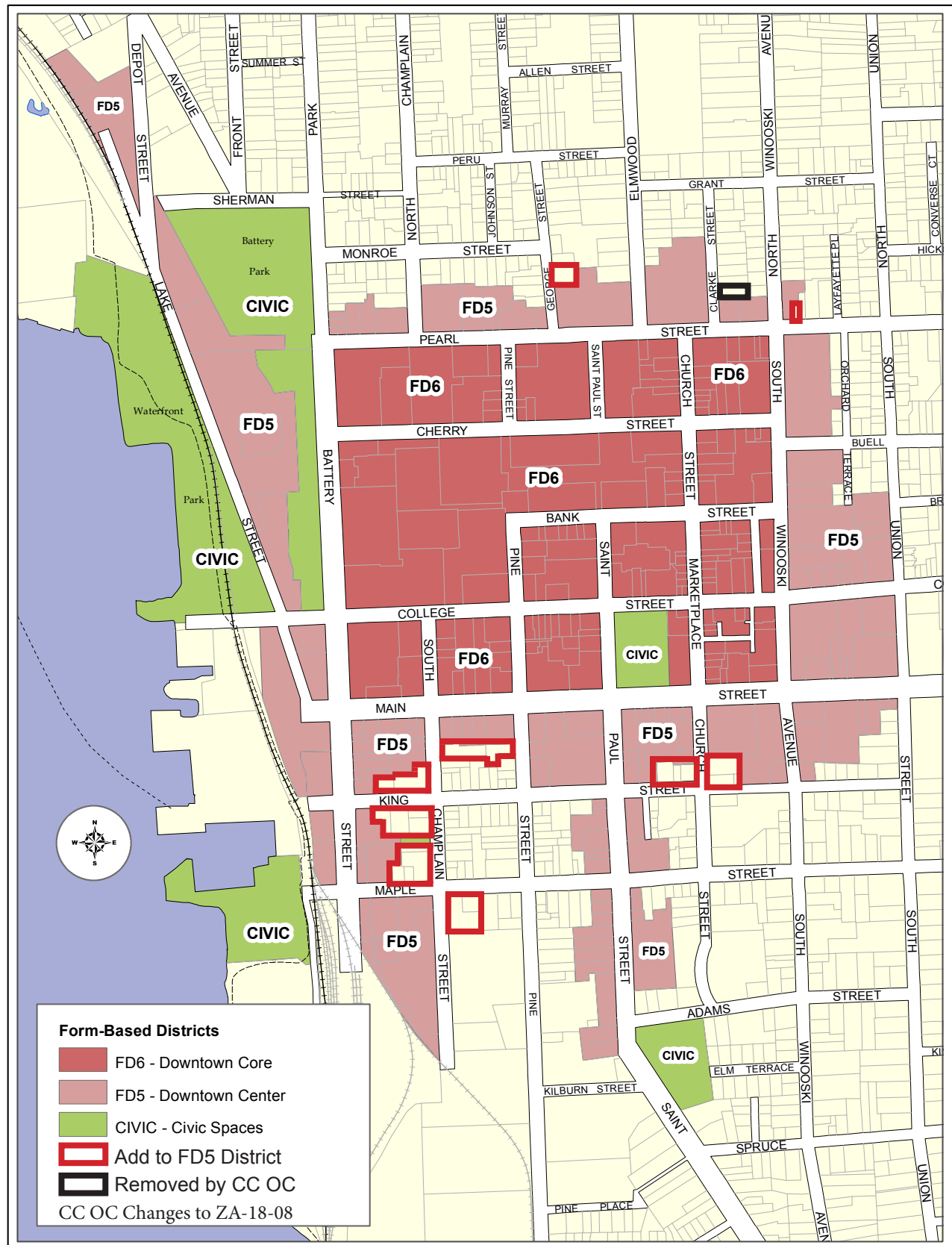
Compatibility with the proposed future land uses and densities of the municipal development plan:

The proposed amendment will provide greater flexibility on some properties for infill, and a more diverse range of building types for new development and redevelopment, including housing and mixed-use. This furthers the policies in the *Municipal Development Plan* related to land use and density, specifically to "encourage mixed-use development patterns, at a variety of urban densities, which limit the demand for parking and unnecessary automobile trips, and support public transportation" and to "retain its moderate scale and urban form in its most densely developed areas, while creating new opportunities for increased densities."

Implementation of specific proposals for planned community facilities:

The proposed amendment has no impact on planned community facilities.

MAP 1 - REGULATING PLAN



MAP 2 - SPECIFIC HEIGHT AREAS



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Burlington Planning Commission Report Municipal Bylaw Amendment ZA-19-03 Parking Amendments DRAFT

This report is submitted in accordance with the provisions of 24 V.S.A. §4441(c).

Explanation of the proposed bylaw, amendment, or repeal and statement of purpose:

The purpose of this proposed amendment is to update Table 8.1.8-1 to include "Art Gallery/Studio" consistent with Appendix A and Article 13 within the *Burlington CDO*; to update Table 8.1.8-1 to include parking requirements for small daycares and preschools that are consistent with the requirements for large daycares; to modify Sec. 8.1.14 to allow tandem parking for all dwelling units and to clarify its arrangement when used on multi-family sites; ~~and strikes Section 8.1.12 (c) regarding front yard parking limitations; and to modify section 8.1.12 to allow parking within a front yard setback when the parking is within a driveway when there is room for at least one parking space beyond the setback.~~

Conformity with and furtherance of the goals and policies contained in the municipal development plan, including the availability of safe and affordable housing:

Accommodating required parking on is one of the most frequent limitations to providing housing at the allowable densities articulated in the *Burlington CDO*. The proposed changes to tandem and front yard parking provides greater opportunity for accommodating the required parking on site, enabling residential development to more closely align with the Municipal Development Plan's housing action to "support the creation of new rental and owner-occupied housing units on every parcel of land zoned for residential development at the number of units allowed by zoning".

Compatibility with the proposed future land uses and densities of the municipal development plan:

The proposed amendment does not have an impact on the proposed future land uses of the Municipal Development Plan. The proposed changes to tandem and front yard parking provides greater opportunity for accommodating the required parking on site, enabling residential unit development that more closely relates to the residential densities permitted in the *Burlington CDO*.

Implementation of specific proposals for planned community facilities:

The proposed amendment has no impact on planned community facilities.

CITY OF BURLINGTON

In the Year Two Thousand Eighteen

An Ordinance in Relation to

COMPREHENSIVE DEVELOPMENT ORDINANCE –
Parking Amendments
ZA #19-03

ORDINANCE _____

Sponsor: Planning Department,
Planning Commission
Public Hearing Dates: _____

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, Comprehensive Development Ordinance, of the Code of Ordinances of the City of Burlington be and hereby is amended by amending Table 8.1.8-1, Minimum Off-Street Parking Requirements, Section 8.1.12, Limitations, Location, Use of Facilities, and Section 8.1.14, Stacked and Tandem Parking Restrictions, to read as follows:

Sec. 8.1.8 Minimum Off-Street Parking Requirements

Parking for all uses and structures shall be provided in accordance with Table 8.1.8-1.

(a) Where no requirement is designated and the use is not comparable to any of the listed uses, parking requirements shall be determined by the DRB upon recommendation by the administrative officer based upon the capacity of the facility and its associated uses.

(b) When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Downtown Districts
*****	*****	*****	*****
NON-RESIDENTIAL USES	Per 1,000 square feet of gross floor area (gfa) except as noted		
*****	*****	*****	*****
Art Gallery/ <u>Studio</u>	3.3	2.5	1
*****	*****	*****	*****
Daycare - Home (6 children or less)	None	None	1 drop-off
Daycare - Large (Over 20 children) (per two (2) employees)	1 plus 1 <u>drop-off</u> per 5 children	1 plus 1 <u>drop-off</u> per 5 children	2 drop-off
Daycare - Small (20 children or less) (per two (2) employees)	1 plus 1 <u>drop-off</u> per 5 <u>children</u>	1 plus 1 <u>drop-off</u> per 5 <u>children</u>	±2 <u>drop-off</u>

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Downtown Districts
*****	*****	*****	*****
School - Primary (per Classroom)	1.5	1.5	1.5
School – Preschool Large (over 20 children) (per two (2) employees)	1 plus 1 <u>drop-off</u> per 5 children	1 plus 1 <u>drop-off</u> per 5 children	1 plus 1 per 5 children <u>2 drop-off</u>
School – Preschool Small (up to 20 children) (per two (2) employees)	1 plus 1 <u>drop-off</u> per 5 children	1 plus 1 <u>drop-off</u> per 5 children	1 <u>2 drop-off</u>
*****	*****	*****	*****

Sec. 8.1.12 Limitations, Location, Use of Facilities

(a) – (b) As written.

~~(c) Front Yard Parking Restricted:~~ Required parking in all residential zoning districts shall not be located in a required front yard setback area abutting a public street, except alleys. This prohibition extends from the edge of the public right of way into the required front yard setback for the entire width of the property with the exception of a single access drive no more than eighteen feet (18') or less in width.

~~The provisions of this subsection shall not be applicable during such times as when the winter parking ban pursuant to Section 20-56 of the Code of Ordinances is in effect.~~

~~Where parking is provided outside the front yard setback, but either partially or entirely between the principle structure and the street, such parking shall be screened to the extent practicable from view from the public street.~~

~~(dc)~~ As written.

~~(ed)~~ As written.

~~(fe)~~ As written.

~~(gf)~~ As written.

~~(hg)~~ As written.

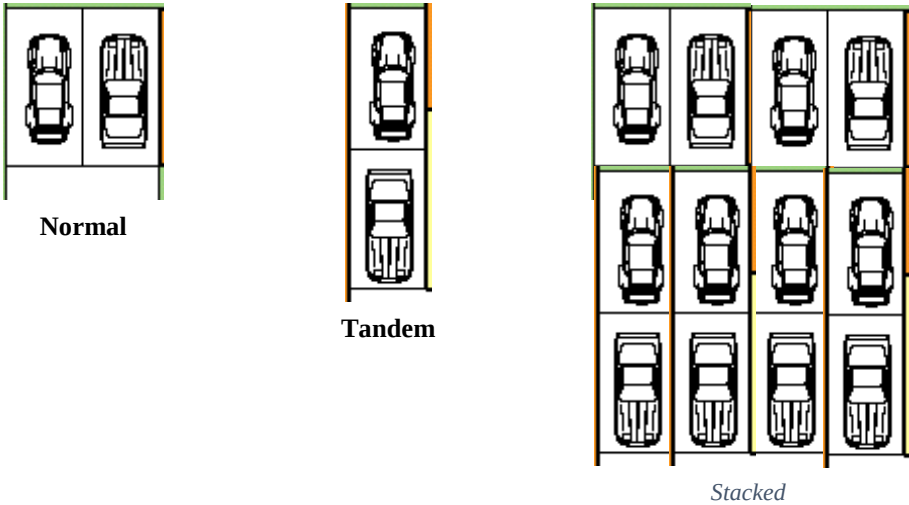
Sec. 8.1.14 Stacked and Tandem Parking Restrictions

Except as otherwise provided below, all parking facilities shall be designed so that each motor vehicle may proceed to and from the parking space provided for it without the moving of any other motor vehicle.

(a) Stacked or valet parking may be allowed if an attendant is present to move vehicles. If stacked parking is used for required parking spaces, a written guarantee must be filed with the City ensuring that an attendant will always be present when the lot is in operation. The requirements for minimum or maximum spaces continue to apply for stacked parking.

(b) Tandem Parking may be allowed for ~~single family detached dwelling units, accessory apartments, duplex dwelling units, and all dwelling units (whether attached or detached).~~ Each dwelling unit may have a pair of tandem parking spaces, but any pair of tandem parking spaces shall not serve more than one dwelling unit. Tandem parking may also be allowed for

dedicated employee-only parking signed as such. ~~In no case shall more than 4 parking spaces (2 pairs) in total be provided in tandem on any one lot.~~



** Material stricken out deleted.
*** Material underlined added.

lb/KS/Ordinances 2018/Zoning Amendment – ZA #19-03 Parking Amendments, Table 8.1.8-1, Secs. 8.1.12 & 8.1.14
12/7/18

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Burlington Planning Commission Tuesday, November 27, 2018, 6:30 P.M. Conference Room 12, City Hall, 149 Church Street Draft Minutes

Members Present	A Montroll, B Baker, Y Bradley, A Friend, E Lee, J Wallace-Brodeur
Members Absent	H Roen
Staff Present	M Tuttle, D White, S Draper, B Lowe

I. Agenda

Call to Order	Time: 6:34pm
Agenda	Approved As Is

II. Public Forum

Name	Comment	Commission Action?
Cynthia Rubin	Learn more about planBTV before the public hearing next week	

III. Report of the Chair

A Montroll	No Report
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IV. Report of the Director

D White	Continuing work on permit reform, will be discussing later on the meeting
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V. Public Hearing: Proposed ZA-19-05 Density Calculations

Action: Refer the amendment to Council with recommendation		
Motion by: A Friend	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Type: Discussion	Presented by: D White	
Discussion/Notes: Purpose is to provide additional detail regarding method for calculating permitted density on a lot, to incorporate language into this calculation consistent with Article 13 Definitions, and to update the methodology for calculating nonresidential density. This amendment was previously forwarded to the City Council (ZA-18-04) but has expired. The City Council Ordinance Committee has sent it back to Planning Commission to restart the clock.		

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VI. Public Hearing: Proposed ZA-19-06 Article 7 Sign Ordinance

Action: Refer the amendment to Council with recommendation		
Motion by: Y Bradley	Second by: B Baker	Vote: Approved 4-2, E Lee & A Friend opposed
Type: Discussion		Presented by: D White
Discussion/Notes: Purpose is a comprehensive update to the city's sign regulations to create a more prescriptive and objective series of sign types by which to regulate the dimensions, number, size, location, lighting, and general design of each type and assure content neutrality. • City Attorney's office suggest striking "hand-produced" in the definition of mural, unless it is the intention to only allow "hand-produced" art, and no other forms. • Commissioners disagree on this issue, particularly regarding whether it should/would preclude types of art like photography. Before voting to forward the amendment, the Commission approved a motion by Y Bradley, seconded by B Baker to strike "hand-produced."		

VII. Proposed CDO Amendment: Commercial Uses in E-LM

Action: Approve the Municipal Bylaw Amendment Report and warn for public hearing		
Motion by: E Lee	Second by: Y Bradley	Vote: Approved Unanimously
Type: Presentation & Discussion	Presented by: M Tuttle	
Discussion/Notes: Over the past few months, the Planning Commission has received several requests to reconsider the allowable commercial uses in the Enterprise-Light Manufacturing district. The purpose of the proposed amendment is to permit additional commercial uses in certain parts of the E-LM zoning district consistent with the vision for the South End articulated in the draft <i>planBTV: South End Master</i> plan. This includes: • permitting banks • removing the limitations on performing arts centers • establishing requirement that a majority of the gross floor area on a lot south of Home Avenue be an industrial/manufacturing/warehouse use.		

VIII. 2019 Update to planBTV

Action: No Action Required		
Motion by:	Second by:	Vote:
Type: Discussion	Presented by: M Tuttle	
Discussion/Notes: Staff and Commissioners have been using email and social media platforms to share information about the plan. Informal activities have also included attending coffee hours, Conservation Board, NPA's and other organizations' events to discuss the plan. Staff has also been in communication with the city councilors, offering a collaborative approach to help spread the word to their wards for the Council's hearings in the spring. Edits that have been suggested based on discussions: • Adjusting parts of the future land use map along East Ave to reflect a residential future land use type for existing residential structures on the west side of the street. • Clarifying the language around "amenities" on the edges of the institutional zone that can offer a connection between the institutions and neighborhoods, i.e. Redstone Green, community gardens. Staff will provide a document of comments and suggestions made, and ways that they could be addressed, after the public hearing.		

IX. Permit Reform

Action: Provide a recommendation for consideration by the City Council		
Motion by:	Second by:	Vote:
Type: Presentation & Discussion	Presented by: D White, B Lowe	
Discussion/Notes:		
- B Lowe presented notes from the City Council discussion on permit reform. The council had strong support for merging the zoning function with trades and inspections. Councilors continued discussion on the merger of Planning and CEDO and raised concerns regarding: Planning Commission authority over CEDO, Planning Director appointment process, future funding challenges, perspective compatibility (long term v. short term goals), dilution of CEDO's social equity mission, obstruction of economic/ development priorities, heavy focus on development, and loss of independent long term view. - D White presented information on how Planning and CEDO overlap, and merging the two departments is a stronger option than other organizational options. - Commissioners are not supportive of changing the appointment process of the department head, and are concerned of the risks that may be associated with splitting changing Planning's functional role. Will continue the discussion in a special meeting.		

X. Committee Reports

Executive	No Report
Ordinance	No Report
Long Range	Meeting on 11/27 was canceled for lack of quorum

XI. Commissioner Items

<i>planBTV: Comprehensive Plan</i>	Draft Update Presentation & Public Hearing is on December 5, 2018 at 6:30pm in Contois Auditorium.
Next Meeting	December 11, 2018 @ 6:30pm in Conference Room 12, City Hall.
Special Meeting	Potential special meeting on January 9 or 14.

XII. Minutes & Communications

Action: Approve Minutes and Accept communications		
Motion by: A Friend	Second by: Y Bradley	Vote: Approved Unanimously
Changes to Minutes: N/A		
Communications Filed:		
- Letter from VTrans regarding traffic impact from the redevelopment of the former Blodgett Oven Factory - Hearing Notice from Burlington City Council for monetary damages to individual property owners as a result of the Champlain Parkway project - Request for potential adjustments to Article 14 of the Zoning Ordinance		

XIII. Adjourn

Adjournment	Time: 9:00pm	
Motion: E Lee	Second: J Wallace-Brodeur	Vote: Approved Unanimously

STATE OF VERMONT
PUBLIC UTILITY COMMISSION

RECEIVED

DEC 06 2018

DEPARTMENT OF
PLANNING & ZONING

Case No. 17-5055-PET

Petition of Bell Atlantic Mobile Systems of Allentown, Inc. and)
Cellco Partnership d/b/a Verizon Wireless, for a)
Certificate of Public Good, pursuant to 30 V.S.A. § 248a,)
authorizing the installation of telecommunications)
equipment in Burlington, Vermont)

MOTION FOR NON-SUBSTANTIAL
CHANGE DETERMINATION

Petitioner, Bell Atlantic Mobile Systems of Allentown, Inc. and Cellco Partnership each d/b/a Verizon Wireless (“Verizon”) by its counsel, MSK Attorneys, f/k/a Murphy Sullivan Kronk, hereby requests that the Commission make a determination of non-substantial change regarding minor modifications to the Project permitted in Case No. 17-5055-PET.

In Case No. 17-5055-PET, the Commission issued a Final Order and Certificate of Public Good (“CPG”), dated January 17, 2018, authorizing Verizon to install wireless communications equipment on four existing utility poles in the City of Burlington. One of those four poles was located at 14 University Terrace in Burlington (“Permitted Location”). Verizon has now determined that this equipment must be located on an existing utility pole at 9 University Terrace (“Revised Location”) – just across the street from the Permitted Location. The coordinates of the Permitted Location are 44°28’30.79” North and 73°11’48.76” West. The coordinates of the Revised Location are 44°28’30.83” North and 73°11’49.23” West.

RECEIVED

DEC 06 2018

DEPARTMENT OF
PLANNING & ZONING

We enclose revised plans showing this location and the fact that the equipment to be installed at the Revised Location will be the same and mounted at the same height as what was approved for the Permitted Location.

CONCLUSION

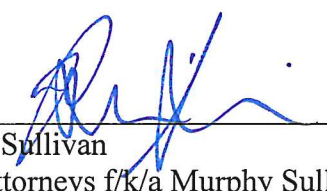
Based on the foregoing, Verizon requests a determination that the changes it proposes subsequent to the issuance of the CPG in Case No. 17-5055-PET are non-substantial and do not require a formal amendment of that CPG.

Dated in Burlington, Vermont this 4th day of December, 2018.

Respectfully submitted,

Bell Atlantic Mobile Systems of Allentown, Inc.
and Cellco Partnership, each d/b/a Verizon
Wireless

By:



Brian J. Sullivan
MSK Attorneys f/k/a Murphy Sullivan Kronk
275 College Street
Burlington, VT 05401
(802) 861-7000
BSullivan@mskvt.com

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DEC 06 2018

DEPARTMENT OF
PLANNING & ZONING

STATE OF VERMONT
PUBLIC UTILITY COMMISSION

Case No. 17-5055-PET

Petition of Bell Atlantic Mobile Systems of Allentown, Inc. and)
Cellco Partnership d/b/a Verizon Wireless, for a)
Certificate of Public Good, pursuant to 30 V.S.A. § 248a,)
authorizing the installation of telecommunications)
equipment in Burlington, Vermont)

CERTIFICATE OF SERVICE

I, Brian J. Sullivan, attorney for Cellco Partnership d/b/a Verizon Wireless, do hereby certify that on December 4, 2018, I complied with the Notice requirement of 30 V.S.A. § 248a(k) by causing a complete copy of the Motion for Non-Substantial Change Determination, as filed, to be served by email or U.S. mail, to the following:

Judith Whitney, Clerk
Vermont Public Utility Commission
112 State Street, 4th Floor
Montpelier, VT 05620-2701

Geoff Commons, Dir. for Public Advocacy
c/o Sarah Aceves
Department of Public Service
112 State Street, Drawer 20
Montpelier, VT 05620-2601

Kurt Wright, President
Burlington Planning Commission
149 Church St.
Burlington, VT 05401

Jean Tierney, Commissioner
Vermont Department of Public Service
112 State Street, Drawer 20
Montpelier, VT 05620-2601

Burlington Electric Department
585 Pine Street
Burlington, VT 05401



Brian J. Sullivan, Esq.
MSK Attorneys f/k/a Murphy Sullivan Kronk
275 College Street
Burlington, VT 05401
(802) 861-7000
BSullivan@mskvt.com

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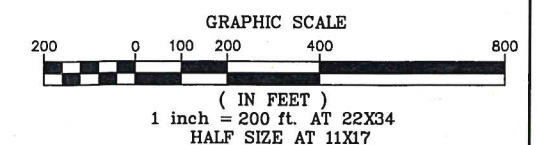
DEC 06 2018

DEPARTMENT OF
PLANNING & ZONING

BURLINGTON UVM SC2
9 UNIVERSITY TERRACE, BURLINGTON, VT 05401
LAT: 44° 28' 30.83" N
LONG: 73° 11' 49.23" W



KEY PLAN



DuBois & King Inc.
ENGINEERING • PLANNING •
MANAGEMENT • DEVELOPMENT
6 GREEN TREE DRIVE
SO BURLINGTON, VT 05403
TEL: (802) 878-7681
FAX: (866) 783-7101
www.dubois-king.com
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BEDFORD, NH
LACONIA, NH
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PROFESSIONAL SEAL

NO.	DATE	DESCRIPTION	BY	CHK'D
1	11-30-18	ISSUED FOR CONSTRUCTION	GJO	LJH



PROJECT ID: 20181851614
PROJECT TYPE: BDGCS
LOCATION CODE: 469988

**BURLINGTON
UVM SC2**

9 UNIVERSITY
TERRACE
BURLINGTON, VT
05401

SHEET TITLE

OVERALL
SITE PLAN

CONSTRUCTION PLANS

DRAWN BY	DATE
JWP	NOV. 2018
CHECKED BY	D&K PROJECT #
LJH	423935L
PROJ. ENG.	D&K ARCHIVE #
LJH	

SHEET NUMBER

C-1

DEC 06 2018

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PROJECT ID: 20181851614
PROJECT TYPE: BDGCS
LOCATION CODE: 459988

9 UNIVERSITY
TERRACE
BURLINGTON, VT
05401

SHEET TITLE	
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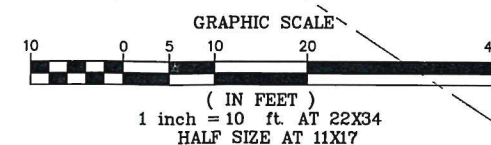
DETAIL
SITE PLAN

CONSTRUCTION PLANS

DRAWN BY JWP	DATE NOV. 2018
CHECKED BY LJH	D&K PROJECT # 423935L
PROJ. ENG. LJH	D&K ARCHIVE #

SHEET NUMBER	

C-2



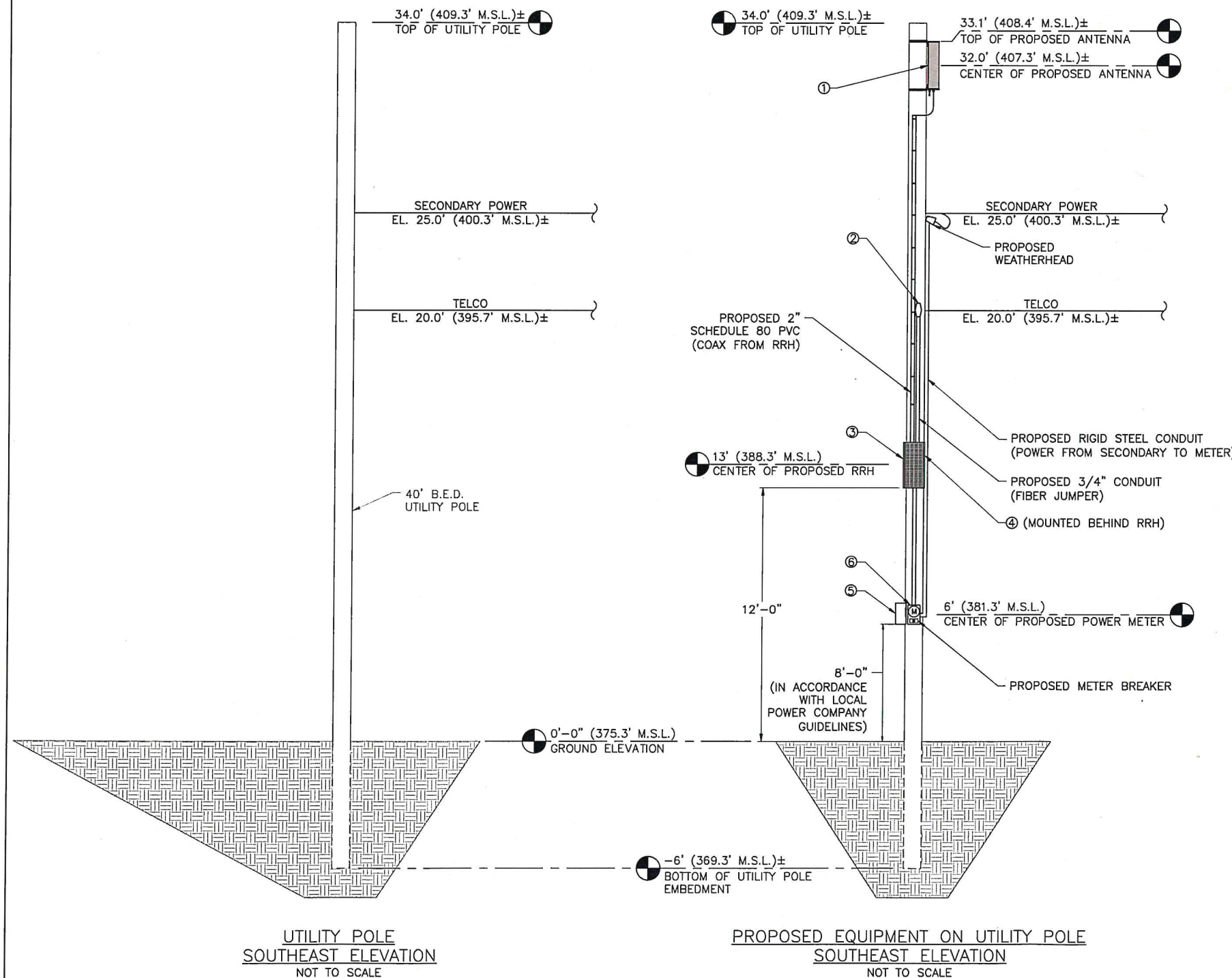
THE RIGHT-OF-WAY-LIMITS ARE DERIVED BASED UPON A CORRELATION BETWEEN THE CENTERLINE OF THE TRAVELED HIGHWAY AND ANY RECOVERED BOUNDARY CORNERS WHICH WERE LOCATED BY A SITE LOCATION SURVEY COMPLETED BY DUBOIS & KING, INC. ON 6/27/17. THE INFORMATION SHOWN IS NOT A RIGHT OF WAY OR A BOUNDARY SURVEY AND DOES NOT SATISFY THE REQUIREMENTS FOR A BOUNDARY SURVEY BASED ON TITLE 27 §1403 (A) THROUGH (E).

RECEIVED
DEC 06 2018

DEPARTMENT OF
PLANNING & ZONING

SCHEDULE OF PROPOSED EQUIPMENT						
Mark	Description	Height (in)	Width (in)	Depth (in)	Diameter (in)	Weight (lbs)
①	Antenna_HBXX-6513DS	27.40	12.00	6.50	-	17.40
②	Fiber Demarc	7.80	18.40	4.50	-	5
③	(2x90-AWS) RRH + Bracket	25.80	12.00	7.30	-	77
④	Delta 1kW Power Supply	8.30	14	3	-	5
⑤	Fused Disconnect	17.50	9	5	-	17
⑥	Electrical Service Meter	18.50	10	6	-	15

NOTE: RRH = Remote Radio Head



GENERAL NOTES:

1. SITE NAME: BURLINGTON UVM SC2
2. SITE LOCATION: 9 UNIVERSITY TERRACE
BURLINGTON, VT 05401
CHITTENDEN COUNTY
3. POLE OWNER: BURLINGTON ELECTRIC DEPARTMENT
4. ELECTRICAL SERVICE PROVIDER: BURLINGTON ELECTRIC DEPARTMENT
5. TELEPHONE SERVICE PROVIDER: TO BE DETERMINED
6. APPLICANT: BELL ATLANTIC MOBILE SYSTEMS OF ALLENTOWN, INC.
AND CELLCO PARTNERSHIP
7. EXISTING POLE LOCATION: LATITUDE: 44° 28' 30.83"± N
LONGITUDE: 73° 11' 49.23"± W
GROUND EL: 375.3' M.S.L.
8. POLE NUMBER: 01168-1
9. UNIVERSITY TERRACE R.O.W. WIDTH: 49.50' (3 RODS) WIDE BASED UPON A CORRELATION
BETWEEN THE CENTERLINE OF THE TRAVELED
HIGHWAY AND RECOVERED BOUNDARY MONUMENTATION
LOCATED BY A SITE LOCATION SURVEY COMPLETED
BY DUBOIS & KING, INC. ON 6/27/17.

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RANDOLPH, VT
SPRINGFIELD, VT
BEDFORD, NH
LACONIA, NH
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PROFESSIONAL SEAL

DATE	BY	DESCRIPTION
11-30-18	LJH	ISSUED FOR CONSTRUCTION
11-30-18	LJH	DATE
11-30-18	LJH	NO.

verizonwireless

PROJECT ID: 20181851614
PROJECT TYPE: BDGCS
LOCATION CODE: 469988

BURLINGTON
UVM SC2

9 UNIVERSITY
TERRACE
BURLINGTON, VT
05401

SHEET TITLE

POLE ELEVATION

CONSTRUCTION PLANS

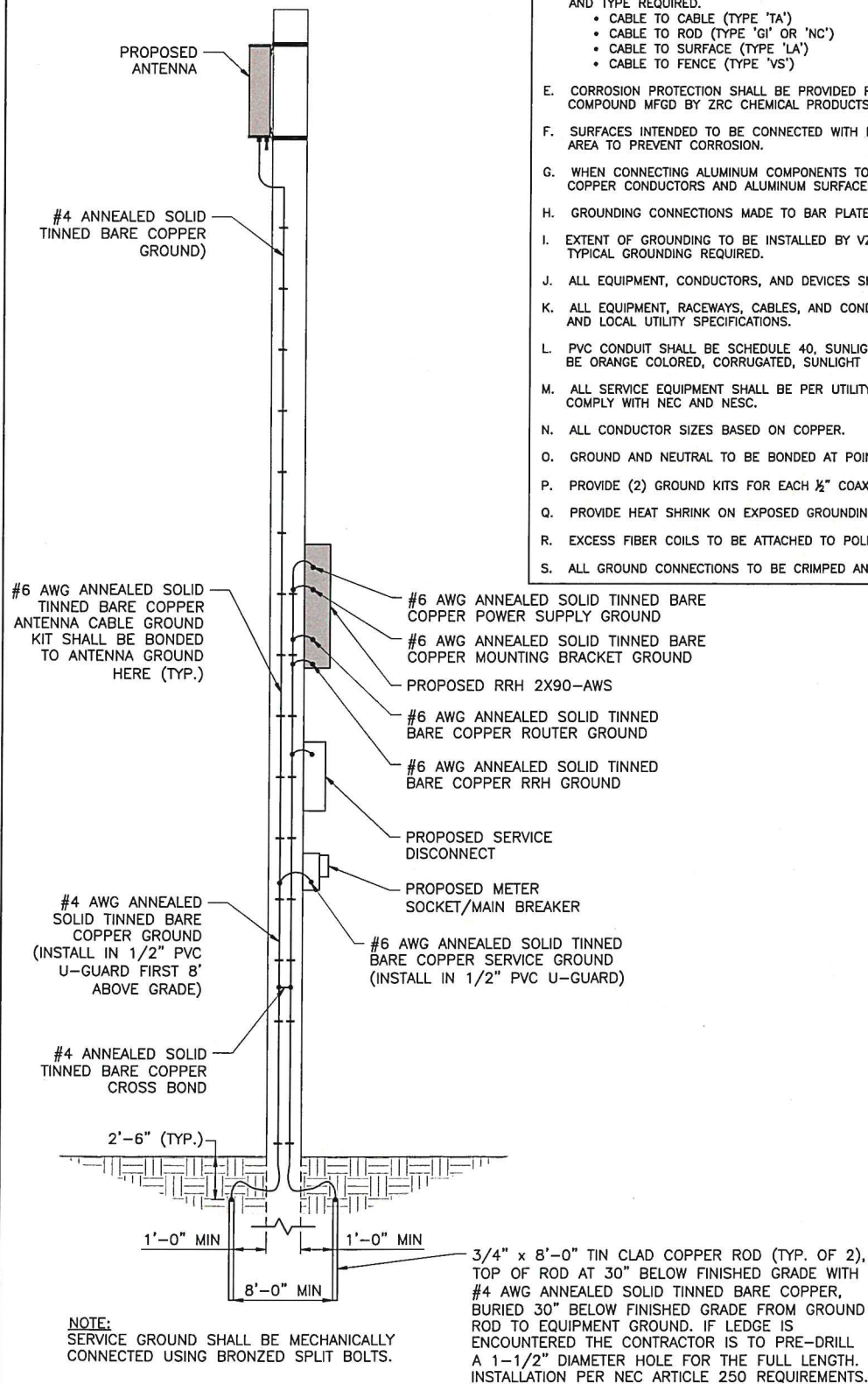
DRAWN BY	DATE
JWP	NOV. 2018
CHECKED BY	D&K PROJECT #
LJH	423935L
PROJ. ENG.	D&K ARCHIVE #
LJH	

SHEET NUMBER

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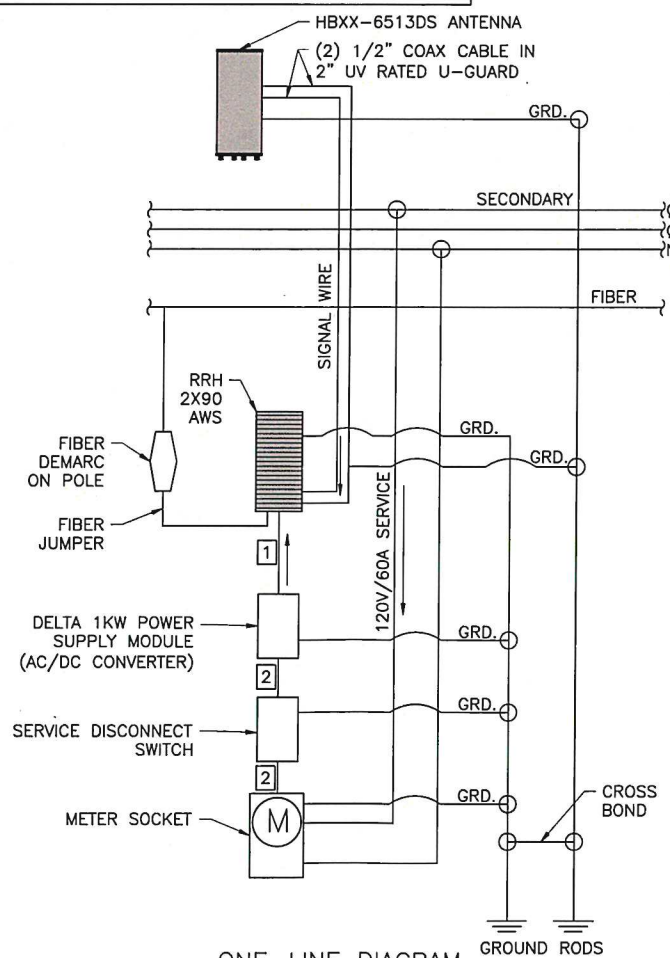
DEPARTMENT OF
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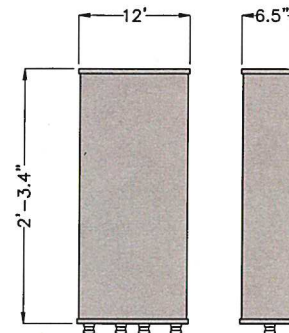
UTILITY POLE GROUNDING DETAIL
NOT TO SCALE

GENERAL NOTES

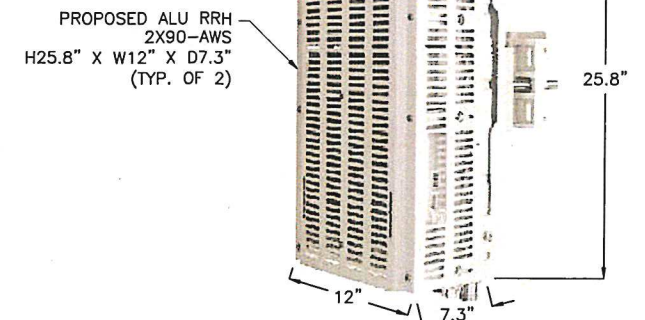
- ALL GROUNDING SHALL BE IN ACCORDANCE WITH NESC REQUIREMENTS AND LOCAL UTILITY SPECIFICATIONS. GROUND CONDUCTORS SHALL NOT BE SMALLER THAN #4 COPPER, UNLESS OTHERWISE SPECIFIED.
- OBJECTIVE IS TO PROVIDE A CELLULAR GROUNDING SYSTEM WITH GROUND RESISTANCE OF LESS THAN 5 OHMS BETWEEN ANY POINT ON THE GROUNDING SYSTEM AND REFERENCE GROUND. MODIFY THE GROUNDING SCHEME WITH THE CELL PROVIDER'S ENGINEER'S APPROVAL TO ACHIEVE DESIRED AC RESISTANCE TO GROUND. CHEMICAL ADDITIVES SHALL NOT BE USED TO ENHANCE MINIMUM RESISTANCE ON THE CELLULAR GROUNDING SYSTEM UNLESS APPROVED BY THE CELL PROVIDER'S ENGINEER. OBTAIN TESTING PROCEDURE FROM THE CELL PROVIDER'S ENGINEER. TEST GROUND GRID IN AN APPROVED METHOD AFTER INSTALLATION TO CONFIRM SPECIFIED RESISTANCE LEVELS HAVE BEEN MET.
- MINIMUM BENDING RADIUS FOR BURIED GROUND RING SHALL BE 2'-0" NOMINAL AND 12" MINIMUM. ANTENNA GROUNDING CONDUCTOR SHALL BE AS STRAIGHT AS POSSIBLE WITH A MINIMUM BENDING RADIUS OF 6".
- GROUND CONNECTIONS MADE BELOW GRADE SHALL BE HEAVY DUTY EXOTHERMIC WELD. PROVIDE CADWELD CONNECTIONS, STYLE AND TYPE REQUIRED.
 - CABLE TO CABLE (TYPE 'TA')
 - CABLE TO ROD (TYPE 'GI' OR 'NC')
 - CABLE TO SURFACE (TYPE 'LA')
 - CABLE TO FENCE (TYPE 'VS')
- CORROSION PROTECTION SHALL BE PROVIDED FOR ALL CONNECTIONS ABOVE AND BELOW GRADE. USE ZRC COLD GALVANIZED COMPOUND MFGD BY ZRC CHEMICAL PRODUCTS, QUINCY, MASS.
- SURFACES INTENDED TO BE CONNECTED WITH MECHANICAL CONNECTIONS SHALL BE BARE METAL. PRIME AND PAINT OVER BONDED AREA TO PREVENT CORROSION.
- WHEN CONNECTING ALUMINUM COMPONENTS TO THE GROUNDING SYSTEM, USE UL APPROVED BI-METALLIC CONNECTIONS BETWEEN COPPER CONDUCTORS AND ALUMINUM SURFACES.
- GROUNDING CONNECTIONS MADE TO BAR PLATE SHALL BE MADE WITH DOUBLE HOLE HYDRAULICALLY INDENTED LUGS.
- EXTENT OF GROUNDING TO BE INSTALLED BY VZW TO BE DETERMINED BY THE VZW CONSTRUCTION MANAGER. PLANS ILLUSTRATE TYPICAL GROUNDING REQUIRED.
- ALL EQUIPMENT, CONDUCTORS, AND DEVICES SHALL COMPLY WITH NESC REQUIREMENTS AND LOCAL UTILITY SPECIFICATIONS.
- ALL EQUIPMENT, RACEWAYS, CABLES, AND CONDUCTORS SHALL BE PROPERLY ANCHORED TO THE POLE PER NESC REQUIREMENTS AND LOCAL UTILITY SPECIFICATIONS.
- PVC CONDUIT SHALL BE SCHEDULE 40, SUNLIGHT RESISTANT, AND COMPLY WITH LOCAL UTILITY REQUIREMENTS. INNERDUCT SHALL BE ORANGE COLORED, CORRUGATED, SUNLIGHT RESISTANT, AERIAL-USE.
- ALL SERVICE EQUIPMENT SHALL BE PER UTILITY COMPANY STANDARDS AND ALL ASSOCIATED WIRING AND SERVICE GROUND SHALL COMPLY WITH NEC AND NESC.
- ALL CONDUCTOR SIZES BASED ON COPPER.
- GROUND AND NEUTRAL TO BE BONDED AT POINT OF SERVICE DISCONNECT PER NEC REQUIREMENTS.
- PROVIDE (2) GROUND KITS FOR EACH 1/2" COAX CABLES PER MANUFACTURER'S RECOMMENDATIONS.
- PROVIDE HEAT SHRINK ON EXPOSED GROUNDING CABLE.
- EXCESS FIBER COILS TO BE ATTACHED TO POLE/RRH BRACKET FOR ADDED SUPPORT.
- ALL GROUND CONNECTIONS TO BE CRIMPED AND ONLY OUTDOOR RATED MATERIAL SHALL BE USED.



ONE-LINE DIAGRAM
NOT TO SCALE



HBXX-6513DS
ANTENNA DETAILS
NOT TO SCALE



ALU RRH 2x90-AWS DETAIL
NOT TO SCALE

ANTENNA FACIAL SURFACE AREA

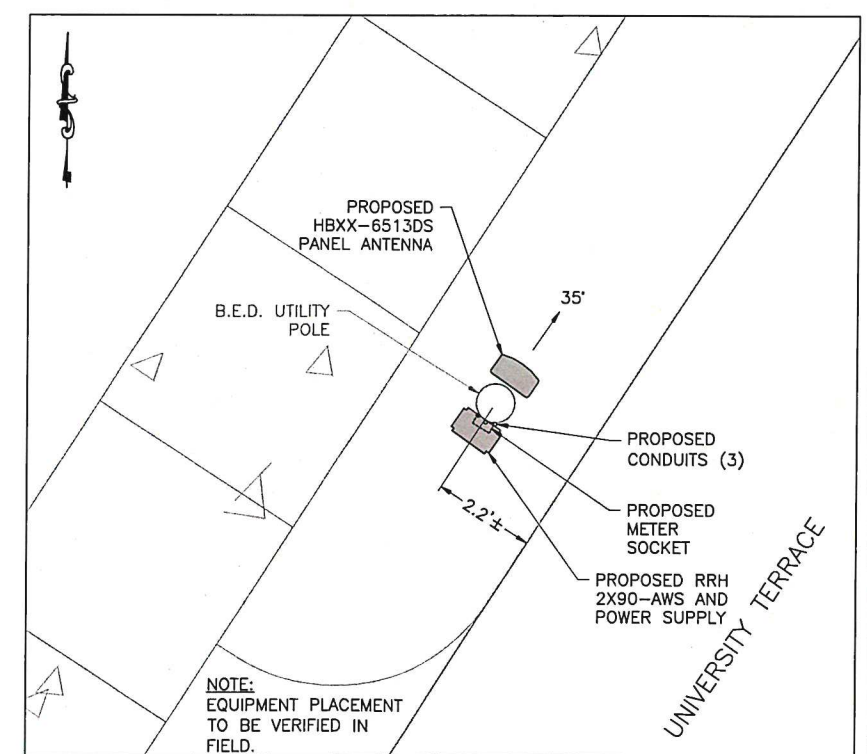
HBXX-6513DS:

27.4" X 12" = 2.28 SQ. FT. X 1 ANTENNA = 2.28 SQ. FT.

ALU RRH 2X90-AWS:

25.8" X 12.0" = 2.15 SQ. FT. X 1 RRH UNIT = 2.15 SQ. FT.

TOTAL SURFACE AREA: (2.28 + 2.15) = 4.43 SQ. FT



EQUIPMENT ORIENTATION PLAN
SCALE: 1" = 2' AT 22X34
HALF SIZE AT 11X17

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SO. BURLINGTON, VT 05403
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PROFESSIONAL SEAL

NO.	DATE	DESCRIPTION	BY	CHK'D
1	11-30-18	ISSUED FOR CONSTRUCTION	GJO	LJH

verizonwireless

PROJECT ID: 20181851614
PROJECT TYPE: BDGCS
LOCATION CODE: 469988

BURLINGTON
UVM SC2

9 UNIVERSITY
TERRACE
BURLINGTON, VT
05401

SHEET TITLE

EQUIPMENT
DETAILS

CONSTRUCTION PLANS

DRAWN BY	DATE
JWP	NOV. 2018
CHECKED BY	DATE
LJH	423935L
PROJ. ENG.	DATE
LJH	423935L

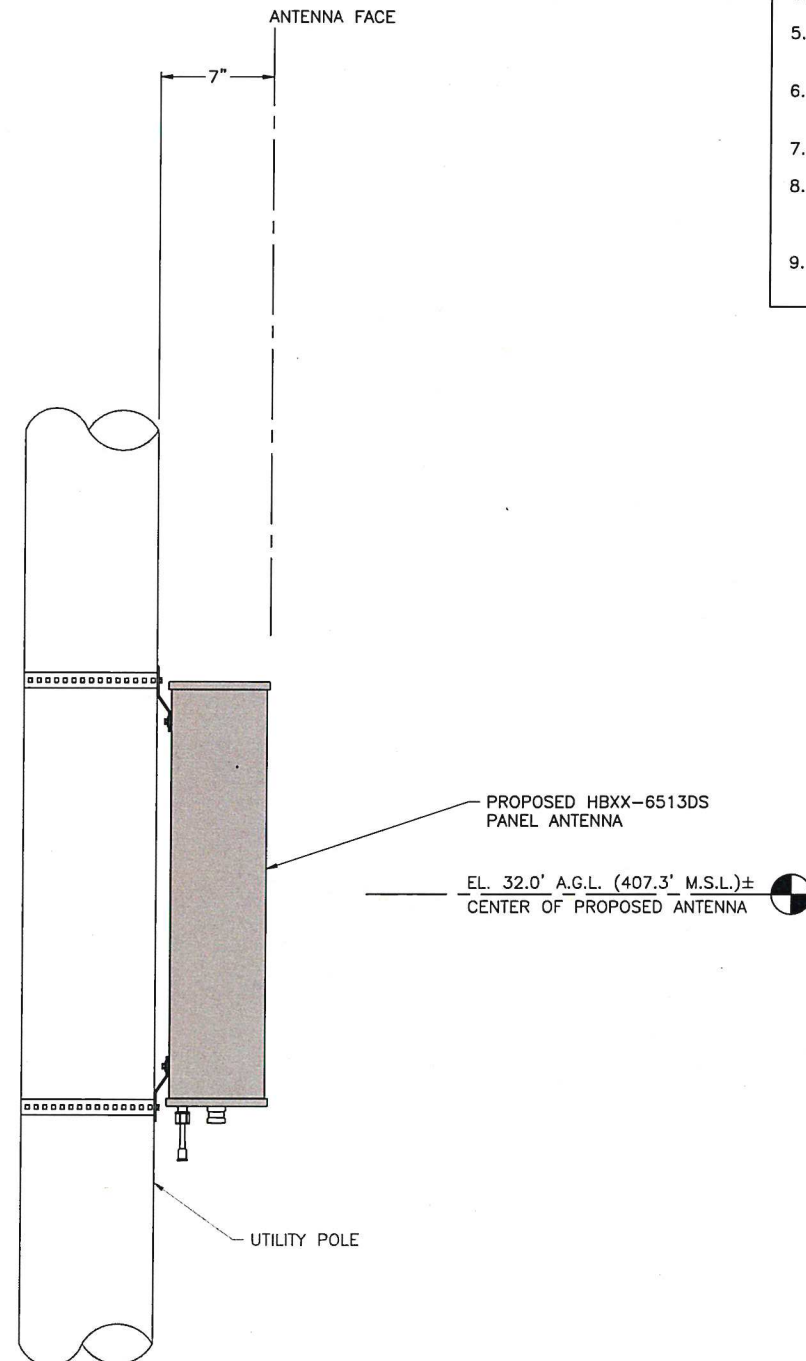
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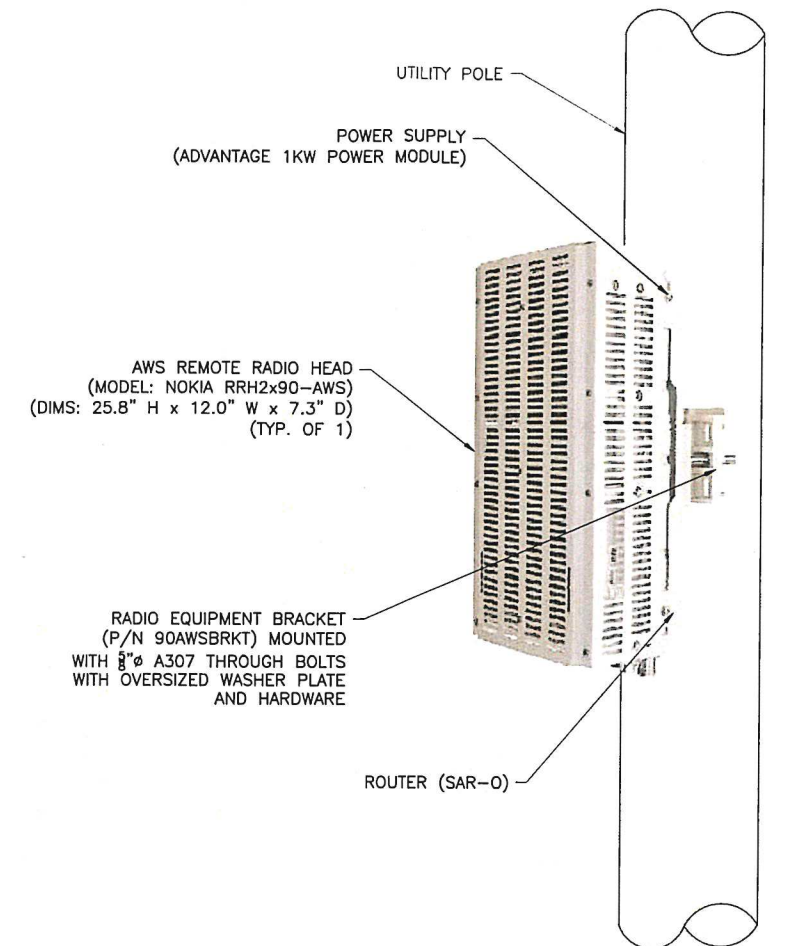


ANTENNA CONFIGURATION

SCALE: 1" = 6" AT 22X34
HALF SIZE AT 11X17

STRUCTURAL STEEL NOTES:

1. ALL STRUCTURAL STEEL IS DESIGNED BY ALLOWABLE STRESS DESIGN (ASD):
 - A. STRUCTURAL CHANNELS (OTHER SHAPES)---ASTM A36, ($F_y = 36$ KSI)
 - B. STRUCTURAL PIPE (ROUND SHAPES)---ASTM A53 GRADE B, ($F_y = 35$ KSI)
 - C. CONNECTION BOLTS---ASTM A325-N
 - D. THREADED RODS---ASTM A307 GRADE C, ($F_y = 58$ KSI)
 - E. WELDING ELECTRODE---ASTM E 70XX
2. STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED AND ERECTED IN ACCORDANCE WITH THE LATEST PROVISIONS OF AISC MANUAL OF STEEL CONSTRUCTION.
3. BOLT HOLES SHALL BE PUNCHED OR DRILLED, FLAME CUT HOLES ARE NOT ACCEPTABLE.
4. INSTALL FABRICATIONS PLUMB AND LEVEL, ACCURATELY FITTED, AND FREE FROM DISTORTIONS OR DEFECTS.
5. ALL STEEL MATERIAL (EXPOSED TO WEATHER) SHALL BE GALVANIZED AFTER FABRICATION IN ACCORDANCE WITH ASTM A123 "ZINC (HOT DIPPED GALVANIZED) COATINGS" ON IRONS AND STEEL PRODUCTS.
6. ALL BOLTS, ANCHORS AND MISCELLANEOUS HARDWARE SHALL BE GALVANIZED IN ACCORDANCE WITH ASTM A153 "ZINC COATING (HOT-DIP) ON IRON AND STEEL HARDWARE".
7. NOTIFY THE ENGINEER PRIOR TO FIELD CUTTING OR MODIFYING APPROVED FABRICATIONS.
8. THE ENGINEER SHALL BE NOTIFIED OF ANY INCORRECTLY FABRICATED, DAMAGED OR OTHERWISE MISFITTING OR NON CONFORMING MATERIALS OR CONDITIONS TO REMEDIAL FOR CORRECTIVE ACTION. ANY SUCH ACTION SHALL REQUIRE ENGINEER REVIEW.
9. ALL BOLTS ATTACHING BRACKETS AND EQUIPMENT TO POLE SHALL NOT PROTRUDE MORE THAN 1" BEYOND NUT.



POLE MOUNTED RADIO EQUIPMENT DETAIL
NOT TO SCALE

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SO. BURLINGTON, VT 05403
TEL: (802) 878-7661
FAX: (802) 783-7101
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NO.	DATE	DESCRIPTION	BY	CHK'D
1	11-30-18	ISSUED FOR CONSTRUCTION	GJO	LJH

verizon
wireless

PROJECT ID: 20181851614
PROJECT TYPE: BDGCS
LOCATION CODE: 469988

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UVM SC2

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BURLINGTON, VT
05401

SHEET TITLE

EQUIPMENT
DETAILS 2

CONSTRUCTION PLANS

DRAWN BY	DATE
JWP	NOV. 2018
CHECKED BY	DATE
LJH	423935L
PROJ. ENG.	DATE
LJH	423935L

SHEET NUMBER

C-5

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

*Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur*



Burlington Planning Commission

Tuesday, December 11, 2018, 5:00 P.M.

Public Records Room (Planning & Zoning)

City Hall, 149 Church Street

Special Meeting AGENDA

I. Agenda

II. Public Forum- Time Certain 6:30 p.m.

I. Permit Reform

The Planning Commission will continue to discuss the proposed reorganization of City Departments based on the Permit Reform Initiative. Information related to this item is enclosed in this packet.

Staff Recommendation: The Commission is requested to provide comments/a recommendation for consideration by the City Council.

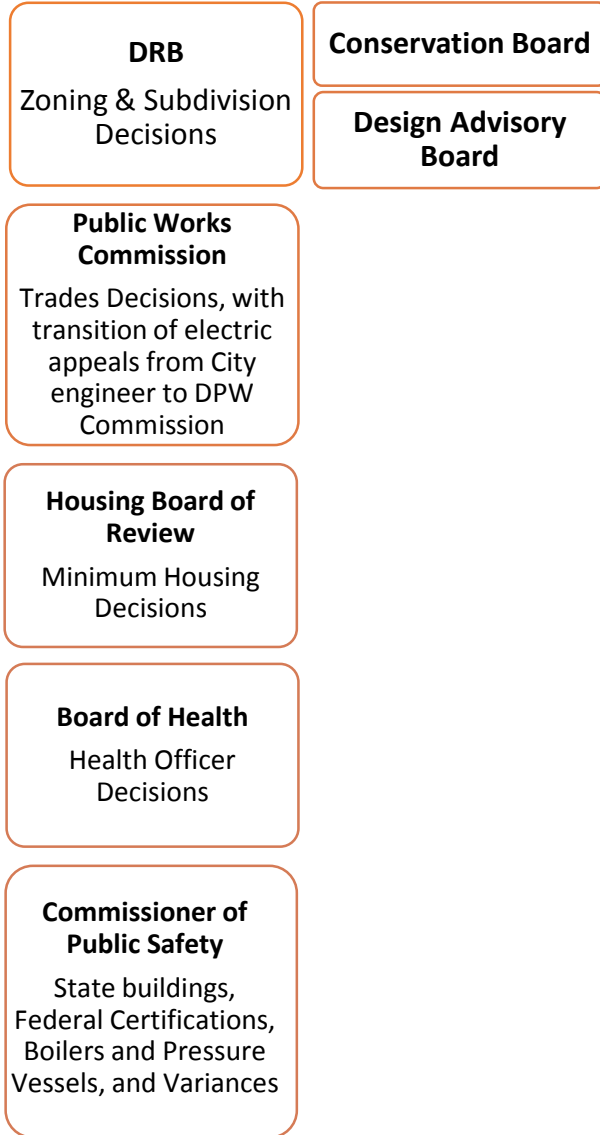
II. Adjourn

This agenda is available in alternative media forms for people with disabilities. Individuals with disabilities who require assistance or special arrangements to participate in programs and activities of the Dept. of Planning & Zoning are encouraged to contact the Dept. at least 72 hours in advance so that proper accommodations can be arranged. For information, call 865-7188 (865-7144 TTY). Written comments may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401.

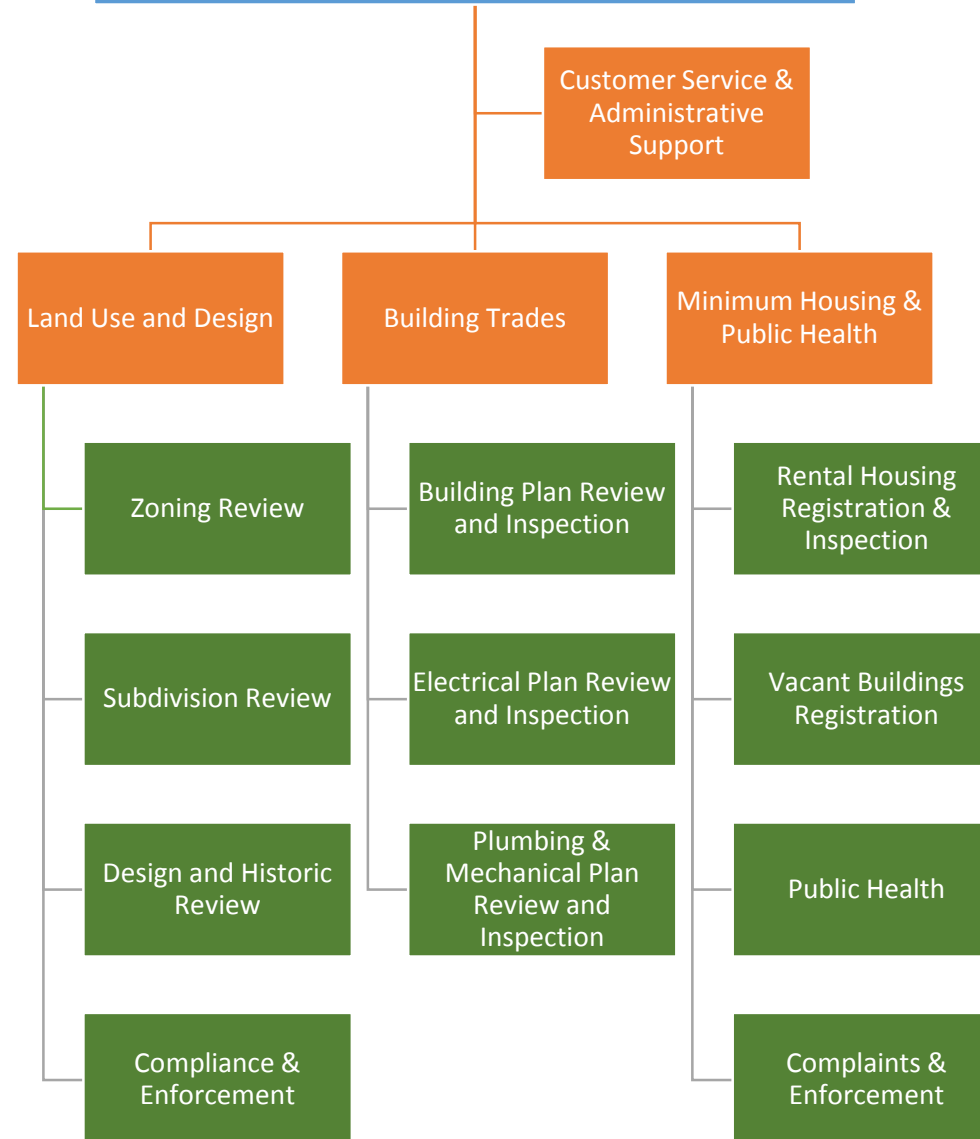
Proposed Charter Change *(Dec. 2018 – March 2019)*

- Creation of new Permitting & Inspections Department
- Appointment of new Director of Permitting & Inspections by Mayor
- Appointment of Zoning Administrative Officer by Mayor
- Expansion of CEDO to include Ch 117 planning functions subject to Planning Commission
- Appointment of Planning Director by Mayor
- Placement of Planning Director within CEDO

Discretionary Review and Appeals



Department of Permitting & Inspections



Citizen Advisory

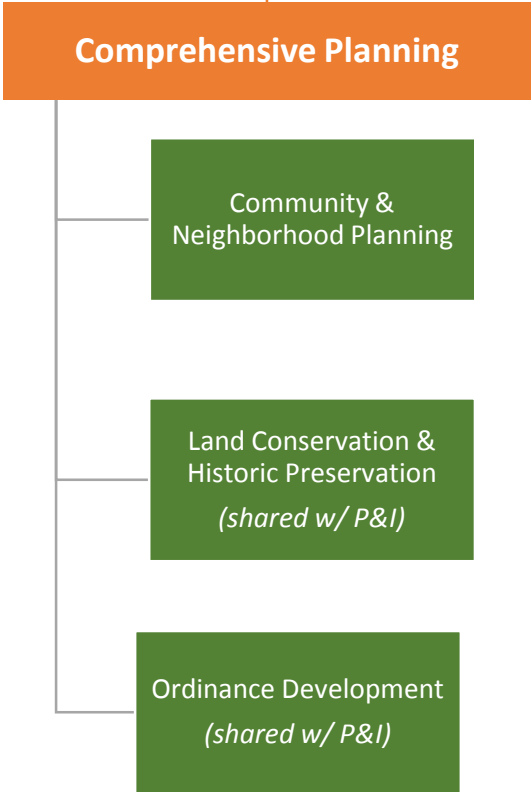
Planning Commission

- Amendments and administration of the CDO
- Participates in Annual Performance Review of Director and ZAO
- 2 members participate on Mayor's hiring committee for Director and ZAO

What to do with Planning?

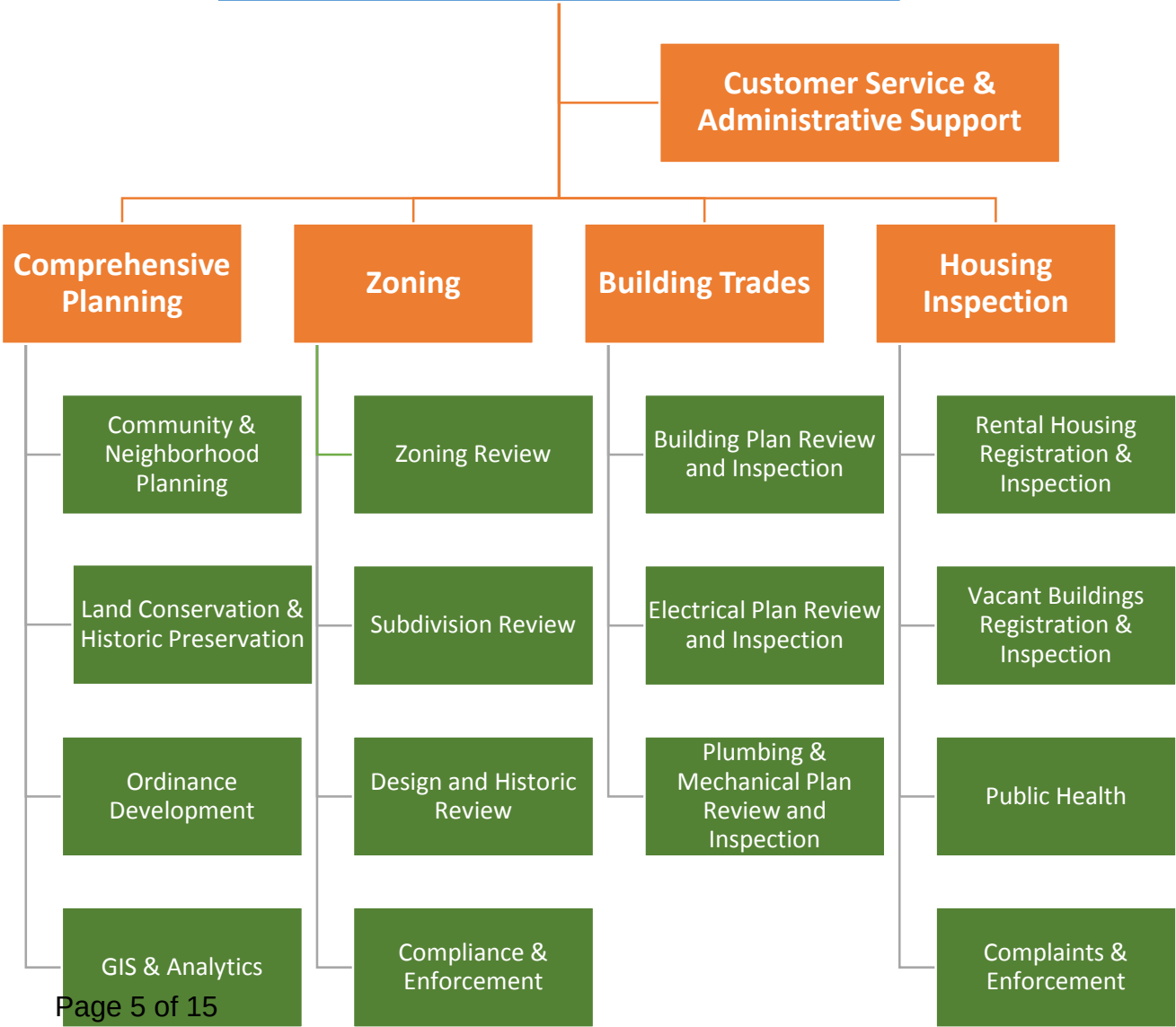
- Merge with Permitting & Inspections
 - Keeps the development of the ordinance close to its administration (+)
 - Potentially isolating for a small planning function within a larger permitting department (-)
 - Still has overlapping missions/functions with CEDO (-)
 - Separates development of plans and policies from a key partner in their implementation(-)
 - (or) Physically splits this department between 2 locations - City Hall and Pine St. (-)
- Stand alone
 - Too small to be effective, efficient, and meaningful – a **MAJOR** step backwards for planning in BTV (-)
 - **Very** isolating for a small planning function – renders it virtually non-existent (-)
 - Could work **only if** combined with complimentary planning & policy functions from one or more other department(s) (i.e. CEDO, PRW &/or DPW) (+)
- Merge with CEDO
 - Brings two departments with overlapping missions/functions together (+)
 - Joins the development of plans and policies with a key partner in their implementation (+)
 - Institutionalizes current collaborations and relationships (+)
 - Creates efficiencies and expands capabilities/effectiveness of both (+)
 - Provides policy framework for community & economic development programs & projects (+)
 - Provides a feed-back loop regarding the effectiveness of plans and policies (+)
 - Separates development of the ordinance from its administration (-)

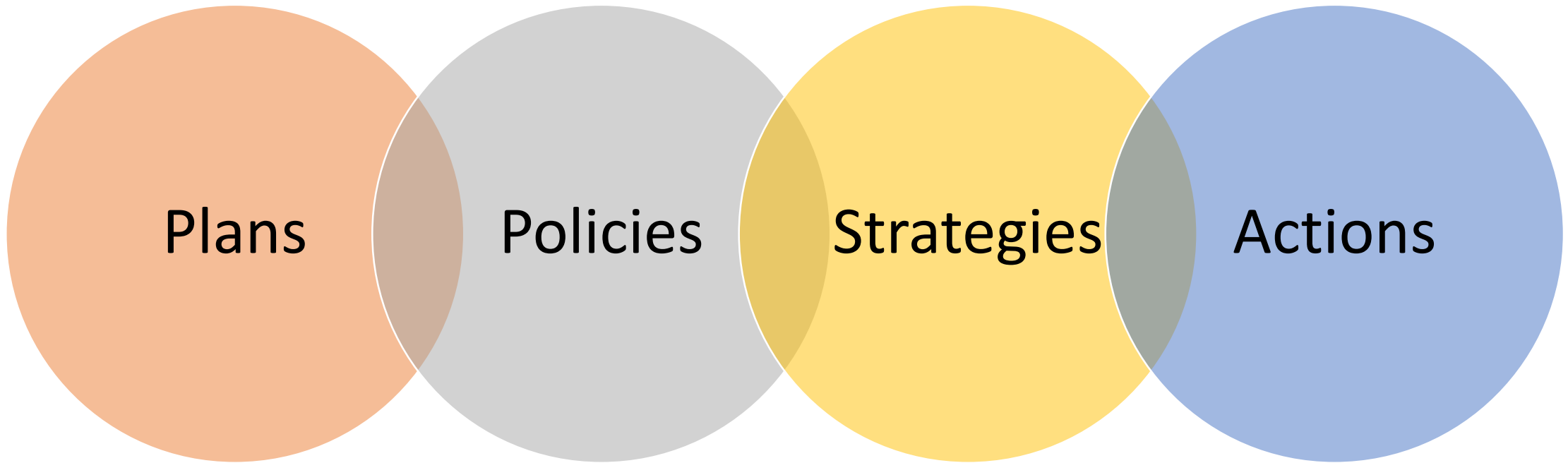
Department of Planning



or

Department of Planning,
Permitting & Inspections





a program of policies to achieve an established goal

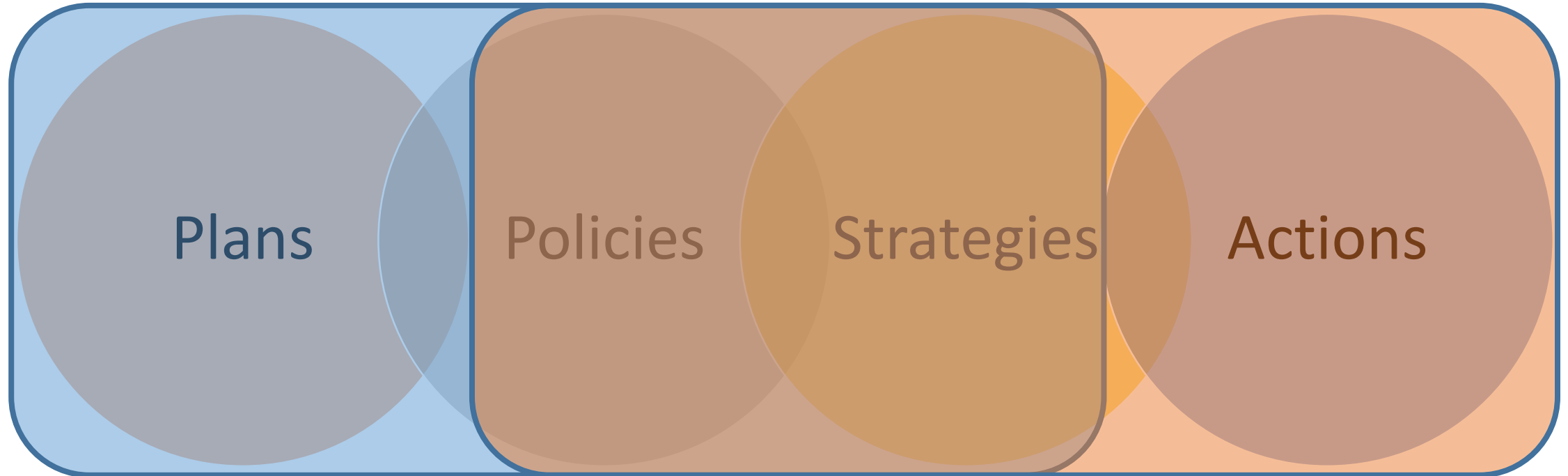
a set of ideas that is used as a basis for making decisions

a collection of actions employed to afford the maximum support of adopted policies

the accomplishment of a thing usually over a period of time or in stages

Agencies with overlapping missions/functions can lead to confusion and conflict

Planning   **CEDO**



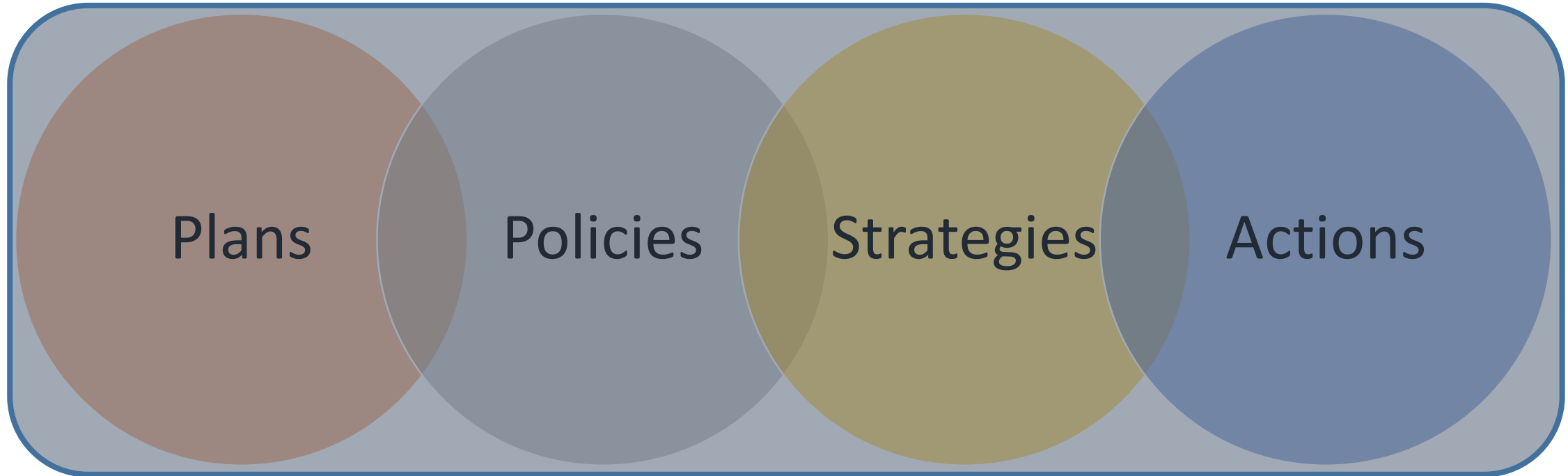
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← **Planning/CEDO** →



a program of policies to achieve an established goal

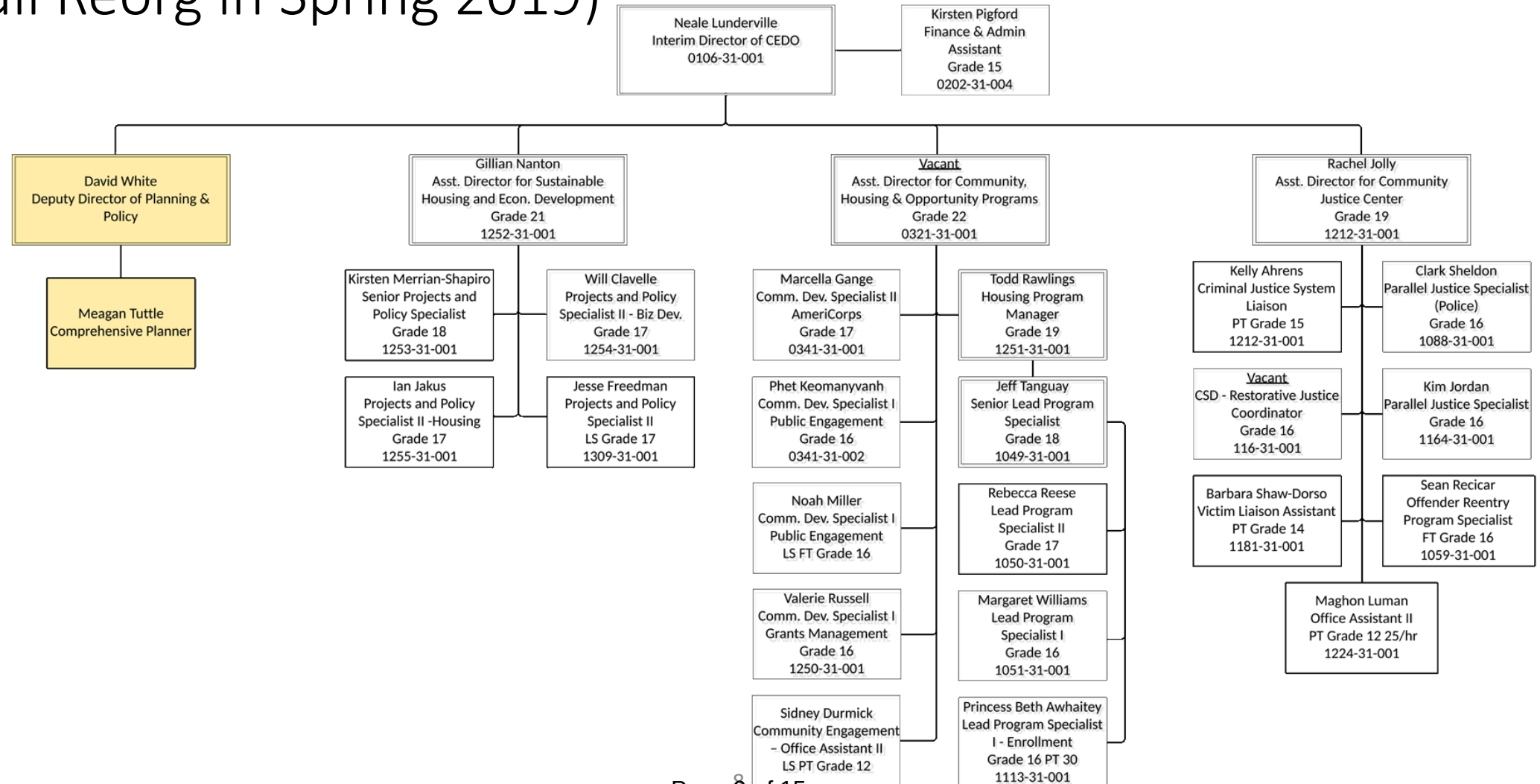
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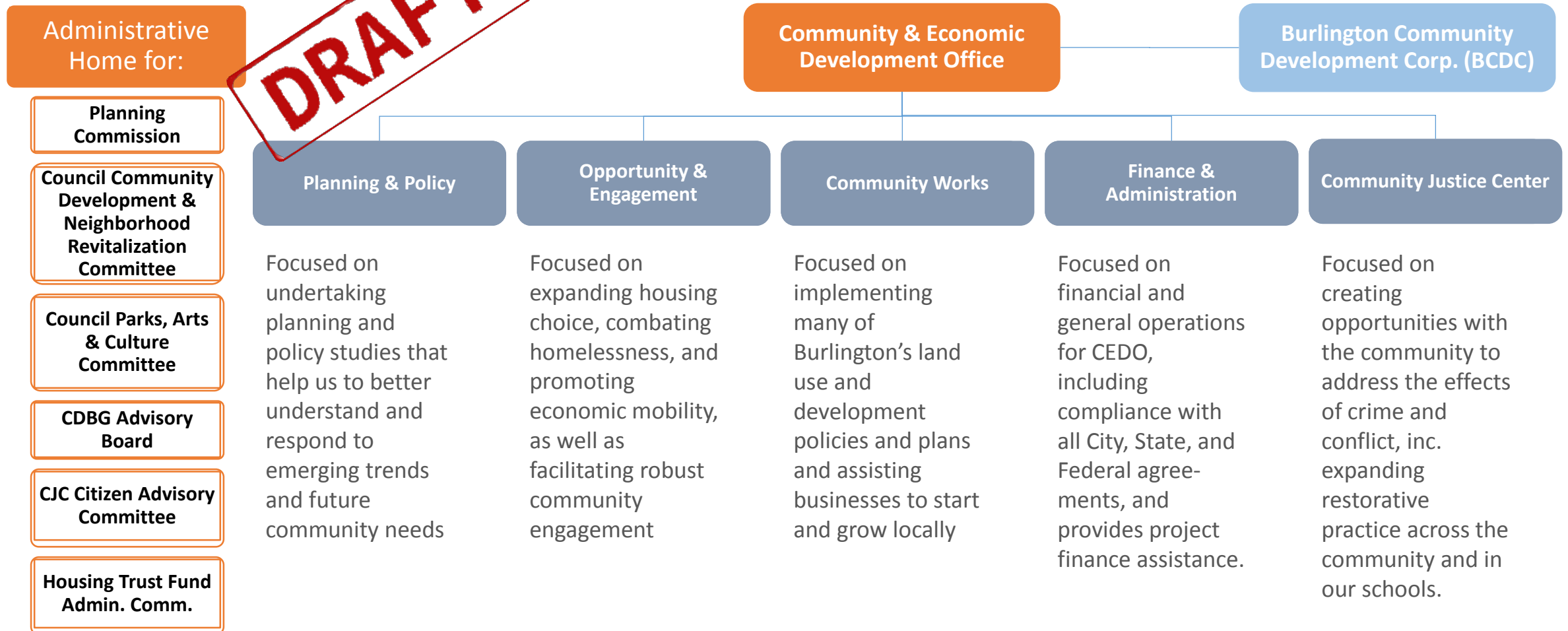
the accomplishment of a thing usually over a period of time or in stages

Proposed Org Chart for Merger Only

(Full Reorg in Spring 2019)

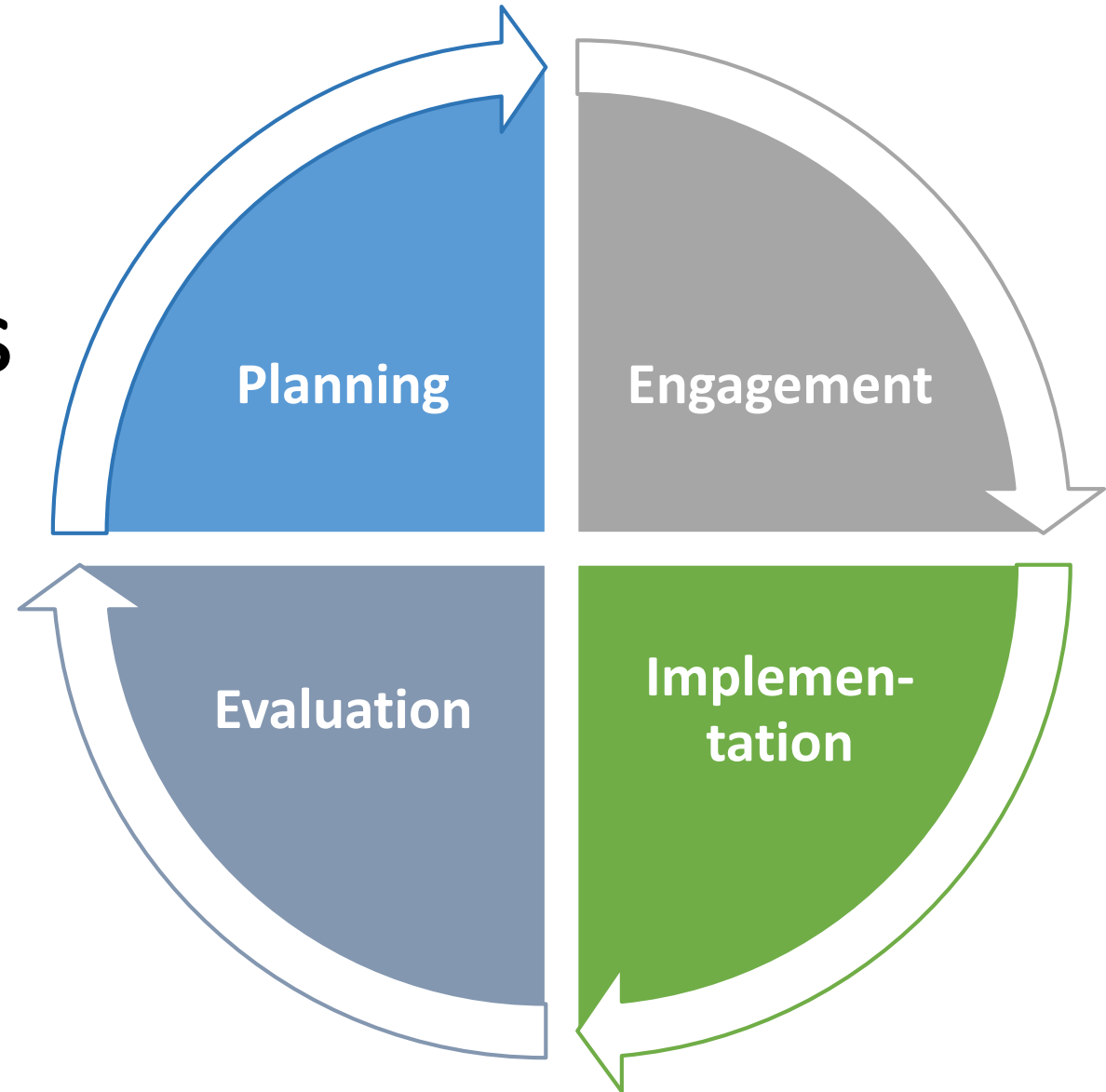


Conceptual Org Chart: Post-Merger *(spring 2019)*



Proposed Structure Supports Lifecycle Approach to Projects

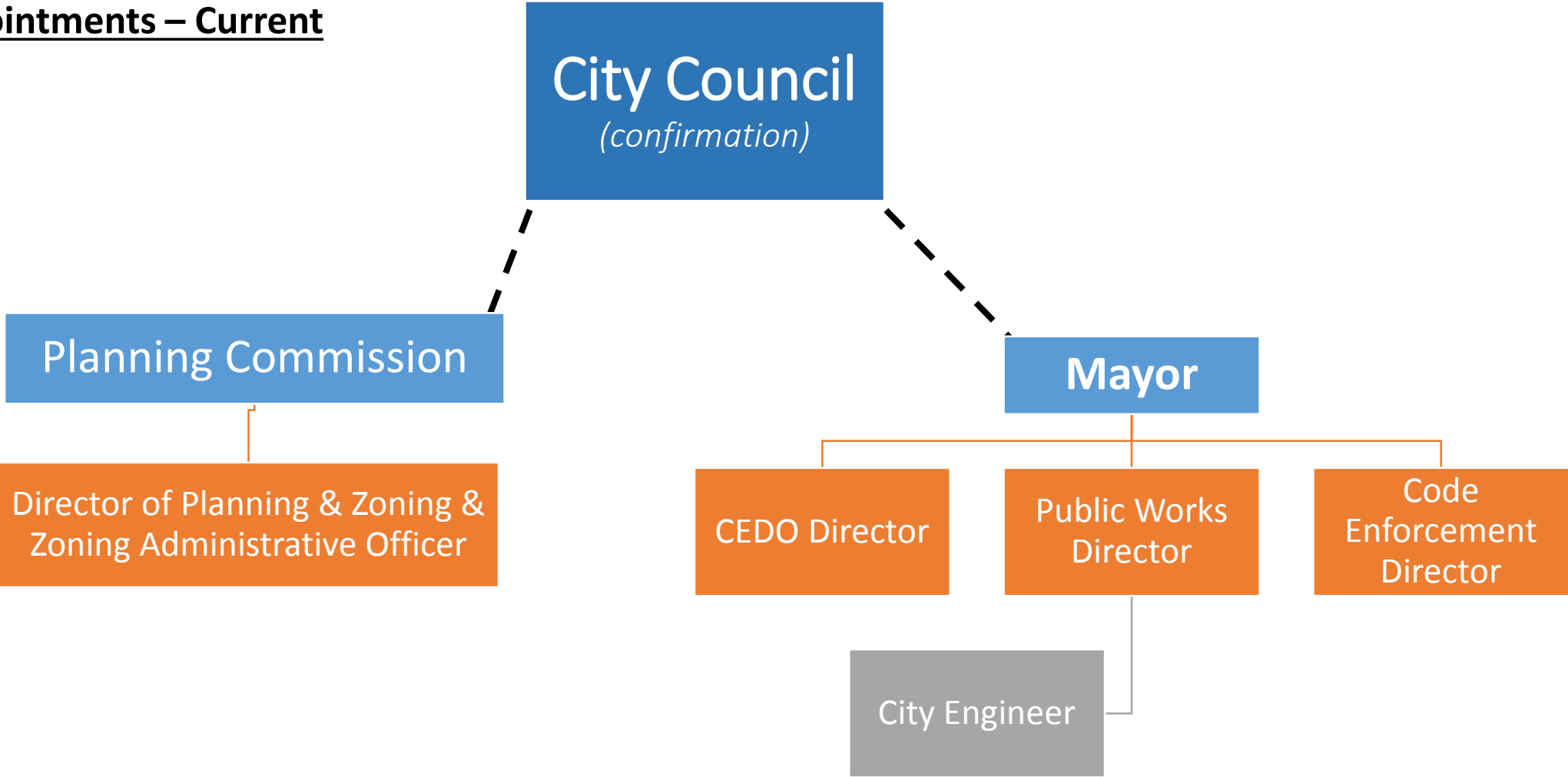
- Applies to range of CEDO and Planning projects, programs, & initiatives
- Most effective when coupled with a team-based methodology to manage work flow
- See: [Agile, Scrum, Kanban](#)



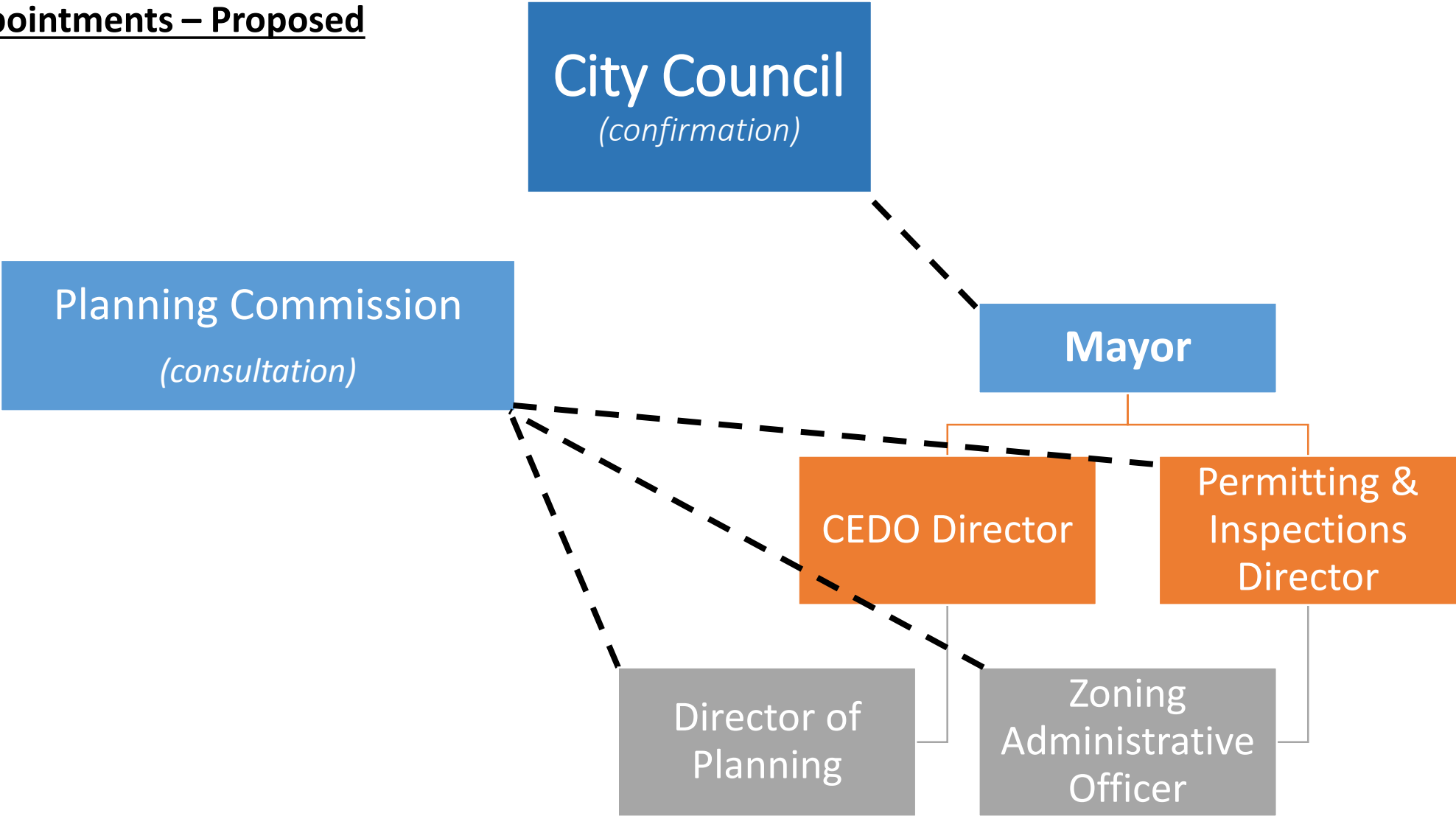
Cross-Cutting Teams for Initiatives & Projects



Appointments – Current

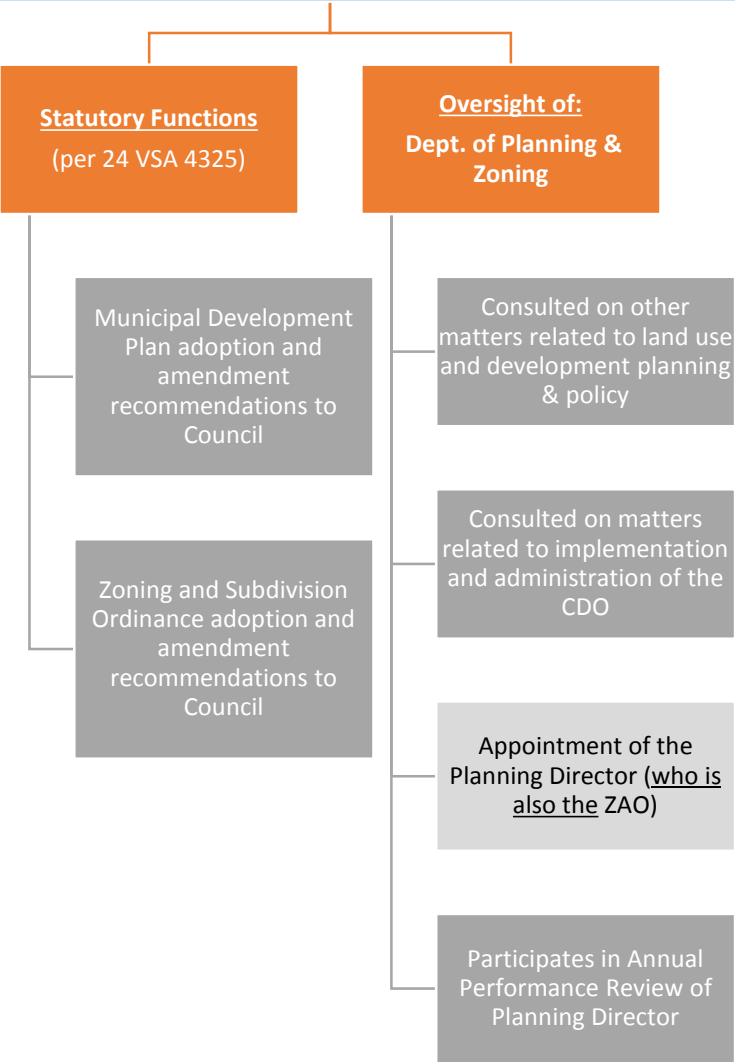


Appointments – Proposed



Planning Commission Role – Before and After

Planning Commission *(current)*



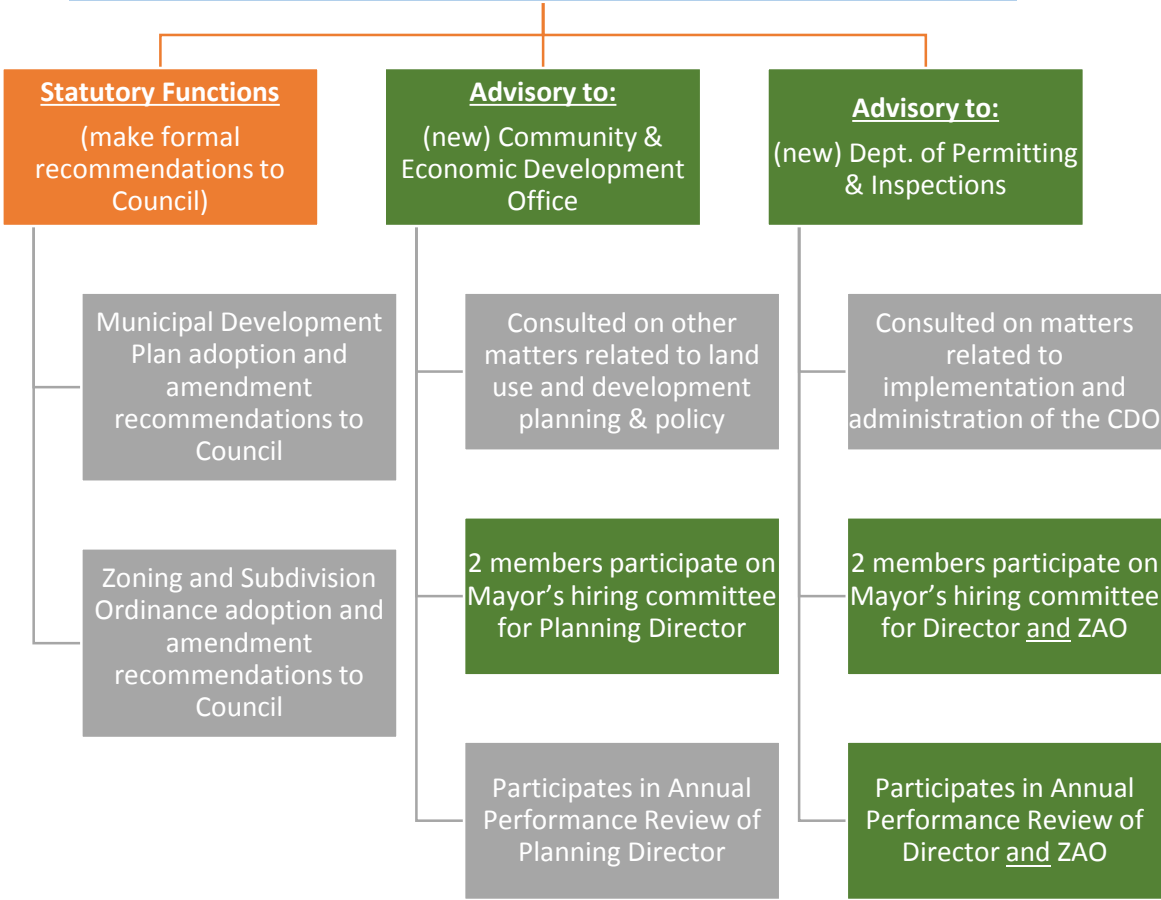
24 VSA 4321

- Appointed by Council
- 3-9 members
- Majority residents
- No more than 2 elected or appointed officials who are non-voting members
- Powers and Duties per 24 VSA 4325

Former role

New role

Planning Commission *(proposed)*



planBTV PC Draft Comments & Proposed Edits- December 11, 2018			
General Comments			
Source	Comment	Recommendation	Change in Substance or Meaning?
PC Member	In Burlington Today section, include more details about Burlington's racial/ethnic diversity.	Add a chart based on 2010 Census or 2016 ACS Data.	Add Context
Public Hearing & Public Comment	In Burlington Today section, include a more explicit chart/discussion about population change and related change in enrollment at UVM/Champlain. Related question from Public Hearing: Are the projectons regarding students accurate?	Add a chart based on Census/ACS Data & audited enrollment data from institutions	Add Context
PC Member	Add a note that this plan is the Municipal Development Plan in a more obvious location at the front of the plan	Add a note to the cover.	N/A
BTV Fire Chief	Minor edits to the discussion of the Fire Department Services	Update text to reflect Chief’s corrections	Correct existing context
Public/Website	Missing references for citations	This appendix was inadvertently not updated before posting. This will be corrected.	Add Context
Public	Map colors are hard to read in printouts, particularly the difference between the green colors on the "Planning to Conserve" map, and the map of institutions’ influences on page 98.	Make the colors more distinguishable using more contrasting colors/patterns.	N/A
PC Member	Consider changing type/presentation of the icons which represent the cross-reference to plan topics for each action item. They all run together as-is and make it hard to distinguish	Make changes to the icon/how they are distinguished from one another to help with readability	N/A
PC & Conservation Bd Members	Regarding discussion of existing land use, "Significant Natural Areas & Open Space", two comments: 1) talk about the importance of these lands for amenities like ball fields, trails, boating, peace/solitude, etc. 2) Discussion of public vs private land in this category is confusing; work with BPRW naturalist to help rework.	Will update to reflect these comments.	Clarify existing info
Conservation Bd Member	On the Current Land Use Map, places like Rock Point & Leddy Park are categorized as civic. This is one of the most significant natural resources in the city, and this designation doesn’t recognize this value.	Change the classification for this large parcel from a parcel based classification to better reflect the civic & natural uses on this site.	Clarify existing info
Resident	Property on S. Prospect St & Maple incorrectly labeled as "institutional" use.	Correct categorization error to reflect the property’s residential use (residential condos)	Correct map
PC Member	In existing Facilities & Services, add a discussion of the importance of the city’s recreational amenities in addition to the discussion of what’s existing.	Add statement about importance.	Add Context
Staff	Missing from transportation infrastructure is discussion of the train station, freight and special event rail service.	Add a discussion of these transportation services to the existing "Utilities & Transportation" section	Add Context
PC Member	In "Challenges & Opportunities" section, regarding changes in transportation, add "reducing congestion and parking demand" to potential results of new modes/technologies. Additionally, add discussion of potential to restore commuter rail, and add "rail" as a Technology in the graphic on page 25.	Add discussion of potential impacts of commuter rail service to this section.	Add Future Consideration
PC Member	In "Challenges & Opportunities" section, regarding hazards to natural environment, add other invasive plants like bush honeysuckle and buckthorn, which are serious hindrances to natural ecology of open spaces in the city.	Add a statement that recognizes invasive species as a hazard more explicitly.	Add context
Public	Change photo that represents Inclusive Theme on page 54 per artist copyright.	Change photo.	N/A
Public Hearing	How to align individual projects with goals, and hold projects accountable to the plan’s goals? I.e. what is our 3-year action plan?	Elaborate on how this plan can/should be used to inform future decision-making in "How to Use this Plan" section on page 8 and "How to Read this Plan" section on page 29.	Add context
Public Hearing	PlanBTV is not a hashtag.	PlanBTV 2019 update is a modernization and reorganization of the city’s long-standing policies for land use and development. It is grounded in the major principles that have guided policy, but is presented in a more engaging template to be more user-friendly and easy to read.	No change
Misc	Correct typos & make minor text clarifications that don’t change substance or meaning on pages 8, 9, 11, 14, 27, 33, 45, 55, 57, 58, 67, 71, 77, 79, 89, 91, 96, 98, 112	Incorporate minor edits to correct typos & missing words.	No substantive change
Distinctive Theme			
Source	Comment	Recommendation	
Conservation Bd Member	Update Policy #1 to say "natural areas" rather than resources, to recognize the broader applicability of this element.	Make change as suggested	Clarify existing info
PC Member	Policy 1.5 says "responsible evolution" which isn’t in the Open Space Protection Plan. What does this mean?	This action item is inclusive of natural areas in the OSPP as well as parks and the interface of land and water in the harbor. This phrase came directly from the suggestion of the BPRW Harbor Master regarding the future use/evolution of the harbor area to meet the city’s land and water-side needs. No change suggested.	N/A

PC Member	Policy 4.5 seems more important; perhaps it should be moved up on the list in order of importance.	The number/order of the action items do not necessarily suggest a priority; however, as is the case with Policy 4, any big-picture framing action item (such as creating a master plan for arts & culture i.e. Action 4.1) is presented first with actions that may emerge listed to follow. Staff does not necessarily recommend a change, as it will result in cascading renumbering throughout the plan.	No change
Website	"Human scale is 4-6 stories. There is much written about the social, psychological, and economic benefits to human scale. A 14-story building is NOT human scale and this plan for it should never have been allowed. It goes against what we know about the world's most wonderful and warm city centers."	This plan does not make a recommendation about the height of buildings downtown. No change recommended.	No change
Public Hearing	Are we reaching all demographics of the city?	Efforts have been made throughout this planning process to discuss important issues with many diverse interests. More can always be done; Policy 15 includes many recommended actions for how to improve this going forward.	No change
Public Hearing	Preserve leadership of BTV and public cooperative ownership [of services/utilities] like coop telecom, competitive neutrality	Connected theme discusses the necessity of internet/telecom as a economic driver and essential service for residents that must be expanded and leveraged, but does not discuss whether this must be public or private ownership.	TBD
Public Hearing	Legacy of Bernie is distinctive	Make some notes in this section about the aspects of Burlington's identity that are known far and wide (politics, policies, companies, etc)	Expand context for importance
Public Hearing	an important part of being distinctive is renewable & sustainable	Add more context to the discussion about the city's built environment in the importance section of this theme.	Expand context
Public Hearing	Another distinctive feature is small businesses and nurturing social businesses/entrepreneurship	Distinctive theme discusses the nature of the city's businesses, but Action 5.7 could be expanded to explicitly recognize socially-focused businesses and social entrepreneurship.	Expand context of action 5.7
Public Hearing	"My experience is that planBTV will be used to justify whatever the city admin wants to do. Nothing in the last iteration of planBTV supported the zoning change for 14-story buildings even though the city said it did. The descriptive language in this latest draft is often turgid, vague. Lofty ideas about presentation of environment, preservation of uniqueness, character, and scale are at odds with several items that call for growth by increasing "predictability" for developers and "streamlining" of regulations. Schemes like form based code architecture are better suited to produce soviet-style cheap uniformity rather than architecture which "expands public art and placemaking within the built environment"	All action items from PlanBTV require additional planning, study, and community conversation. Plan BTV alone does not change or dictate zoning, but rather provides direction and guiding principles for these future efforts. Elaborate on this in the "How we use this plan" section on page 8.	Expand discussion of importance
Public Hearing	Lake and natural resources are the foundation of our city, reasons why people have moved here. They are the "wow" factor. Focus on the preservation/protection and public accessibility of the waterfront is very important.	This is discussed as an important element in both distinctive and connected themes.	No change
Dynamic Theme			
Source	Comment		Recommendation
Conservation Bd member	In discussion of importance of resilience, add maintaining/increasing biodiversity to list of objectives	The bulleted list is from the Climate Action Plan, but adding biodiversity to this list is appropriate.	Expand context.
PC Member	Add an Action 6.8 that is about encouraging commuter rail to reduce traffic and congestion	This is already Action 17.7. Will add "to help reduce traffic and congestion" to Action 17.7 and add it to the list of "See also action items" that follows Actions 6.1-6.7.	Clarify intention of action item, and make a cross reference.
Website	"If we really want to think long term, we need to think about our planet. That means we can't cut trees and we need to care for the lake and the earth. The protection of the natural environment has taken a back seat to build build build. And what are we building? Are we really helping those in need?"	Distinctive and Dynamic put the quality and protection of natural resources and resilience to climate change more central to the plan's context, and recognizes that growth must happen in balance with these resources and in a way that improves/protects the quality/integrity of these resources. The Urban Forestry Master Plan is referenced to guide urban tree management. Incorporate into the discussion of importance of this theme, that it is not "growth for growth's sake" but rather "planning to	Expand context for importance
Public Hearing	UVM's expansion takes away from quality of life in neighborhoods, and artificially raises the rent. There should be more pull back on UVM, and colleges need to be more open to the public/public conversation.	Action 6.4 talks specifically about ways to enable academic and housing needs to be met on the institutions' campuses. Further, "Planning to Grow" discusses the importance of meeting the needs of the institutions within these areas in order to preserve and strengthen surrounding neighborhoods	No change

Public Hearing	Net Zero is beneficial for development. Need to move away from fossil fuels but need to avoid big hydro	Plan doesn't make specific recommendations about the renewable energy mix, but rather, includes action item 9.2 regarding an update to BED's Integrated Resource Plan. This action could acknowledge not only resource proximity, but other environmental and/or wildlife concerns of renewable resources.	Expand context of action item
Public Hearing	Why is there a premium on growth? What kind of growth? We should focus on reuse, not new development.	The plan recognizes that some growth is to be expected, and may be necessary in order to meet the current and future needs of our community and region, and identifies areas where certain types of growth can be accommodated. Can nuance the section that discusses growth to make stronger the emphasis on reuse first, then redevelopment of existing/underutilized sites next.	See comments three cells above. Further, in the purpose statement for "Planning to Grow", the areas are about accommodating needed growth, rather than just promoting growth.
Public Hearing	Focus on Character	Incorporate "character" into policy 6.	Expand context of this policy
Public Hearing	Polluted sites- how can we use and manage them for renewable energy generation	Plan includes action items in Dynamic theme regarding reuse of brown fields, and identification of sites that can be used for energy generation.	No change
Public Hearing	Climate change is very important. The natural environment will never go out of style. We need to focus on this even though it doesn't bring a financial return, because it will be about our sustainability in the long-run. However, Burlington can't have lofty goals if there aren't others at the table helping with this effort. City isn't the only contributor to pollution in the lake.	Expand the language about the growing urgency of bold and authentic action, in coordination/collaboration with municipal neighbors.	Expand context of importance
Public Hearing	Need a lot of funding to implement this plan. When was the last time the Impact Fee study was updated and when will it be updated again?	No specific timeline for implementation, but Action 8.2 indicates a "Mid Term" timeframe of ~2-5 years.	No change
Inclusive Theme			
Source	Comment	Recommendation	
PC Member	Add gender as a consideration in the short description of Inclusive	Update	Expand Context of theme
PC Member	Regarding Action 12.6, is there not a system in place today? Maybe this is more appropriate as "evaluate/improve" a system.	This is an existing action item from the 2014 plan. Working with City Attorney to clarify/understand whether or not this is relevant. Will update as suggested if no system is in place today.	TBD
PC Member	Regarding Action 15.5, expand to note that importance to make boards' work more relevant to underrepresented communities.	Update action item as suggested.	Expand Intent of the action item.
Website	A truly inclusive city must take care of those in the most need. That includes a livable wage of \$15 per hour and REAL affordable housing. To use the word affordable when talking about a one bedroom at \$1000/month is simply wrong. Please walk the walk when it comes to "affordable." Don't use the word to describe rents that are not affordable. A vibrant city is one that even the lowest paid workers can still afford to live."	This is largely discussed on pages 56-57, but consider adding the specific quote to the discussion on these pages "a vibrant city is one that even the lowest paid workers can still afford to live."	Add resident quote to emphasize importance of this section.
Public Hearing	Citizen engagement must be valued, and engagement has to be meaningful. Government process isn't set up from meaningful citizen engagement.	This is the focus of Policy 15 and Action items 15.1-15.10. Expand discussion of importance in inclusive theme to more explicitly discuss meaningful opportunities for engagement.	Expand context of this section
Public Hearing	Citizen involvement in their section. How to engage neighborhoods, how to talk to everyone in a neighborhood; learn lessons from residents.	See above. Expand discussion of importance of meaningful dialogue that is focused on the individual needs of neighborhoods/parts of the city and groups of residents.	Expand context of this section
Public Hearing	Not "citizens" but "residents" of city.	Update language to reflect residents/community members, not citizens.	Update language of section
Public Hearing	UVM should keep at least 80% of under grad students on campus. Infill development should be complimentary or enhancing neighborhoods, not degrade them. Brownfield development even if it has to be subsidized should be incentivized, greenfields are way overdeveloped. Citizen/community engagement is encouraged but The public is only listened to if it is consistent with the Mayor/City Council majority objective3. Otherwise public expertise and opinion is routinely ignored. Advocate for County Executive so that each town/city might work together and not be in competition"	Plan does not include a specific target for number of students housed on campus, but includes policies regarding meeting housing needs within the institutions' campuses. Plan does identify reuse/redevelopment/infill before building new. There are very few truly undeveloped sites left in the city for development. Policy 20 includes actions about coordination and planning/policy collaboration with region, particularly via the Regional Planning Commission.	No change
Public Hearing	Affordable housing is really important, but need to make sure market rate and subsidized are provided together, not in different buildings. Housing needs to be beautiful. Further, need to provide more resources to residents in subsidized housing who may not have a voice for their needs.	This is an element of the inclusive theme's policies 11 and 12. In addition to discussion of safety of housing, can also discuss beauty.	Update language of section

Public Hearing		Public spaces are an element of the Inclusive and Connected themes, but the language around the purpose of and importance of these spaces can be strengthened in the connected theme.	Expand context for importance
	Need to have truly shared public spaces that aren’t exclusive to individual neighborhoods, and that are integrated into the city’s fabric and are places for people to engage		
Public Hearing		Expand Policy #14 to say "and ensure the necessary supportive services to enable participation in the workforce."	Expand context of this policy
Connected Theme			
<i>Source</i>	<i>Comment</i>	<i>Recommendation</i>	
Conservation Board Member	Open Space Protection Plan (OSPP) is getting pretty old and last update was done through an addendum. The Plan is excellent, but may be worth a more comprehensive update, and could be used to make an argument for increasing funding for the Conservation Legacy Fund (CLF).	planBTV includes two recommendations 16.3 and 16.5 regarding the updating OSPP and increasing the CLF. Staff recommends no change, but notes that the Conservation Board should be consulted when a discussion of the scope of work for the OSPP update commences.	N/A
PC Member	Highlight commuter rail in a more detailed way, maybe as a shorter-term achievement than previously anticipated.	Expand discussion in importance of mobility section to recognize the potential benefits of commuter rail. Action 17.7. Identifies the timeframe as "Mid Term" which is ~2-5 year horizon. This is staff's most optimistic approximation of the implementation of this item, so no change to the timeframe is recommended.	Expand discussion of importance
Conservation Board Member	Add biodiversity to the intent of Policy 16	Update to read "Protecting, preserving, and improving the integrity, connectivity, and biodiversity of...."	Expand context
Website	"A connected city has a better connection between city hall and regular folk. That means ground-up efforts for people, not top-down visions which don’t actually meet the needs of people. If there is any agenda from the city- financial, cronyism, power, greed, fame, or re-election, this will not be good for the people. The solutions to the needs of the park were simple- better care of trees and soil, good benches for elders, playground for kids, and bathrooms for all. What we got? Fewer trees, more pavement, a kiosk."	This comment is largely in regards to the plan for City Hall Park. The Parks, Recreation & Waterfront Master Plan which is incorporated by reference identifies that there are a wide range of public resources in the city which provide a variety of recreational services & amenities, and helps guide the future resources and amenities included in parks around the city.	No change
Public Hearing	Bus service needs to run more frequently to incentivize more people to ride the bus	This is discussed in Action item 17.5	No change
Public Hearing	Remove on-street parking in favor of wider sidewalks and safe lanes for biking, need to provide off-street parking, smaller buses.	Connected Theme and Policy 17 in particular discusses ways we can accommodate a diverse and interconnected modes of transportation to meet wide variety of mobility needs. Further, dynamic theme discusses monitoring the evolving demands on the public ROW as a result of transportation changes/technologies.	No change
Public Hearing		Very specific to locations. However, policy 19 is largely about fixing and improving the city’s infrastructure.	No change
Public Hearing	“More trees, especially if any have to be removed. Replace with more in each case. 20 more lights in city hall park, public restrooms, fix sidewalks!”		
	Every community needs to grow and manage growth in a coordinated way. Love the added bike lanes/accessibility- keep it coming. The bumpouts with flower boxes and posts can work but also not. Open to change these? Thinking the intersection at the top of Loomis. Make sure financially the city is protected as we develop new staff if things go wrong.”	This is related to how we can transition pilot projects into permanent improvements/solutions. Action item 17.2 is about the quick-build solutions to repurpose streets, should expand to include evalution and permanent implementation.	Update context of action item to include long-term strategies as lessons learned.
Public Hearing	Schools can be drivers of some of the goals of our plan, such as being community centers in neighborhoods	Expand the discussion in the connected theme’s narrative regarding importance.	Expand context for importance
Public Hearing	Should have some sort of public endowment or other way that socially driven investment by the community can take place in the community	Distinctive theme discusses the ways businesses contribute to supporting the identity of our community. This could also discuss the ways in which the community can invest in and support one another.	Expand discussion of importance
Public Hearing	Permitting process is inefficient and goes against the goals this plan is trying to implement.	Permit reform is a separate endeavor outside of this plan update. Additionally, connected theme talks about reorganizing city government to better address administrative needs, and locating essential services in the downtown where they’re easily accessible.	No change
Land Use Plan			
<i>Source</i>	<i>Comment</i>	<i>Recommendation</i>	
Discussion with Regional Planners	UVM wooded land along Patchen Rd in S. Burlington/adjacent to Centennial Woods is developable. City watches this area carefully due to limited ability to add development capacity.	Expand discussion of land use issues along the borders of Burlington/S. Burlington in Appendix E (regional compatibility) to discuss the need to coordinate future planning/zoning for this area.	Adds context for compatibility with neighboring plans

Discussion with Regional Planners	Heineberg Rd/Warners Corner area of Colchester will be removed from the proposed sewer service area due to inability to connect to Burlington system. Instead looking at sewer service in the Bay/Severance Corners area. Therefore, anticipated intensity of development in the Warners Corner area will be less than the 2014 Colchester Town Plan anticipated. Will also continue to pursue multi-modal connections, particularly feasible bus service via GMT into Burlington.	Minor modifications to the discussion of Warners Corner area in Appendix E (regional compatibility).	Adds context for compatibility with neighboring plans
Ward 1 & 8 NPA Discussion	Single Family homes around the boundaries of the institutions were rezoned to Institutional, which was a mistake in my opinion. This is not preservation of residential areas.	Change future land use designation for single family homes on west side of East Avenue between Main Street & Colchester Ave from "Planning to Grow- Institutional" to "Planning to Sustain".	Changes future land use designation on maps on page 80, 86, 90
Questions from Ward 6 Councilor & resident	What is future of Redstone Green in regards to "Planning to Grow"? It would be detrimental to the neighborhood if this were developed, especially if it adds more student housing on south campus, as Ward 6 doesn't have other parks/open spaces. Additionally, there shouldn't be commercial development on South Prospect Street. What is the meaning of not making boundaries "hard edges"?	Within the narrative section of "Planning to Grow- The Institutions & Eastern Gateways", clarify what is meant by "amenities" along the institutions boundaries by adding some examples. Additionally, make a more explicit reference in the narrative about the connection to the institutional master plans.	Provides additional context/clarifications
Question from Councilor	Ward 1 seems to have a lot of "Grow" and not much "Sustain". Need more time to understand how these relate to one another.	See change to East Ave above. Additionally, update all Future Land Use Maps to show colors for other land use areas as a transparent layer for reference rather than a grey background.	Improve clarity/readability, and continuity between sections
PC Member	Are boundaries for "Multi-modal Corridors" too wide? In some cases, they are several properties in to the side streets.	These are not meant to be indicative of boundaries, but rather general areas around the major corridors of the city, to indicate the need for future discussion. Lines are purely to illustrate the corridors for evaluation. No Change recommended	N/A
Staff	General Future Land Use Map on Page 80, should be updated to indicate that Multi-Modal corridors are an overlay, not a firm boundary, and area of influence around NAC's should include the transparency, rather than a firm boundary.	Update colors to be more reflective of color coding used on "Planning to Grow" map on page 90.	Improve clarity/readability.
PC Member	To high level summary of purpose of "Planning to Conserve" add "natural functions" and "for recreation" to purpose.	make changes as suggested	Clarify intent
PC Member	Future Considerations- understanding that EAB is not climate change related.	Update language to clarify that EAB is a hazard that must be considered regarding the management of these areas, but that it is not necessarily climate change related.	Clarify existing content.
Staff	Add "planBTV South End Master Plan" to list of referenced plans for the Shelburne Rd Corridor section of "Planning to Grow"	make changes as suggested	Add reference material
Wards 4 & 7 Discussion	Should consider opportunities to meet neighborhood's needs off of North Avenue, too. The Avenue should be seen less as a single spine, but more integrated with the rest of the neighborhood- like a spine with ribs. Particularly related to transit, as much of the neighborhood lives too far away from existing service. New North End deserves a planBTV study.	Strengthen the discussion of the role of the corridor in the "North Avenue Corridor" section of "Planning to Grow" and emphasize the discussion of the need for an area plan/corridor study.	Provide additional context/clarifications
Website	"If we are wanting to preserve green space, then why are we destroying trees and green space in City Hall park? If we are to send a message regarding what Burlington actually stands for and cares about, a central, highly-utilized space like City Hall Park must adhere to our collective values, and the values set forth in this plan. The new plan to renovate the park is disrespectful. It reduces the number of mature trees in the park when we need all the trees we can possibly have to sequester our carbon and clean our air! Cement and hard scape is very carbon intensive, and prevents rain from restoring our aquifers. With more hardscape we will have more runoff! Plus, it is ugly. Plant are beautiful. We need solutions that use minimal resources (low throughput) and are as cheap and simple as possible. The people in Burlington are very vocal about their opposition to this park plan and to the mall. What is happening to Burlington?! Are we going to become an ugly modern city like New York?"	This comment is largely in regards to the plans for City Hall Park. Dynamic Theme discusses the integration of new and old to meet the evolving needs of the city. "Planning to Conserve" recognizes that resources are for natural and recreational purposes, and that they will be maintained largely as they are today with some modifications to allow them to continue to be managed/function for these purposes.	No change
Letter from Cemetery Commission Chair	There is increasing pressure to address changing trends in burials from traditional vault burials to cremations, green burials, and burial customs of other nationalities and religions. The Commission is seeking funding to develop Section 6 and Section 8 of Lakeview's master layout in an effort to offer more burial opportunities, continue plantings, and buy time to find a new city cemetery location. The Commission requests that the Planning and Zoning Office include within Plan BTV provisions for a new city cemetery in the South End of Burlington.	Action item 19.4 has been included in the plan, which directs an evaluation of the capacity of the cemeteries and recommendations for new models for burial where limited land area is available. The South End contains little undeveloped land for establishment of a new cemetery; recommendation is to advance action 19.4.	No change
Wards 1 & 8 NPA Discussion	Neighborhoods need more walkability and shops nearby. Mixed use is a more economical development pattern, and needed to support mass transit.	This is the concept behind multi-modal corridors in the "Planning to Grow" framework, as well as Policy 18 in the "Connected" theme. However, this could be clarified added to the discussion of future considerations for "The Institutions & Eastern Gateways" section of "Planning to Grow."	Provide additional context/clarifications
Public Hearing	regarding planBTV South End, love the embrace of the mixed use direction that is happening but a little concerned that the plan splits the district into 3 sections that will have different rules. Let's keep the rules consistent for the entire E-LM zone, especially the Industrial Parkway area... don't break this out with more restrictive zoning vs the rest of the E—LM zone."	This is the foundation of the draft planBTV South End, as an approach to allow the complementary, but unique needs of arts, innovation and industry to each thrive within the district. Staff recommends no change.	No change.
Public Hearing	UVM Trinity Campus should be used for growing student housing and then the housing that formerly housed students can be repurposed for affordable housing.	This is one of the recommendations of The Neighborhood Project, which is referenced in both the "Planning to Sustain" and Planning to Grow- Institutions & Eastern Gateways" sections of the plan.	No change

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Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

*Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur*



Burlington Planning Commission Special Meeting Tuesday, December 11, 2018, 5:00 P.M. Conference Room 12, City Hall, 149 Church Street Minutes

Members Present	A Montroll, Y Bradley, A Friend, H Roen, J Wallace-Brodeur
Members Absent	B Baker, E Lee
Staff Present	D White, S Draper, B Lowe, N Lunderville, W Ward

I. Agenda

Call to Order	Time: 5:07pm
Agenda	Approved As Is

II. Public Forum

Name	Comment	Commission Action?
No members of the public spoke		

III. Permit Reform

Action: Provide comments/recommendation for consideration by City Council		
Motion by: J Wallace-Brodeur	Second by: Y Bradley	Vote: Approved Unanimously
Type: Discussion	Presented by: D White	
Discussion/Notes:		
- D White outlines the proposal given to the charter change committee which is: Creation of a new Permitting & Inspections Department, mayoral appointment of the Director of Permitting & Inspections, mayoral appointment of the Zoning Administrative Officer, expansion of CEDO to include Chapter 117 planning functions subject to the Planning Commission, mayoral appointment of the Planning Director, and placement of the Planning Director within CEDO. - City Councilor Hartnett comments that the biggest resistance for the City Council is the merger of Planning and CEDO, for various reasons. - An alternative to the merger, would be a co-location for the two departments to work alongside one another. - From a staff perspective, the merger would be the ideal option, to be one department, with shared resources, under one authority. However, staff agree that a co-location is a sufficient compromise. - Commissioners question N Lunderville, Interim Director of CEDO, what the co-location would look like from a CEDO perspective. - N Lunderville explains the CEDO office will be renovated in the near future regardless of the result of the proposed merger. With the new renovations, there will be additional capacity in the space to accommodate Planning staff, as well as additional positions that need to be added for both departments. - A merger would allow for shared resources between both departments, ultimately allowing for broader work to be done by the combined department.		

- With a co-location, D White would continue to be Planning Director, and work as an equal authority with the CEDO Director. With a merger, D White would become a Deputy Director, that would work alongside other assistant directors, but with an elevated role.
- Suggestion is made to consider changing the name of CEDO to avoid a misconception that community development outweighs economic development in the city.
- Commissioners agree that a good short-term solution would be a co-location of Planning and CEDO.
- Commissioners strongly recommended to have a review process set in place to re-evaluate the co-location in one year, eighteen months, and two years. At which time, there could be conversations to merge the two departments if the co-location is working successfully.
- Commissioners remain apprehensive on changing the Planning Director appointment process, and conclude to recommend that change wait.
- Staff explain that a co-location would result in two departments, with two department directors, that have different reporting lines, may become a major problem down the line.
- Commissioners agreed to support the new permit reform department, a co-location of CEDO and Planning with a necessity for review at one year, eighteen months, and two years, to keep the appointment of the Planning Director with the Planning Commission, and to revisit the Planning Director's appointment process discussion during the co-location review periods.

IV. Adjourn

Adjournment		Time: 6:15pm	
Motion: H Roen	Second: A Friend	Vote: Approved Unanimously	



Signed: January 14, 2019

Andy Montroll, Chair



Shaleigh Draper, Planning and Zoning Clerk

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

*Andy Montroll, Chair
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Burlington Planning Commission

Tuesday, December 11, 2018, 6:30 P.M.

Conference Room 12, City Hall, 149 Church Street

Minutes

Members Present	A Montroll, Y Bradley, A Friend, H Roen, J Wallace-Brodeur
Members Absent	B Baker, E Lee
Staff Present	D White, S Draper

I. Agenda

Call to Order	Time: 6:32pm
Agenda	Approved As Is

II. Public Forum

Name	Comment	Commission Action?
Marissa Yanez	UVM student job shadowing D White to learn more about Planning	

III. Report of the Chair

A Montroll	No Report
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IV. Report of the Director

D White	- Working on the annual report for FY18, to be completed by the end of the week. - Many projects to come in the future, but none of which have been formally submitted yet.
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V. Reapprove Municipal Bylaw Report ZA-18-08 Form District 5 Boundaries

Action: Reapprove the Municipal Bylaw Amendment Report and forward comments to City Council		
Motion by: A Friend	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Type: Discussion		Presented by: D White
Discussion/Notes: • This zoning amendment was previously referred by the Commission, and referred to the City Council Ordinance Committee, who then made a change to the Planning Commission's recommendation. • The Council Ordinance Committee chose to exclude one property in the Form District 5 boundary on Clark St that the Planning Commission had included, and not expand Specific Height Area "F" to the new properties added to FD5. • Commissioners had questions about why the Advance Music building (corner of Maple and S Champlain) was not included in the Specific Height Area "F" given that is already 4-stories. The City Attorney's Office was going to check their notes regarding the rationale for that change. • Commissioners supported the Council Ordinance Committee changes, and saw no need to amend the Municipal Bylaw Report that accompanies this amendment.		

VI. Reapprove ZA-18-05 Municipal Bylaw Amendment Report

Action: Refer to the Ordinance Committee for review and a recommendation		
Motion by: J Wallace-Brodeur	Second by: Y Bradley	Vote: Approved Unanimously
Type: Discussion		Presented by: D White
Discussion/Notes: • This zoning amendment was previously referred by the Commission, and referred to the City Council Ordinance Committee, who then made a change to the Planning Commission's recommendation by striking the language in the amendment regarding the Front Yard Parking Restrictions. • The council felt it was not necessary to include that in this amendment, as it is already addressed in the ordinance. • Commissioners would like reassurance that this limitation is addressed adequately in the ordinance, and does not need to be included in this amendment. • Commissioners agree to refer this amendment to the Ordinance Committee for further review, and a recommendation.		

VII. 2019 planBTV Update

Action: Discuss proposed edits and direct staff to prepare edits before referring to City Council		
Motion by: Y Bradley	Second by: A Friend	Vote: Approved Unanimously
Type: Discussion (PDF version of draft comments and proposed edits posted online)		Presented by: D White
Discussion/Notes: • Commissioners and staff received positive feedback on the structure of the public hearing held on December 5th. • Attendees found it helpful to speak in smaller groups rather than as a large group, allowing for more people to participate that may not be inclined to speak during a formal hearing. • M Tuttle compiled a document with the comments and proposed edits received for the commission to review and discuss what changes, if any, should be made to the draft. • Commissioners agree with recommendations by M Tuttle on the various proposed edits to be included in the final draft. • It is suggested to include commuter rail as a future means of transportation in the plan. • Put a stronger emphasis on connectivity in Burlington through web-based connections, and connections with the rest of the world to highlight that Burlington is in no way an isolated community. • Commissioners question whether or not to separate the South End Plan from the master plan, and adopt the plans individually, but concluded to proceed adopting both plans simultaneously. • Commissioners agree to direct staff to prepare edits to the draft, send final draft to Planning Commissioners before the City Council meeting, and forward to council with recommendation for adoption.		

VIII. Committee Reports

Executive	No Report
Ordinance	Continuing discussion of the definition of accessory
Long Range	No Report

IX. Commissioner Items

Next Meeting	Next meetings are January 9, 2019 @ 6:30pm in Conference Room 12, City Hall, and January 15, 2019 @ 5:00pm in Contois Auditorium, City Hall, for a Joint Meeting with the DRB, DAB & Conservation Board.
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X. Minutes & Communications

Action: Approve the Minutes and Accept Communications		
Motion by: A Friend	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Changes to Minutes: N/A		
Communications Filed: • Certificate of Public Good authorizing the installation of telecommunications equipment at 9 University Terrace.		

XI. Adjourn

Adjournment		Time: 7:48pm
Motion: Y Bradley	Second: A Friend	Vote: Approved Unanimously



Signed: January 14, 2019

Andy Montroll, Chair



Shaleigh Draper, Planning and Zoning Clerk