

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, September 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. 2019 Update to planBTV

The Planning Commission will continue its discussion of the updated planBTV and the schedule for posting and reviewing the draft. Information related to the plan update is available at: <https://planbtv-burlingtonvt.opendata.arcgis.com/pages/document-library>

Staff Recommendation: No action is required. The Commission is invited to share comments and feedback to support the development of content for the plan update.

VI. Committee Reports

- a. Executive Committee
- b. Ordinance Committee
- c. Long Range Planning Committee

VII. Commissioner Items

- a. The next regular meeting will be on Tuesday, September 25, 2018 at 6:30pm.

VIII. Minutes & Communications

The Commission will review and approve the minutes of the August 28, 2018 meeting, enclosed on pages 2-4 of the agenda packet.

IX. 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.

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Staff Recommendation: No action is required. The Commission is invited to share comments and feedback to support the development of content for the plan update.

VI. **Committee Reports**

- a. Executive Committee
- b. Ordinance Committee
- c. Long Range Planning Committee

VII. **Commissioner Items**

- a. The next regular meeting will be on Tuesday, September 25, 2018 at 6:30pm.

VIII. **Minutes & Communications**

The Commission will review and approve the minutes of the August 28, 2018 meeting, enclosed on pages 2-4 of the agenda packet.

IX. **Adjourn**

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Burlington Planning Commission

Tuesday, August 28, 2018, 6:30 P.M.

Conference Room 12, City Hall, 149 Church Street

Draft Minutes

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

I. Agenda

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

II. Public Forum

Name	Comment	Commission Action?
No members of the public spoke		

III. Report of the Chair

A Montroll	• No Report
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IV. Report of the Director

D White	Items for commissioners to be aware of: • August 30th public meeting about Memorial Auditorium held by CEDO. • September 5th public meeting Winooski Ave corridor study. • September 10th P&Z staff meeting with sign manufacturers to share most recent draft sign ordinance, and inviting their feedback.
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V. Public Hearing: ZA-19-01 Grocery in E-LM

Action: Approve Municipal Bylaw Amendment Report and forward to City Council		
Motion by: H Roen	Second by: E Lee	Vote: Approved Unanimously
Type: Public Hearing	Presented by: M Tuttle	
Discussion/Notes: • J Tashiro- General Manager of City Market- When designing the store, believed they were within the allowed size, but learned later on that it was not. South End store is doing well, and in need of using space they cannot occupy. • A Hope- Not adding space to the South End store, but using the space they already have.		

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V. Public Hearing: ZA-19-02 Additional Residential Unit in RL

Action: Approve Municipal Bylaw Amendment Report and forward to City Council		
Motion by: Y Bradley	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Type: Public Hearing	Presented by: S Gustin	
Discussion/Notes: Councilors Bushor and Paul attended to speak in support in removing the provision.		

VI. Public Hearing: ZA-18-03 Parking Amendments

Action: Approve Municipal Bylaw Amendment Report and forward to City Council		
Motion by: J Wallace-Brodeur	Second by: Y Bradley	Vote: Approved Unanimously
Type: Public Hearing	Presented by: S Gustin	
Discussion/Notes: • A concern was expressed that the parking regulations may not align with DPW’s standards for curb cuts and street parking. Suggested P&Z and DPW working together on these types of permits to ensure all outcomes are considered. • D White noted that these considerations are reviewed through the permitting process, and increased coordination between departments a goal behind the permit reform process.		

VII. 2019 Update to planBTV

Action: No Action Required		
Motion by:	Second by:	Vote:
Type: Discussion/Presentation (PDF on website)	Presented by: M Tuttle	
Discussion/Notes:		
- Regarding material presented on 8/14: Include more stats on diversity of population. - Presented rough draft of the second half of planBTV update by land use category: Preserve, Evolve, Growth. - Each land use category begins with an overall purpose, more specific areas, considerations for the future, and relevant policies and actions that tie back to the first half of the plan - The overall land use patterns have not changed from previous plans, but a new framework for visualizing them. - The way this material is presented reflects well on the big picture. - Perhaps change the language framing this section to use softer language, such as "plan to" instead of "will". Ie. "Planning to preserve, planning to evolve, planning to grow." - In response to a comment from a resident that the plan did not seem to respond to public comment at the workshops, staff provided examples of ways that the plan reflects different needs of parts of the community, and reflects the consensus on what is missing in certain areas.		
<u>Preserve</u>		
- Natural Resources, Shore lands, Parks, Recreational areas, etc. - Continue to look and be used as they are today, with some adaptations to be able to maintain them and preserve current function - Largely refers to the other plans that have been prepared such as Open Space Master Plan, Parks, Rec & Waterfront Master Plan, BED Integrated Resource Plan, etc.		
<u>Evolve</u>		
- Low and Medium density residential neighborhoods - Expect them to slowly evolve while maintaining their development pattern, scale, and character - Keep working on the distinctions between neighborhood types to be more descriptive of what they are and what the future concerns are. Ultimately, needs of neighborhood are different depending on age of housing and location, so this is meant to recognize that in some areas our		

approach needs to be a little bit different. The zoning overall doesn't fit, so we need to bring them into alignment.

Growth

- Downtown, major street corridors, Neighborhood Mixed Use, Enterprise & Institutional zones
- Areas allow us to grow, while preserving vibrancy, important natural and cultural areas
- Is there anything that suggests rezoning around/parts of the institutional zones where they residential communities are within them? Want to understand the community's priorities for these areas, and consider utilizing buffer zones within the Institutional zone that preserves residential areas and provides benefits to the community.
- Future considerations for Institutional and corridor areas does indicate that we may consider zoning changes in the future to achieve the goals of the plan, but the plan doesn't explicitly identify or make those changes.

VIII. Committee Reports

Executive	No Report
Ordinance	No Report
Long Range	No Report
Other	

IX. Commissioner Items

Next Meeting	September 11, 2018 @ 6:30pm in Conference Room 12, City Hall
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X. Minutes & Communications

Action: Approve Minutes		
Motion by: Y Bradley	Second by: J Wallace-Brodeur	Vote: Approved Unanimously
Changes to Minutes: N/A		
Communications Filed: N/A		

XI. Adjourn

Adjournment	Time: 7:45 pm	
Motion: Y Bradley	Second: A Friend	Vote: Approved Unanimously



linking policies to requirements

planBTV:

Burlington's Comprehensive Plan

Presentation to: Planning Commission

September 11, 2018

Our Plan for Action

Themes for Policies & Actions



= policy statements



= action items

We will identify:



Related to an
EXISTING element



New, or has a new focus

And, these symbols will identify how each action will be cross-referenced to a specific topic:



LAND USE (LU)



ENERGY (E)



HOUSING (H)



FACILITIES &
SERVICES (CFS)



EDUCATION (K-12)



TRANSPORTATION (T)



NATURAL
ENVIRONMENT (NAT)



BUILT
ENVIRONMENT (BE)



ECONOMIC
DEVELOPMENT (ED)



HISTORIC
PRESERVATION (HP)

Our Plan for Action

Themes for Policies & Actions

Burlington is...

DISTINCTIVE



Burlington is an urban village, with a rich architectural legacy set within an exceptional natural setting. Together these characteristics provide the foundation for its vital economy, human-scale environment, and high quality of life. Burlington will remain the core of a regional population, economic and cultural center, and will grow in a way that allows it to meet its current and future needs without compromising these celebrated characteristics.

DYNAMIC



Burlington is a major growth center in Chittenden County and Vermont, despite occupying just 10 square miles. It will continue to grow by leveraging its strengths while being nimble, creative, and purposeful in addressing its current needs and future challenges. It will prioritize innovative solutions that are environmentally, economically, and socially sound.

INCLUSIVE



Burlington will grow in a way that meets the needs of both its current and future residents. It is part of a region that, together, shares in the responsibility of providing a diverse housing stock and a healthy job market. It is accessible, affordable, provides jobs for all skill levels, and offers meaningful opportunities for participation in decision-making. The city welcomes residents of diverse social, demographic, cultural, and economic backgrounds and of all abilities.

CONNECTED



Burlington will grow through the benefit of a thoughtful and holistic understanding of the city's many and inter-connected physical, social, economic, and environmental systems, and through the careful coordination of land use and development policies and decisions.

Burlington as a Distinctive City

Burlington will preserve and foster its distinctive identity by:

- 1** Improving and protecting the quality of Lake Champlain, the Winooski River, natural resources, and open spaces throughout the city.
- 2** Creating **new opportunities for mixed-use infill and redevelopment** in the most densely developed areas consistent with the city's scale and character, **while conserving and strengthening adjacent residential neighborhoods.**
- 3** Retaining and enhancing historic buildings, architectural features, and archaeological resources, **while encouraging the adaptive reuse and historically sensitive redevelopment** of underutilized sites and buildings
- 4** **Strengthening the city's role as a cultural and arts center,** and supporting efforts to expand public art within the built environment.
- 5** **Leveraging the city's unique characteristics, economic advantages, and core industries** to further strengthen its economy.

There are a range of actions that support these goals, such as:

Improving/protecting natural resources and open spaces:

- Create a plan for the management of storm/wastewater city-wide, and prioritize improvements to main wastewater treatment plant



- Expand innovation and BMP's for stormwater in new development/redevelopment



- Ensure long-term stewardship, management of natural areas/open spaces; ID additional locations for conservation



- Protect and expand urban forest to achieve 50% canopy city-wide



Enable infill/redevelopment in developed areas, while conserving & strengthening residential neighborhoods:

- Evaluate capacity for development in neighborhood mixed use centers, if needed through an area plan



- Create form districts for neighborhood mixed use and urban transitional urban neighborhoods



- Educate property owners about tools, programs, incentive to encourage redevelopment and rehabilitation in developed areas



There are a range of actions that support these goals, such as:

Retain/enhance historic resources while encouraging reuse/redevelopment:

- Create a comprehensive historic preservation plan



- Ensure zoning & development review standards allows desired characteristics of residential neighborhoods to be maintained, while enabling some evolution based on changing household needs



- Leverage historic and cultural resources for education and tourism



- ID and preserve iconic public views of historic buildings and natural features



Strengthen the city's role as an arts and cultural center:

- Create a comprehensive arts & culture plan



- Create additional conference & exhibit space in downtown



- Create a sustainable funding source for and incorporate public art within the built environment



- Identify ways to create and preserve affordable housing and work spaces for artists and makers



There are a range of actions that support these goals, such as:

Leverage the city's character, advantages, and industries to strengthen the economy

- Create a comprehensive economic development strategy and strengthen partnerships



- Leverage the creative economy and institutions



- Strengthen the Old North End arts and business community



- Evaluate zoning in South End Enterprise Zone to preserve and expand its economic identity



- Promote and support locally-owned small businesses that serve city-wide and neighborhood needs



Burlington as a Dynamic City

Burlington will be dynamic in meeting its current and future needs by:

- 6** Promoting land use, development, housing, transportation, and economic development **policies and public improvements consistent with its role as a regional growth center.**
- 7** Enabling a wide range of land use and development types and choices that respond to and benefit from the **evolving needs of households, new technologies, and changing environmental and economic factors.**
- 8** Coordinating land use and development with the **availability and capacity of public services, facilities, and utilities** to ensure a high level of service.
- 9** Making tangible efforts to **reduce greenhouse gas emissions and become a Net Zero Energy** community by 2030.
- 10** Implementing projects and policies to strengthen the built, natural, and social environments in order to be **more adaptable to and resilient against the effects of climate change and other hazards.****

There are a range of actions that support these goals, such as:

Promote policies/improvements consistent with role as a regional growth center:

- Reducing regulatory barriers/ disincentives in order to create new housing units



- Encouraging infill and redevelopment in downtown core



- Developing additional student housing and amenities on institutional campuses



- Allowing higher-density mixed use development along major multi-modal transportation corridors



- Cleanup and reuse brownfield sites



Development choices which respond to evolution of households, technology, environment, economy:

- Support the creation of ADU's



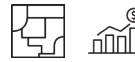
- Develop policies regarding short-term rentals



- Eliminate parking requirement for mixed-use, modify ratio for residential



- Accommodate evolution of commercial/industrial workspaces



There are a range of actions that support these goals, such as:

Coordinate development with available capacity of public services/utilities:

- Update to capital plan focused on long-range capacity and future needs



- Use existing infrastructure before building new



- Update Impact Fee Study regarding share of impact from new development



- Use technical review process to evaluate potential demand on public services



- Leverage electric grid to replace fossil fuels in transportation and thermal sectors



- Enable renovations to school sites for current and future needs



Reduce GHG emissions & become Net Zero Energy:

- Create a roadmap for achieving Net Zero by 2030



- Identify priority sites within the city for renewable energy generation



- Reduce public buildings' water/energy use, transport emissions by 50%; pursue high standards of efficiency



- Create a green and high-performing building ordinance



- Implement District Energy System



- Create sustainable business program, improve solar permitting, expand incentives for electric vehicles



There are a range of actions that support these goals, such as:

Become more adaptable/resilient to climate change & other hazards:

- Use All Hazards Mitigation Plan to implement mitigation efforts for identified risks



- Ensure land & building development ordinances account for climate and potential hazards



- Protect flood & fluvial erosion hazard areas



- Educate residents about potential hazards and preparedness



Burlington as an Inclusive City

Burlington will become a more inclusive community by:

- 11** Utilizing a range of policies, programs and funding sources to expand housing opportunity, fill gaps in the housing ladder, ensure perpetual affordability, and **increase the overall supply and inclusiveness of housing.**
- 12** Supporting and implementing programs, laws, and ordinances that **improve the safety and accessibility of housing**, and ensuring that no person seeking housing is discriminated against.
- 13** Enhancing the built environment to ensure that **buildings and public spaces are safe, well-maintained, and provide equal access** for people of all abilities and backgrounds.
- 14** Ensuring all residents have **access to meaningful employment at a livable wage.****
- 15** Providing meaningful **opportunities for citizens to be involved in decision-making**, and ensuring that **City government is responsive to citizens.****

There are a range of actions that support these goals, such as:

Increase the overall supply, affordability, and inclusiveness of housing:

- Explore funding sources to expand the Housing Trust Fund capacity to create and preserve affordable housing



- ID new tools to increase housing for those ineligible for subsidy, but unable to compete in the market



- ID tools/funding sources to expand homeownership opportunities for low-and moderate-income households, and employees of local businesses



- Provide more resources for short-term and emergency housing for homeless members of the community, and expand access to permanent housing and supporting services



Improve the safety and quality of housing:

- Explore funding sources and programs to support preservation and rehab of housing



- Increase penalties for chronic violations of livability standards, create tools for rehabilitating seriously substandard housing as affordable housing



- Expand the equity and accessibility of BED's energy innovation programs



- Monitor needs for emergency shelters and treatment facilities in accessible locations



- Implement a system to investigate and act on discrimination claims



There are a range of actions that support these goals, such as:

Buildings and public spaces are safe, well-maintained, and provide equal access:

- Ensure public buildings, facilities, streets, sidewalks exceed minimum requirements for accessibility



- Evaluate opportunities for improving accessibility of city parks and public spaces



- Design and maintain public parks, facilities to include programming for residents of all cultures and backgrounds



- Create a plan for the public restrooms in downtown and in public spaces



- Develop incentives for Universal Design in new and renovated housing



All residents have meaningful employment at a livable wage:

- Support organizations that provide basic workforce training, skills, english language instruction



- Expand programs and training to prepare students for the workforce



- Support programs which expand job opportunities for people of color and underrepresented communities



- Expand the availability and quality of child care close to where people live and work



- Improve transit service, particularly in off-peak hours, subsidize cost for low-income workers who don't drive



There are a range of actions that support these goals, such as:

Meaningful opportunities for engagement and responsive government:

- Increase diversity on decision-making boards
- Expand diversity/equity/inclusion training for elected, appointed officials and staff
- Create a Language Access Plan for city government
- Continue to improve the organization and administration of city government
- 
- Continue to utilize a range of methods and approaches for education, input from a diversity of residents
- Explore ways to strengthen NPAs & increase attendance
- Create training and education for new and prospective board/commission volunteers, local students about civic affairs

Burlington as a Connected City

Burlington will increase the connectivity among and integrity within its systems by:

16

Protecting, preserving, and improving the integrity of natural areas, open space, and recreational systems of local, regional, and statewide significance, and protect them from degradation from incompatible development.

17

Coordinating land use, development, and transportation decisions to result in multi-modal transportation corridors that support a wide range of services and mode choices.

18

Guiding neighborhood-serving business and services into neighborhood activity centers to ensure residents have access to important amenities.

19

Coordinating the **ongoing care and enhancement of public facilities and services** in order to ensure that they adhere to approved standards, serve the community, and minimize cost and disruption to taxpayers.

20

Increase **consistency and coordination in decision-making and public administration** among quasi-independent departments and decision-making bodies.

There are a range of actions that support these goals, such as:

Protect, preserve, and improve integrity of natural areas, open spaces, recreation:

- Work with local, regional, state agencies on watershed planning and improvements



- Update the city tree inventory and create tree restoration plans for lost canopy



- Update the Open Space Protection Plan and inventories, and expand financial capacity of Conservation Legacy Fund



- Assess areas of parks and public ROW that can be retrofitted with green stormwater infrastructure



Coordinate land use, development, and transportation for multi-modal corridors:

- Replace excess pavement with streetscape elements that enhance the comfort and function of streets



- Provide safe routes and transportation alternatives to schools



- Leverage additional funding to expand and improve transit as a viable alternative to driving, create standards for bus stop amenities



- Support paratransit providers to offer more convenient and affordable options



- Support improvements in rail infrastructure to support passenger service in the city



- Monitor impacts of transportation technology/innovation on vehicle trips/curb-side demand



- Create regional guidelines for TDM



There are a range of actions that support these goals, such as:

Coordinate ongoing care and enhancement of public facilities and services:

- Update the Harbor Management Plan, include strategic plans for Perkins Pier & Urban Reserve



- Implement BSD Capital Facilities Plan



- Create new indoor and outdoor recreation space consistent with evolving needs of community



- Define street design and lighting standards for all public thoroughfares



- Develop standards for siting/screening utility infrastructure, coordinate location of and upgrades to these systems



- Locate utilities underground along key corridors and streets that offer views of the waterfront



- Consider wireless and programmable technology for street and signal lighting infrastructure



- Evaluate feasibility of a consolidated collection system for waste, recycling, organics



- Implement regional emergency dispatch services



- Ensure adequate funding levels are budgeted for O&M, especially when implementing new and innovative materials, techniques, and designs



There are a range of actions that support these goals, such as:

Guide neighborhood serving amenities into neighborhood activity centers:

- Support and maintain neighborhood schools, and expand facilities to serve a wider range of community/neighborhood functions



- Encourage essential amenities, businesses to locate in NAC's and along multi-modal corridors near people that utilize services/business



- Prioritize CDBG funding for capital needs of essential community and social service organizations



Increase consistency and coordination in decision-making and public administration:

- Establish a municipal permitting center downtown



- Upgrade the ability of city departments to use technology and telecommunications to improve services for residents, share information, and track data and performance metrics



- Communicate successful implementation of plans to highlight outcomes, ways that community input shaped accomplishments



Linking to our Current Plan

The appendix will provide a cross reference to help locate policies applicable to a topic:

 Housing	Where
Policy Statement Text	Page X
Action Item Text	
Action Item Text	
Action Item Text	
Action Item Text	
Policy Statement Text	Page X
Action Item Text	

 Transportation	Where
Policy Statement Text	Page X
Action Item Text	
Action Item Text	
Action Item Text	
Action Item Text	
Policy Statement Text	Page X
Action Item Text	

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Burlington Planning Commission

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

Conference Room 12, City Hall, 149 Church Street

Minutes

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

I. Agenda

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

II. Public Forum

Name	Comment	Commission Action?
No members of the public spoke		

III. Report of the Chair

A Montroll	• No Report
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IV. Report of the Director

D White	• No Report
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V. 2019 Update to planBTV

Action: No Action Required		
Motion by:	Second by:	Vote:
Type: Presentation & Discussion (PDF on website)		Presented by: M Tuttle
Discussion/Notes: - Presented draft of the actions that follow each policy statement in the first half of planBTV. - Each action has an icon representing topic areas from current plan to help readers understand how issues are reorganized and summarized. Include a topical index in appendices, too.		
<u>Distinctive</u> Regarding the action "Protect and expand urban forest to achieve 50% canopy city-wide", should the plan include an update to the Urban Forestry Master Plan to address current issues such as the Emerald Ash Borer?		
<u>Dynamic</u> Regarding the action "Use technical review process to evaluate potential demand on public services" - Do we have a process that tracks and identifies at what point we need to make investments in the infrastructure to be able to understand the incremental development impacts? - This action works with the action about updating the capital plan to anticipate future needs in addition to current needs for upgrade/repair.		

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Inclusive

Regarding the action "Increase penalties for chronic violations of livability standards"

- Be sure this action communicates that livability encompasses quality of life, building, and zoning

Regarding the action "Explore ways to strengthen NPAs & increase attendance"

- Can this action be clarified? Focus should be on finding/creating new methods of public engagement, not relying only on the NPAs.

Regarding the action "provide basic workforce training..."

- Should note that this should be targeted to the specific needs for our economy based on a comprehensive economic strategy
- What is the relationship of this to land use planning? About making sure when we are creating economic opportunity—partially about how we use land to facilitate that, but also about the supporting resources to be successful. Not all actions will be implemented by P&Z/Planning Commission, lots of other departments involved.

Connected

- Add a policy in this section about the connection to our region/outside our borders, with an action about internet/technology infrastructure
- Add an action about the alley walk concept for walkability and placemaking
- Expand the NAC policy to recognize civic spaces for social connectivity
- Should there be a specific direction on Memorial Auditorium and Moran Plant, or rely on other actions about using existing before building new, and creating a community facilities plan?
- Find a place in the plan to discuss ways to alleviate tax burden on individuals

VI. Committee Reports

Executive	Next meeting September 25, 2018
Ordinance	CDO Amendment regarding junkyards will be coming soon
Long Range	No Report
Other	

VII. Commissioner Items

Next Meeting	September 25, 2018 @ 6:30pm in Conference Room 12, City Hall
	• A Friend commends staff's work on the updated plan. • Act 250 Commission public forum at Elks Lodge, Sept 12th, 6pm. • ADU workshop on Sept 22nd, 10am at Heineberg Senior Center. • Renewable Energy VT Board meeting offered an opportunity for H Roen to hear about the difficulty of the Burlington permitting process for solar.

VIII. Minutes & Communications

Action: Approve Minutes		
Motion by: Y Bradley	Second by: E Lee	Vote: Approved Unanimously
Changes to Minutes: N/A		
Communications Filed: N/A		

IX. Adjourn

Adjournment	Time: 7:55pm	
Motion: J Wallace-Brodeur	Second: A Friend	Vote: Approved Unanimously



Signed: September 26, 2018

Andy Montroll, Chair



Shaleigh Draper, Planning and Zoning Clerk

DRAFT