

**Berlin, VT**  
**Planning Commission Meeting**  
**July 8, 2020**  
**7:00 PM**

**APPROVED MINUTES**

**Planning Commissioner Members Present:** Karla Nuisl (KN), Polly McMurtry (PM), Jacob Coakwell (JC)

**Absent:** Jared Felch (JF), David Huber (DH)

**Others:** Brandy Saxton (BS), Paul Simon (PS), Eileen Hee (EH), Jim Alvarez (JA), Matt Moore (MM) and Thomas Badowski (TB).

7:00 PM Call to Order by Chair Nuisl

**Approval of Minutes**

PM moved and JC second a Motion to approve the Minutes of the June 10, 2020, as amended. With a roll-call vote, Motion passed unanimously.

**Berlin Town Center (BTC) and Neighborhood Development Area (NDA)**

BS shared a revised BTC boundary map which encompassed 118 acres and included portions of the Berlin Town School District parcel that fronts Berlin Mall Road. Discussion of including Berlin Elementary into BTC was revisited with the fallback of adding the building portion of the campus if needed. Consensus was to present this 118 acre boundary to the Selectboard at the July 22, 2020, joint meeting.

BS shared her conversation with South Burlington's New Town Center team that, with respect to NDA, "smaller is better." To that end, BS produced an Overlay NDA on the boundary map with three Sections A, B and C and opined A was best suited for NDA while C was least suited. Discussion followed with general consensus being Section A should be targeted for NDA.

**Conceptual Plan**

PS noted that several conversations with Mall and CVMC officials led to his shared revised conceptual plan (CP) for BTC. The presented CP.2 has infill into the Berlin Mall parking lot, new traffic pattern, on-street parking, streetscaping, recreational facilities, skywalk link between CVMC and BTC, and buildout of Route 62 entrance which includes connection to walking path to Berlin Elementary School. Additionally, CP.2 illustrates the CVMC 250 yard development priority radius from their campus. The general consensus was that CP.2 was a significant improvement over CP.1 and that CP.2 will be presented to Selectboard at July 22, 2020, joint meeting.

**Joint Planning/Selectboard Meeting**

July 22, 2020, at 7 PM at the Capital City Grange, Planning Commission will present to Berlin Selectboard an update on BTC activity including revised boundary and conceptual plans with further discussion on:

- Potential Grand List Value Additions
- Town Municipal Building, Utility and Pedestrian Infrastructure

- Funding Sources (TIF, Local Options Tax, Special Assessment District)

BS/PS will prepare large paper copies of maps with additional handout size available for both boards.

**Round Table**

None

**Next Meeting**

July 22, 2020

**Adjourn** Chair KN adjourned at 8:48 PM