

**I. Call to Order**

Members Present: Mike O'Brien, Terry Zigmund, Amy Houghton, Sarah Van Ryckevorsel, Joe Perron, Abby Bleything

City Staff Present: Eric Vorwald, Kristine Lott

Guests Present: David Epstein Call to Order by: Mike O'Brien

Minutes Recorded by: Terry Zigmund

**II. Changes to the Agenda**

Add authorization to sign a resolution to submit the downtown transportation fund grant. Add authorization to sign a letter supporting the submission of a nomination to the VT Planners Association for plan of the year for our Master Plan Both items will be added after the public hearing (moved to "Other Business" - item IX below).

**III. Public Comment**

None

**IV. Approve Previous Meeting Minutes**

Decision: approved with changes

Motion by: Joe

Second: Abby

**V. Public Hearing – Proposed Zoning Amendment**

Decision: 4-0 to open the public hearing.

Motion by: Amy

Second: Abby

A public hearing was opened at 6:40pm to take comments on the proposed amendment to the Unified Land Use and Development Regulations to incorporate a provision for a parking waiver. Eric provided an introduction to the language and explained the information in the agenda packet, including comments from the City Attorney on the draft language.

Following the opening presentation, members of the Planning Commission voiced their concerns that what was included in the agenda and the public hearing was not what they expected. Specifically, several members noted that they thought the hearing was to

address parking for the school specifically, and not a more wide-ranging waiver option. After discussion of the specific information included in the hearing, David Epstein provided comments as the architect for the Winooski School renovation project. He noted that this amendment would help the school, but had concerns about the process. Additional discussion ensued related to David's comments and questions.

After this, the Planning Commission engaged in a lengthy discussion on options to move forward including possible changes to the language, changes to the proposed process, and what mechanism may be followed to accommodate uses that were not listed without opening up a waiver option to any use. Some of the concerns raised by the Planning Commission included the potential shift of on-site parking to street parking; conflicts between future bicycle and pedestrian infrastructure and on-street parking; and other possible unintended consequences. Eric noted that any waiver would require a public process before the DRB and include notice to all adjacent property owners and a public hearing at the DRB. He also noted the specific standards of review that were included in the amendment for consideration by the DRB. Finally, he noted that the DRB, as an independent body, could choose to not grant a waiver or modify the original request as they saw appropriate. Following additional discussion, Terry made a motion to close the hearing which was seconded by Amy. The public hearing was closed at 8:20pm.

With the hearing closed, the Planning Commission continued their discussion on the waiver and considered whether or not to forward the proposed language to Council or try to establish alternative language that would address their concerns. Eric noted some of the process implications that would be included with alternative language including scheduling review and approval by the Planning Commission; soliciting a new legal review; and scheduling a new public hearing to consider the draft language. Ultimately, the Planning Commission voted to forward the draft language to City Council for their consideration.

Motion by Amy, Second by Joe to accept and forward to the City Council the parking waiver standards with changes. Approved.

## **VI. Continue Discussion on Form-Based Code – Siting Standards**

Tabled until future meeting

## **VII. Work Plan Review**

Tabled until future meeting

## **VIII. Department and City Updates**

- Parks and open space meeting presentation and survey sent to PC members
- Appeal to Mansion project is still pending
- Historic Preservation advisory meeting on March 10 re: East Allen St and the High School
- RFP for historic preservation consultant goes out tomorrow
- Lot 7D still finalizing a development agreement
- East Allen Hotel, zoning application is almost complete, just waiting for few more documents

## **IX. Other Business**

Regarding changes to the agenda (see item II):

The Planning Commission authorized Mike to sign a resolution to submit the downtown transportation fund grant for wayfinding signage. Motion by Terry Second by Amy.

The Planning Commission authorized Mike to sign a letter of support to submit to VT Planners Association for plan of the year for City of Winooski Master Plan Motion by Joe, Second by Amy.

## **X. Adjourn**

Motion by: Amy

Secon: Sarah

Time: 8:40