

Berlin, VT
Planning Commission Meeting
November 11, 2020
7:00 PM

APPROVED MINUTES

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

Absent: Jared Felch (JF)

Others: Brandy Saxton (BS), Paul Simon (PS), Eileen Hee (EH), Phil Zalinger (PZ), Wayne Lamberton (WL), Brad Towne (BT) and Thomas Badowski (TB).

7:00 PM Call to Order by Chair Nuisl

Public Comment: None

Approval of Minutes

PM moved and DH second a Motion to approve the Minutes of October 28, 2020, as written. With a roll-call vote, Motion passed unanimously.

BTC Updates

BS distributed in advance documents on discussion items including:

Public Hearing Calendar: BS discussed a DRAFT Schedule that included:

- Finish bylaw amendment and report
- 15 days prior to PC hearing, bylaw amendment and report sent to:
 - PC chair abutting towns
 - ED of CVRPC
 - DHCD
- 15 days prior to PC hearing, public notice to include: [by DEC 1]
 - Statement of purpose
 - Description of geographic area affected
 - List of section headings
 - Place where full text is available
- Public notice to be published: [by DEC 1]
 - Newspaper
 - 3 or more places in town
- PC hearing [DEC 16]
- Submit bylaw amendment and report to SB [DEC 21]
- SB hearing 15 to 120 days from receipt of draft [JAN 18]
- 15 days prior to SB hearing, public notice to include: [by JAN 3]
 - Statement of purpose
 - Description of geographic area affected
 - List of section headings
 - Place where full text is available
- Effective 21 days after SB adoption [if adopted JAN 18 then effective FEB 8]

This Schedule would get Berlin in front of the Downton Board February/March 2021.

Zoning - Dimensional Standards Review and Revise: BS discussed the following suggested edits:

- A Streets
 - 1) Increase Build to Line from 20' to 30'
 - 2) Increase Lot Width from 300' to 400'
 - 3) Add "A functional, finished upper story is required with a habitable floor area that is not less than 50% of the habitable floor area of the ground floor."
- B Streets
 - 1) Decrease Lot Width from 90' to 75'
- C Streets
 - 1) Change Build to Line from 70' to 20 ft (min) to 80 ft (max) from curb or edge of pavement
 - 2) Eliminate Primary Street Façade requirements
- D Streets
 - 1) Revise note to read "D streets may be used to provide access to parking areas and the service functions of buildings. On sites with multiple principal buildings where at least one principal building is located on the street frontage in accordance with the standards of this section, D streets may serve to provide street frontage for rear or internal lots or buildings."

EH stated that CVMC will be available November 20, 2020, to discuss these revisions and work through any remaining issues.

PS suggested a "P" Street for Pedestrian uses. Consensus was a P Street made sense.

Development Benefits of NTC vs NDA

WL, with a Parcel earmarked in the NDA, introduced PZ as a member of his technical team that reviewed the development benefits of NTC vs NDA. PZ opined that NTC and NDA have varied development benefits and that either designation could be beneficial when developing WL Parcel. However, though the Town is simultaneously applying for NTC and NDA, the Downtown Board could grant NTC without NDA thus adversely impacting WL ability to develop. A discussion of this concern followed. KN stated that NDA is an invaluable piece of Berlin's economic development future and in the unlikelihood NDA is not approved, the Commission would revise the NDA application and resubmit in a timely manner.

Adjourn Chair KN adjourned at 8:14 PM