

Berlin, VT
Planning Commission Meeting
January 22, 2020
7:00 PM

APPROVED MINUTES

Planning Commissioner Members Present: Karla Nuisl (KN), Jacob Coakwell (JC) and David Huber (DH)

Absent: Jared Felch (JF), Polly McMurtry (PM)

Others: Eileen Peltier (EP), Wendelyn Rooles, Ron Lyon (RL), and Thomas Badowski (TB).

7:00 PM Call to Order by Chair Nuisl

Approval of Minutes: DH Moved and JC Second a Motion to approve the December 11, 2019, Minutes as written. Motion passed unanimously.

New Town Center – DEVELOPMENT PROJECTS

Downstreet Work Force Housing/Daycare – Eileen Peltier

EP introduced herself as the Executive Director of Downstreet Housing whose Mission is to “strengthening the communities of Central Vermont by engaging with people, providing affordable homes, and connecting people to the resources and services they need to thrive.” She discussed Downstreet’s proposed 30+ unit housing project with a 98+/- child daycare facility in the New Town Center with intent to seek project funding soon. Several items Downstreet is mulling include building frontage appearance, traffic calming techniques, and rear parking. The Commission expressed their support and offered their influence help move the project forward.

CVMC New Medical Building – Ron Lyon

RL produces a plan sheet of CVMC’s planned four story expansion to be located on the western portion of the campus in an existing parking lot. This building would house emergency room services on the first floor and psychiatric care on floors 2 and 3. The building will be constructed in such a way as to allow additional floors in the future as needed. A parking garage is envisioned on the eastern portion of the campus. KN suggested that as zoning regulations are revised to reflect the New Town Center development, CVMC should weigh in on their anticipated future needs so that zoning would not be an issue.

Berlin Senior Housing

TB stated that the developer anticipates receiving their Act 250 approval by months end leading to a spring of 2020, construction start.

Public Works Town Meeting Bond Vote of \$600K

TB informed the Commission of the Public Works Bond Vote for Town Meeting 2020 that includes dollars to pay for and connect a recently drilled drinking water well to serve the New Town Center. Additionally, this bond would pay for the replacement of the majority of water meters with “smart meters”. Payment of the Bond would be by the users of the water and sewer systems in town.

Consultant Selection for New Town Center Designation Application

TB informed the Commission that an RFP for consultant services went out January 8, 2020. Responses to the RFP are due February 7, 2020. Interviews of short-listed proposals will be February 12, 2020. Recommendation of preferred consultant to Selectboard by February 17, 2020. Contract award February 24, 2020. DH discussed how best to short list proposals. After a discussion, DH moved and JC second a Motion to task KN and PM the duty of shortlisting to a maximum of three (3) candidates, with the aid of town staff as they see fit. Motion passed unanimously.

Vermont Outdoor Recreation Communities Grant (VORC)

TB informed the Commission of the submittal of the VORC Grant for \$45,000 with an additional \$8,000 from partnering organizations for the development of Phase 1 of the recreation trail in the New Town Center. Phase 1 to link Berlin Elementary, Downstreet housing and daycare to the New Town Center.

Form Based Zoning

KN distributed in advance details of Form Based Zoning. She asked members to review her documents and be prepared to discuss soon.

Next Meeting

February 12, 2020

Adjourn Chair KN adjourned at 8:55 PM