

I. Call to Order

Members Present: Mike O'Brien, Chair; Abby Bleything, Vice-Chair; Joe Perron; Sarah van Ryckevorsel; Tommie Murray; Brendan Sage; Connor Daily

City Staff Present: Eric Vorwald

Guests Present: Kristine Lott, Mayor

Call to Order by: Mike O'Brien

Meeting Start Time: 6:32 PM

Minutes Recorded by: Eric Vorwald

II. Changes to the Agenda

None

III. Public Comment

None

IV. Approve Previous Meeting Minutes

Decision: 3 – 0 – 2

Motion by: Conner

Second: Tommie M

Approved the minutes as presented. Sarah and Joe abstained.

V. Check-in on Progress with Master Plan Goals & Objectives

Mayor Lott provided an introduction to this item and indicated this discussion was being done in preparation of the Council policy and priority meeting scheduled for May 13th. She indicated that all the commissions were reviewing their respective sections of the Master Plan for input on goal progress, as well as identification of priorities for the coming year's work plans.

Eric provided an overview of the information included in the agenda, and gave an overview of the current status of the Master Plan, including the purpose. He stated that the Master Plan was adopted in 2019, and the goals and objectives were generally written at a high level to allow for specific policies to be developed based on the general goal language. He also indicated that there would be a four year check-in on the plan forthcoming with the Regional Planning Commission as outlined in statute. He also noted that this was not intended to be a review of the existing goals for potential changes, but more of a prioritization and check-in to determine if we were making progress towards accomplishing the goals, as well as prioritizing areas for work in

future years.

The Planning Commission discussed the specific goals that were included in the land use section. In general, the Planning Commission wanted to prioritize a greater focus on bicycle and pedestrian infrastructure as outlined in Goal 3, including the need for more sidewalks. The Commissioners also emphasized a need for more housing with three or more bedrooms; as well as more housing that was offered for sale. Eric indicated that there could be ways to create incentives for more owner occupied housing, but it would require trade-offs which generally equate to offering additional density. The Planning Commission also identified goal 7 related to attracting more employers to the City, and goals 10 and 11 related to historic preservation. There was additional discussion about reviewing the zoning for natural areas to better match the existing use and to provide greater protections, however there was not consensus from the Commission on this matter. With that, Mayor Lott indicated she had sufficient information to take forward for consideration by Council.

VI. Begin Discussion on Section 4.4 – Design Review

Eric provided an introduction to design review by highlighting the fact that this would include two parts; text and a map. The map would include the specific properties that were subject to design review, and the text would provide the regulatory requirements for properties in the mapped area that proposes specific activities. Eric also provided the Planning Commissioners with two sections of statute that enable design review districts.

Next, Eric provided an example of a Design Review District map for the Planning Commission. This was offered as a way to have a conversation, and not intended to be the final map. Eric indicated that the design review standards would apply to any properties within the Design Review District, regardless of their age or condition as long as a covered activity as outlined in the text was proposed. He suggested a thoughtful consideration of the district to ensure that we were not including properties inadvertently since any action regulated by the design review text would require the additional discussion.

Eric also provided a general overview of how the design review standards would work, including the Design Advisory Commission. He noted that this would be an advisory recommendation to allow for a standard appeal process for both administrative permits and conditional use permits. The Planning Commissioners were encouraged to walk around the areas that were being proposed for a design review district to get a better sense of where the boundaries should be drawn. This would aide in the discussion for future meetings. The Planning Commission agreed to begin the detailed discussions at their next meeting.

VII. City Updates

No specific updates were provided by the Mayor. Eric provided an update on the walk/bike master plan including upcoming community meetings to solicit input. Joe mentioned that the school would be having an open house in May. There was also discussion about the new Executive Director for Downtown Winooski.

VIII. Other Business

Eric indicated that the next meeting would be on April 27th and would include a public hearing on the draft amendments to Article IV. He highlighted two changes that were requested since the public hearing was noticed, and indicated that more detailed discussion would occur at the public hearing.

IX. Adjourn

Motion by: Sarah

Second: Joe

Meeting End Time: 8:05 PM