

# Berlin Planning Commission

## Approved Meeting Minutes

October 28, 2015

Present: Brandy Saxton, Karla Nuissl, Chair, Tom Badowski, Geoff Farrell, Sally Herring  
Next meeting: Public Presentation, 7:00 pm November 11, 2015, Berlin Elementary School Library

### 1. Discussion

- **Old Business**

- Keep checking website ([placesense.com/Berlin](http://placesense.com/Berlin)) for updates – meeting notes are up and completed sections are up as well. Currently, Part 1, 2 and 4 and the proposed Zoning Map and a summary are on the site.

- **New Business**

- Brandy reviewed her presentation and will prepare handouts for the public meeting which will include an 8 ½ x 11 zoning map, the use table and the proposed dimensional standards. It should be stressed at the meeting that many standards apply to commercial/industrial but not residential. Emphasize the proposal to reduce lot size in residential. Emphasize that it is still a work in progress, there are still many open questions and we want input.
- On Monday November 2, a high level progress report will be given to the Selectboard discussing the timeline and stressing that it is a comprehensive revision of the town's zoning and subdivision regulations. The revision needs to be done to streamline and bring in to compliance the current regulations which are not in compliance with state statutes and regulations in many cases.
- **Flood Hazard and River Corridor**
  - Discussed the flood hazard/floodway.
    - FEMA no longer uses the term “Existing Structure”. It's not clear why.
    - The Agency of Natural Resources requires a Project Review Worksheet for a project in the flood hazard area.
    - Using 911 points, Brandy did a comparison of points in the flood hazard area versus the the river corridor. There are 55 points that are in the river corridor that are not currently in the flood hazzard area. She passed out a paper with a more detailed breakdown.
    - We discussed FEMA food hazard/floodway requirements for filling, raising and replacement. There are two mobile home parks that are in proposed

commercial zones which have more lenient requirements than residential. Should they be changed to residential?

- Discussed lot coverage. Brandy showed some examples of 50% and 75%. We are proposing 50%. Should it be increased to 60%? Stormwater is the issue. Should residential be included due to paved driveways? What size project should fall within the requirement?
- **Reviewed Proposed Chapter 320 Site Plan Standards**
  - Discussed how to use incentives to create inground parking. Must be financially feasible for applicant. The standards here should cross reference the stormwater standards.
  - Should town require access from a secondary road, if possible, instead of a state highway? Vtrans prefers that approach but does not require it.
  - Town currently uses Vtrans standards for distances between curb cuts, distance from intersections, width and angles of access points, turn lanes, etc. How do these proposed standards compare to Vtrans? Brandy will provide a comparison.
  - Since we are encouraging shared access, should the town have a shared maintenance agreement form available to provide to applicants?
  - The section on pedestrian access should be changed to use districts rather than road names to specify where the standards apply. Add that sidewalks should have a green space between the sidewalk and road.
- Next Meeting after Public Presentation:
  - We will meet at 6:00 pm on November 18 and cancel the November 25 meeting since it is the evening before Thanksgiving. We will discuss the feedback from the public presentation. We will also continue review of proposed Chapter 320 Site Plan Standards with section 3204 Landscaping and Screening.
- Reminder: **MEETINGS WILL BEGIN AT 6PM**
  - This is in order to stay on our existing timeline to complete the first draft.

## 2. Meeting Adjourned