



City of Winooski
Vermont's Opportunity City

27 West Allen Street
Winooski, Vermont 05404
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Planning Commission Agenda

Thursday, March 12, 2020
6:30 PM - Winooski City Hall (27 West Allen Street)

- I. Call to Order
- II. Changes to the Agenda
- III. Public Comment
- IV. Approve Previous Meeting Minutes
https://www.winooski.vt.gov/AgendaCenter/ViewFile/Minutes/_02132020-626
- V. Continue Discussion on Form Based Code Siting Standards
Documents:
[Siting Standards Revisions - v.6 - 03.12.2020.pdf](#)
- VI. Discussion of Parking Waiver for City Council Hearing
- VII. Introduction of Form Based Code Parking Standards
Documents:
[Proposed Parking Standards - v.1 - 07.27.2015.pdf](#)
- VIII. Department and City Updates
- IX. Other Business
- X. Adjourn

Part 4. Building Form Standards

401. Intent

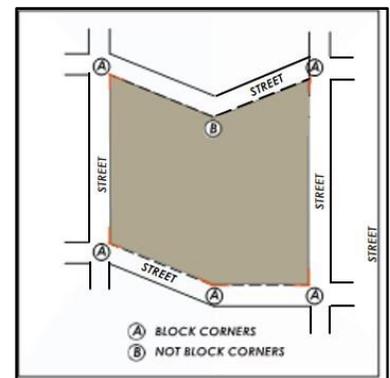
- A. The goal of the BUILDING FORM STANDARDS (BFS) is the creation of a vital, and coherent public realm through the creation of good STREET-SPACE. The intent of these form standards is to shape the STREET-SPACE—the specific physical and functional character—of the Gateway District. The form and function controls on building frontages work together to frame the STREET-SPACE while allowing the buildings greater latitude behind their FACADES. The BUILDING FORM STANDARDS aim for the minimum level of control necessary to meet this goal.
- B. The BFS set the basic parameters governing building construction, including the building envelope (in three dimensions) and certain required or permitted functional elements, such as FENESTRATION (windows and doors), STOOPS, BALCONIES, FRONT PORCHES, and STREET WALLS.
- C. The BFS establish the rules for development and redevelopment on private lots, unless otherwise indicated on the REGULATING PLAN.
- D. The REGULATING PLAN identifies the BUILDING FORM STANDARD within the Gateway District, establishing the rules for development and redevelopment on all lots, unless otherwise indicated on the REGULATING PLAN.

402. General Provisions

The following apply to all BFS, unless expressly stated otherwise within an individual BFS or otherwise designated on the REGULATING PLAN.

G. Siting

- 1. Building FACADES shall be built to the RBL as prescribed in the BFS.
- 2. The building FACADE shall be built to the RBL within 30 feet of a BLOCK CORNER, unless otherwise specified in the BFS. (See diagram 402.G.2.)
- 3. The RBL, for all BFS frontages except Detached, designated on the REGULATING PLAN as an absolute line, incorporates an offset area (or depth) of 24 inches behind that line (into the BUILDABLE AREA) allowing for jogs, FACADE articulation, etc. unless otherwise designated herein. Therefore, where the FACADE is placed within that 24-inch zone, it is considered to be “built to” the RBL.



402.G.2

- 4. In order to create interest and provide a pedestrian scale in the Urban General and Storefront BFS, when the RBL is co-located with the front property line on the REGULATING PLAN, the following requirements will apply to any building with a FACADE length of 75 linear feet or more.

- a. Up to 50% of the building in the Urban General or Storefront BFS may be set back up to five feet from the RBL. This offset will allow for entry ways, seating, landscaping, street furniture, or other amenities to enhance the STREET-SPACE as noted under *Part J. Elements*.
 - b. Each offset shall encompass a COMPLETE AND DISCRETE FAÇADE COMPOSITION (as defined under Section 402. B.) including a functional entry door either to a SHOPFRONT or to the interior finished space of the building.
 - c. Buildings in the Urban General or Storefront BFS with a FAÇADE length of 50 feet or less may set the entire building back up to five feet from the RBL provided the GROUND STORY is developed with COMMERCE, RETAIL, or CIVIC USES. Otherwise, the FAÇADE shall be built to within 24 inches of the RBL.
 - d. Buildings in the Townhouse/Detached Frontage BFS may be set back up to five feet from the RBL provide that:
 - i. a front porch is not proposed for the development.
 - ii. the RBL is co-located with the front property boundary and a setback is not already incorporated into the REGULATING PLAN.
 - e. The five foot offset is a maximum distance and is inclusive of the 24-inch offset described under 402. G. 3.
4. For Detached frontages the RBL incorporates an offset area (or depth) of 10 feet behind that line (into the BUILDABLE AREA) allowing for jogs, FAÇADE articulation, etc. unless otherwise designated herein. Therefore, where the FAÇADE is placed within that 10 foot zone, it is considered to be “built to” the RBL.
 5. Where a STREET WALL is required, it shall be located along any RBL frontage that is not otherwise occupied by a building; and shall be built to within the 24-inches of the RBL zone.
 6. Buildings may only occupy that portion of the lot specified as the BUILDABLE AREA; within any LOT BUILDING LIMIT and outside of any NEIGHBORHOOD MANNERS setback.
 7. No part of any building may be located outside of the BUILDABLE AREA except overhanging eaves, awnings, SHOPFRONTS, BAY WINDOWS, STOOPS, steps, handicapped ramps approved by the Zoning Administrator, or BALCONIES. STOOPS, steps, and ramps shall not be located within the CLEAR SIDEWALK area. For appropriate COMMERCE and RETAIL uses, temporary displays or cafe seating may be placed in the DOORYARD.
 8. There is no required setback from COMMON DRIVES except as otherwise indicated in the BFS.
 9. There are no side lot setbacks, except as specified in *Section E. Neighborhood*

Manners (above) or in the individual BFS.

10. The PARKING SETBACK LINE is generally 30 feet behind the RBL and extends, vertically, from the first floor level, as a plane unless otherwise indicated on the REGULATING PLAN or in the BFS. Vehicle parking shall be located behind the PARKING SETBACK LINE, except where parking is provided below grade, on-street, or otherwise indicated on the REGULATING PLAN.

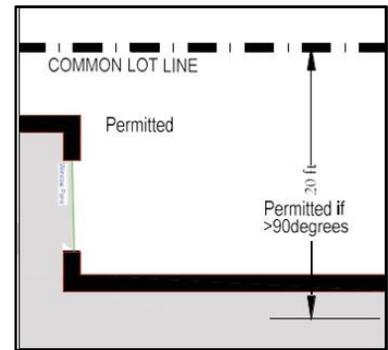
XX. The BUILDABLE AREA is defined for each BFS in Sections 403 thru 406 respectively and represents the maximum area where buildings can be located. If buildings are adjusted related to the RBL as noted in Section 402 G. 3 or 402 G. 4, the BUILDABLE AREA will similarly be adjusted to maintain the maximum size identified in each BFS and not be increased beyond what is designated.

11. All lots, including CORNER LOTS and through lots, shall satisfy the build- to requirements for any and all of their RBL frontages, and the DOORYARD and/or FRONT YARD requirements for each designated BFS, unless otherwise specified in this Code.

J. Elements

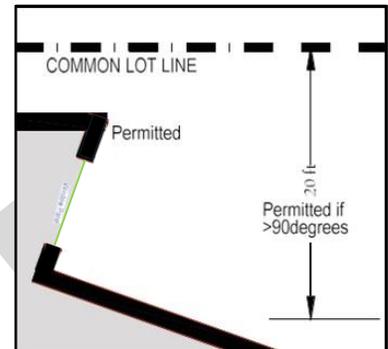
1. FENESTRATION is regulated as a percentage of the FAÇADE between floor levels. FENESTRATION is measured as glass area (including mullions, muntins, and similar window frame elements with a dimension less than one inch) and/or open area.
2. FENESTRATION shall be distributed such that no 30-foot section of a FAÇADE violates the BFS percentage parameters.
3. Windows shall not direct views into an adjacent private lot where the COMMON LOT LINE is within 20 feet. Specifically: the window opening and it's window panes shall be at an angle of greater than 90 degrees to/ with the COMMON LOT LINE, unless:
 - a. that view is contained within the lot (e.g. by a PRIVACY FENCE or GARDEN WALL), or
 - b. the window's sill is at least 6 feet above its finished floor level, or
 - c. otherwise specified in the individual BFS.

4. No part of any building may project forward of the RBL except overhanging eaves, AWNINGS, SHOPFRONTS, BAY WINDOWS, STOOPS, steps, BALCONIES, or handicapped ramps approved by the Zoning Administrator.



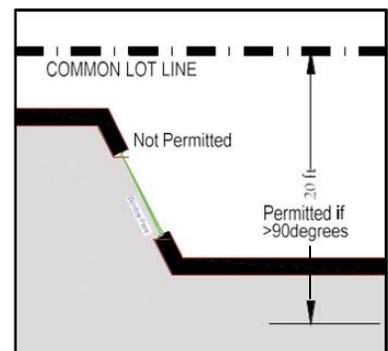
5. GROUND STORY AWNINGS shall have a minimum of ten-foot clear height above the sidewalk and a minimum five-foot depth, measured from the FAÇADE. The maximum depth is to back-of-curb or the TREE LAWN edge, whichever is less.

6. BALCONIES shall not project within 5 feet of a COMMON LOT LINE or encroach within the public right-of-way.



7. Where an individual BFS includes balconies as a method for achieving the required PRIVATE OPEN AREA, the BALCONY:
 - a. shall be enclosed by balustrades, railings, or other means that block at least 55 percent of the view through them;
 - b. shall not otherwise be enclosed above a height of 42 inches, except with insect screening and/or columns/posts supporting a roof or connecting with another BALCONY above; and
 - c. shall be roofed.

8. BAY WINDOWS shall have an interior clear width of between four and eight feet at the main wall. BAY WINDOWS shall project no more than 42 inches beyond the RBL and walls and windows of the bay shall be between 90 degrees (perpendicular) and 0 degrees (parallel) relative to the primary building wall from which they project.



402.J.3
Plan View Diagrams

9. ATTIC STORIES are permitted for all BFS frontages.
 - a. On the RBL/FAÇADE side of the roof pitch (BLOCK interior elevations are not restricted) ATTIC STORY windows may only be located in DORMERS and/or gable-ends.
 - b. ATTIC STORY DORMERS are permitted so long as they do not break the primary eave line, are individually less than 15 feet wide, and their collective width is not more than 60 percent of the RBL FAÇADE length.
 - c. ATTIC STORIES do not count against the ULTIMATE BUILDING HEIGHT or maximum STORY height as long as they meet the above standards.
10. For Urban General and Urban Storefront frontages, as an alternate to the ATTIC STORY, a HALF STORY is allowed above the maximum full story, provided that:

- a. its footprint is no more than 50% of any of the STORIES below it,
 - b. it is set back from the FAÇADE below no less than 15 feet, and
 - c. not less than 1/3rd of the building's total roof area is constructed as a GREEN ROOF.
 - d. HALF STORIES do not count against the ULTIMATE BUILDING HEIGHT or maximum STORY height as long as they meet the above standards.
11. At least one functioning entry door shall be provided along each GROUND STORY FAÇADE. No GROUND STORY FAÇADE may include a section of greater than 75 feet without a functioning entry door, unless otherwise specified in the BFS.
 12. All required FRONT PORCHES shall be completely covered by a roof. FRONT PORCHES may be screened (insect screening) when all architectural elements (columns, railings, etc.) occur on the outside of the screen on the side facing the STREET-SPACE. The finished FRONT PORCH floor height shall be no more than 8 inches below the first interior finished floor level of the building to which it is attached. FRONT PORCHES shall not extend past the DOORYARD into the CLEAR WALKWAY.
 13. The finished STOOP floor height shall be no more than 8 inches below the first interior finished floor level of the building to which it is attached. STOOPS shall not extend past the DOORYARD into the CLEAR WALKWAY.
 14. PRIVACY FENCES may be constructed along and within 6 inches of COMMON LOT LINES, except those forward of the RBL, and along COMMON DRIVES. PRIVACY FENCES shall have a maximum height of 8 feet.
 15. Any setbacks, as described under Section 402. G. 4, that are incorporated into a building design shall include the following elements:
 - a. Setbacks shall incorporate ground cover suitable to control any runoff or erosion.
 - b. Setbacks may include landscaping, street furniture (such as benches), bicycle parking facilities, or other pedestrian scale elements as approved by the Zoning Administrator or Public Works Director.
 - c. Setbacks that are done in conjunction with a SHOPFRONT shall include space that can be used for seating; temporary display of goods or merchandise; or similar facilities to support the use associated with the SHOPFRONT.

Part 7. Parking and Loading Standards

701. Intent

These Gateway District standards are intended to:

- A. Promote a “park once” environment that will enable people to conveniently park and access a variety of commercial, residential, and civic enterprises in pedestrian friendly environments by encouraging shared parking.
- B. Reduce fragmented, uncoordinated, inefficient, reserved single-purpose parking.
- C. Avoid adverse parking impacts on neighborhoods adjacent to redevelopment areas.
- D. Maximize on-street parking.
- E. Provide flexibility for redevelopment of small sites and for the preservation of historic buildings.
- F. Increase visibility and accessibility of public parking.

702. Minimum Parking Requirements

- A. RESERVED PARKING: Reserved parking includes all parking that is not shared parking.
 - 1. COMMERCE/SHOP/CIVIC: There is no minimum requirement for RESERVED PARKING.
 - 2. RESIDENTIAL: A minimum of .75 parking space per residential unit shall be provided.
- B. Shared Parking:
 - 1. COMMERCE/Retail: There are no minimum shared parking requirements where the non-residential Gross Floor Area (GFA) is under 10,000 square feet. Sites over 10,000 square feet in non-residential GFA shall provide a minimum of 1.25 spaces per 1,000 square feet of non-residential GFA as shared parking.
 - 2. RESIDENTIAL: A minimum of .25 parking space per residential unit shall be provided as shared parking.
 - 3. Shared parking shall be designated by appropriate signage and markings (parking shall be clearly visible and accessible to the public) as determined by the Zoning Administrator.
- C. Achieving parking requirements:
 - 1. These parking requirements may be met either on-site or within a 600-foot walking distance of the development.
 - 2. Parking shall be located in compliance with the parking setback/regulations for the site on which it is located, as indicated on the REGULATING PLAN and/OR BUILDING ENVELOPE STANDARD.

D. Bicycle Parking:

1. Sites and/or projects over 10,000 square feet in land area have the following requirements:
2. For commerce, the developer must provide 1 employee bicycle parking rack (2- bike capacity) per 5,000 square feet of commercial floor area and 1 visitor/customer bicycle parking rack (2-bike capacity) per 10,000 square feet of commercial floor area. The employee and visitor racks may be co-located.
3. For residential, the developer must provide 1 tenant bicycle parking rack (2- bike capacity) per 10 units and 1 visitor bicycle parking rack (2-bike capacity) per 25 units. Projects under 10 units shall have no requirement.
4. Bicycle parking facilities shall be visible to intended users. The bicycle parking facilities shall not encroach on any area in the public right-of-way intended for use by pedestrians, nor shall they encroach on any required fire egress.
5. On-street bicycle parking spaces (typically along the STREET TREE ALIGNMENT LINE) may be counted toward the minimum customer/visitor bicycle parking requirement.

E. Permissive parking and loading facilities:

1. Nothing in this regulation shall be deemed to prevent the voluntary establishment of off-street parking or loading facilities to serve existing use of land or buildings, in accordance with all regulations herein governing the location, design, and operation of such facilities.

704. Special Parking Standards

A. Joint Parking

Sites abutting one another shall physically connect their surface parking areas at the lot line to create connecting drive aisles. This may be accomplished using COMMON DRIVES. Where such surface parking areas lie within 50 feet of one another, a mutual access easement acceptable to the Zoning Administrator shall be executed. Parking lot configurations existing (insert effective adoption date) are exempt from this requirement.

B. On-Street Parking

1. A parking space located on a public street may be included in the calculation of shared parking requirements if it is adjacent to the building site (where more than 50% of the space is fronting).
2. Each on-street parking space may only be counted once.

C. Off-Site Parking

1. Off-site parking must be located within a walking distance of 600-feet from the site it is serving.
2. The off-site parking must be the subject of a long-term lease approved as to form by the city attorney, or permanently dedicated for off-site parking use.

D. Tandem Parking

1. Tandem parking is only allowed for:
 - a. Single-family residential projects; and
 - b. Multifamily projects and the residential component of mixed-use projects.
2. Two parking spaces in tandem shall have a combined minimum dimension of 9 feet in width by 34 feet in length.
3. Up to 75 percent of the total required off-street parking spaces provided may incorporate tandem parking.
4. Tandem spaces shall be assigned to the same dwelling unit. Tandem parking shall not be used to provide guest parking.

705. Surface Parking Lot Plantings for New Development

- A. The edge of any surface parking lot adjacent to a STREET-SPACE shall be planted with canopy shade trees from the Tree Lists in *Part 5, Urban Space*, placed at an average distance not to exceed 30 feet on center and aligned parallel three to seven feet behind the RBL/STREET WALL.
- B. The edge of any surface parking lot adjacent to residential (detached) lots shall comply with *Part 4, Building Form Standards, D. Neighborhood Manners*.

706. Loading Facilities

- A. No loading facilities are required.
- B. Where loading facilities are provided, they shall be located to the rear and COMMON DRIVE side of buildings.