



**CITY OF WINOOSKI
PLANNING COMMISSION
FY 2024 WORK PLAN**

The City of Winooski's Planning Commission annually establishes a plan of work including tasks that will implement the 2019 City of Winooski Master Plan. The following is a list of tasks that will directly work towards implementation of the goals or strategies listed in the Master Plan. These tasks will also support the policy priorities and strategies that are annually identified and prioritized by the City Council.

At their regular meeting on June 05, 2023, the City Council adopted their policy priorities and strategies for FY 2024. The following is a list of specific items that may intersect with the Planning Commission's work, and therefore are highlighted for the FY 2024 work plan. Specific actions or tasks for the Planning Commission may vary depending on the recommendations identified.

TABLE 1 – FY 2024 CITY COUNCIL POLICY PRIORITIES AND STRATEGIES	
CITY COUNCIL PRIORITY	PLANNING COMMISSION ROLE
Continue to update the Unified Land Use and Development Regulations (ULUDR) to address housing priorities identified by City Council, including renter protections, short-term rental regulations, etc.	Identify specific amendments to the ULUDR based on recommendations from the City Council, Housing Commission, or other community partners.
Finalize and execute a plan for future management and improvements to the O'Brien Community Center, including improvements to the Winooski Memorial Library; zoning changed needed.	Review recommendations and draft amendments to the ULUDR to facilitate changes that will provide for improvements to the O'Brien Community Center and Winooski Memorial Library.
Continue to make progress on the Parks and Open Space Plan, including finalizing a management plan for Memorial Park.	Identify any changes to the ULUDR, including map changes, necessary to support a management plan for Memorial Park.
Determine future plans for the Winooski Senior Center on the St. Stephen's property in advance of the lease expiration in 2043.	Identify any changes to the ULUDR that may be necessary to support the continued use of the Winooski Senior Center or any changes needed to support a relocation of the Senior Center at a future date.

In addition to the specific actions identified through the policy priorities and strategies adopted by the City Council, the following items are included in the Planning Commission's work plan and may support the City Council priorities. Details on the specific policy priorities and strategies listed in Table 1 are also included in the individual action items as necessary.

1. FINALIZE DRAFT REGULATIONS FOR DESIGN REVIEW INCLUDING RECOMMENDATION TO CITY COUNCIL

ACTION NARRATIVE

In an effort to establish some level of protection for historic, architectural, and cultural resources, the Planning Commission has been reviewing draft language related to design review. The City previously had design review standards in their land use regulations, but these were removed with the comprehensive update in 2016. The Planning Commission has been reviewing draft changes to be reintroduced into the ULUDR for areas that are not currently included in some form of design review, such as the Gateway Zoning District.

Through their discussions, the City Council did not include historic preservation as a priority in the FY 2024 policy priority and strategies list. While not included in this year's list, the City Council does support the Planning Commission continuing the work that has been started on design review. The goal for the Planning Commission will be to complete this review early in FY 2024 to allow for work to begin on other priorities when identified.

PLANNING COMMISSION ROLE

The Planning Commission will continue to review draft amendments to the ULUDR to reestablish design review standards and provide a recommendation to City Council. These proposed amendments will serve as a graduated step to establish protections for locally identified resources in specific geographic locations.

MASTER PLAN IMPLEMENTATION

Land Use Goals & Objectives	10, 11
Municipal Infrastructure Goals & Objectives	12

TIMELINE

Provide a recommendation to City Council on draft language to be included in the ULUDR in the first quarter of FY 2024.

2. GENERAL ZONING UPDATES

ACTION NARRATIVE

As with all land use regulations, these documents need to be regularly evaluated and reviewed to ensure they are meeting the standards and priorities of the community. Consistent review will ensure the ULUDR are staying current with other trends including modal choice for travel, family dynamics, and work-from-home impacts on specific land use needs. Several specific topics that were prioritized by the City Council and may require text or map amendments include:

- Winooski Senior Center/St. Stephen's property
- Management plan for Memorial Park
- Expansion/redevelopment of the O'Brien Community Center

PLANNING COMMISSION ROLE

The Planning Commission should review the ULUDR and identify any possible amendments to support changes related to the above noted items, or other priorities identified by City Council. The Planning Commission should also continue to review and update the ULUDR as necessary based on recommendations from the Zoning Administrator to enhance clarity and consistency throughout the regulations.

MASTER PLAN IMPLEMENTATION

Multiple Goals & Objectives will be addressed through this action

TIMELINE

On-going review throughout FY 2024.

3. REVIEW AND UPDATE PARKING REGULATIONS AS APPROPRIATE

ACTION NARRATIVE

Parking has been identified as one of the greatest impacts on existing development and redevelopment for the community. At the end of FY 2023, the Planning Commission recommended a comprehensive update to the City's parking regulations. As the City Council reviews and evaluates these changes for consideration of adoption in early FY 2024, additional amendments may be necessary. This is based on new legislation adopted by the State of Vermont that limits the number of parking spaces municipalities can require of new development. These legislative changes may require additional parking updates for compliance with state statute.

PLANNING COMMISSION ROLE

The Planning Commission should review guidance related to statutory updates on minimum parking regulations and propose changes to ensure compliance with statute. This may impact multiple sections of the ULUDR. The Planning Commission may also reevaluate incentives to reduce minimum parking and consider amendments as appropriate.

MASTER PLAN IMPLEMENTATION

Land Use Goals & Objectives	4
Municipal Infrastructure Goals & Objectives	9

TIMELINE

Possible consideration in the third quarter of FY 2024, but may be adjusted based on guidance from the Vermont League of Cities and Towns; Vermont Agency of Commerce and Community Development; and the City's legal counsel related to specific impacts of state legislation.

4. REVIEW AND EVALUATE INCENTIVES FOR DEVELOPMENT PRIORITIES

ACTION NARRATIVE

The Planning Commission continues to review and recommend amendments to the Unified Land Use and Development Regulations (ULUDR) that will identify incentives to support community priorities. In FY 2023, the Planning Commission recommended amendments that are intended to reduce minimum parking requirements through incentives that include underground parking, electric vehicle charging, and secure bicycle parking; and incentives for adaptive reuse of historic structures or buildings. While specific priorities were not identified by the City Council for the FY 2024 policy priorities and strategies, the Planning Commission should identify specific incentives that will support Council priorities, if applicable.

PLANNING COMMISSION ROLE

As the City Council evaluates the community priorities, the Planning Commission should review and assess what incentives may be available to support or encourage these priorities. Several priorities that have been discussed include:

- Affordable Housing
- Multi-bedroom housing
- Inventory and variety of housing options
- Multi-modal Transportation Improvements
- Energy Efficiency/Sound Mitigation
- Natural area/resource protection

The Planning Commission should identify strategies or incentives that can be incorporated into the ULUDR that will implement the City's priorities. These incentives may result in amendments to the ULUDR or include standalone regulations or guidelines as appropriate.

MASTER PLAN IMPLEMENTATION

Land Use Goals & Objectives	1, 3, 12
Municipal Infrastructure Goals & Objectives	4, 7, 8, 9
Safe, Healthy, Connected People Goals & Objectives	1, 3, 14
Housing Goals & Objectives	1, 2, 6

TIMELINE

Evaluate development incentives as recommended by the City's boards, commissions, and community partners; and update the ULUDR for consideration by City Council during FY 2024.