



City of Burlington, VT
149 Church Street, 3rd Floor
Burlington, VT 05401

www.burlingtonvt.gov/plan

Burlington Planning Commission
Executive Committee Special Remote Meeting via Zoom

Tuesday, February 23, 2021 @ 5:00 PM

Zoom: <https://us02web.zoom.us/j/83301784551>

or iPhone one-tap : +13126266799,,83301784551#

or Telephone: +1 312 626 6799

Webinar ID: 833 0178 4551

AGENDA

1. Update on staff activities
2. Proposed FY21 Office of City Planning Workplan and Budget
3. Upcoming Commission Agenda Items
4. Adjournment

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Present: Yves Bradley, Andy Montroll, David White (staff), Meagan Tuttle (staff), Mary O'Neil (DPI staff), Kim Sturtevant (Attorney Staff)

1. Update on staff activities – David

OCP staff continues to devote 50% or more of it's time COVID-19 analytics, response and recovery efforts. The period since Halloween has been particularly busy in this regard with an upsurge in cases and the arrival of vaccines. We have also been managing an inter-departmental team doing contact tracing for the VDH since mid-December, and coordinating closely with the institutions to facilitate their management of cases.

On the planning front, we are prioritizing Planning Commission meetings and the associated zoning amendments. We have an intern from UMASS Amherst who started in January. She will be working on an analysis of residential lots and building types in an effort to identify and characterize patterns across the city as the basis for zoning standards that better reflect our existing patterns. Additionally, we have submitted a grant application to the CCRPC for an update to our Impact Fee study that, if funded, will begin sometime in July

2. Proposed FY22 Office of City Planning Workplan and Budget – David

Seeking the following in our FY22 budget request:

- Add an Associate Planner position
- Restore our operating budget to pre-COVID levels, and account for accommodating new position
- Include local match for a CCRPC UPWP Grant requested for a Revised Impact Fee Study
- Include additional funding for Professional and Consultant Services to support priority planning initiatives - \$180,000 in Professional and Consultant Services

There is a very long list of projects on the list for the coming year, and this will need to be trimmed with the Mayor's priorities, and supported with staff and funding for consultants. The coming month after the election will get more detailed and look for Commission input on priorities and support for additional funding. It's worth noting that the Committee met almost 1-yr ago and prioritized getting additional support to staff to undertake all of the planning work that needs to be done.

3. Upcoming Commission Agenda Items - Meagan

- Several public hearings tonight
- Work to complete SRT hoping to wrap-up soon. PC role is just zoning which is becoming clear and simple, with a recommendation for Ch 18 changes where the bulk of STR regulations will reside. Andy and Meagan will discuss a plan forward. Next Joint meeting is 3/9
- David is working on a series of changes to the FBC to make corrections and clarification with help of DPI. Should come to Commission in next month or two
- An amendment with State legislative changes will be coming shortly

4. Adjournment – 5:30