

TOWN OF WILLISTON
Planning Commission
Minutes of November 1, 2022– 7:00 P.M.
Annex Conference Room, 7878 Williston Road, Williston VT 05495
Location: Zoom Meeting ID 158-006-871 on zoom.us/join or by calling 1-646-558-8656
Meeting Recording: https://youtu.be/RAVNzKdsk_I

Planning Commission Present: Meghan Cope (chair), Cate Lamar (vice chair), Chapin Kaynor, Ellie Beckett, Shayla Livingston; **Absent:** Jill Pardini, Alex Daley; **Staff:** Matt Boulanger, Emily Heymann; **Public:** Dan Boomhower, Roberta Tracy

CALL TO ORDER

Meghan Cope called the meeting to order at 7:02 PM.

PUBLIC COMMENT *(Items not on the agenda)*

There was no public comment.

MINUTES OF OCTOBER 4, 2022 ([public access PDF](#))

Link for edit: [PC Draft Minutes – October 4, 2022](#) (see email for password)

With a motion made by Chapin Kaynor and seconded by Cate Lamar, the minutes were approved as amended with 4 ayes. Meghan Cope abstained.

GLASER SPECIFIC PLAN

 [MEMO Glaser Specific Plan Logistics.pdf](#)

Emily Heymann gave an overview of the Specific Plan process and agenda for the upcoming Community Meeting. The DRB has selected a potential volunteer, and WCC will probably decide on a volunteer at their November 2nd meeting. Meghan Cope asked the group for a Planning Commission volunteer, noting the decision can be made at the November 15th or December 6th meetings.

Emily noted that with the adoption of Form-Based Code and the Official Map, the connectivity requirement of WDB 13.7 is further strengthened. The map shows desired east-west and north-south streets connecting to abutting properties rather than cul-de-sacs.

Rueben asked about the survey. Emily clarified the survey was mailed to abutting property owners and also publicly available online. It was posted in the Planner's Corner newsletter. The purpose is to collect public comment & questions before the Community Meeting so staff can address them at the meeting.

FORM-BASED CODE: DEBRIEF ADOPTION AND NEXT STEPS.

[Updated Zoning Bylaw posted on town website \(see: Appendix F Form-Based Code\)](#)

New webpage: [Certificates of Conformity & Project Review Committee](#)

Matt Boulanger said the Form-Based Code was approved by the Selectboard on October 4, 2022 and, following failed petition, became effective on October 25, 2022. It is uploaded to the Zoning Bylaw webpage as Appendix F. Staff is working on the administrative checklists, as well as building out a new portion of the website to post Project Review Committee Meetings and pending/approved application. The Commission requested information about the first few applications under the new code, as they are submitted/approved. Thus far no formal

applications have been submitted, but there is interest. Emily Heymann noted that though the website functionality is limited, the goal is to organize FBC by project rather than PRC date so it is easier for people to locate a specific project.

Chapin Kaynor noted that many of the people who signed the letter or petition are people he respects and suggested a follow up or forum to discuss the Planning Commission's process/discussions that led them to the Code as it was transmitted to Selectboard.

ENERGY COMMITTEE MEMO RE: CAPITAL BUDGET

The Planning Commission voiced their support for this memo. The Energy Committee based this memo on the current FY23-28 Capital Budget, expecting the FY24-29 to be very similar.

The Commission discussed EV charging facilities at new development, particularly apartment buildings. Matt Boulanger clarified that state regulations require new commercial development, including apartment buildings, to be "EV-ready" with conduit. Chapin Kaynor questioned if the state requirement is enough, or will provide enough parking spaces and whether the town may want to require more EV charge stations than the state. Matt Boulanger said the Energy Committee, based upon the goals of the Energy Plan and led by Melinda Scott, is considering

The Town Manager and/or Finance Director will present the Capital budget to the Commission on December 6th or 20th. The Commission expressed frustration with the Capital Planning budget process, which gives them review so late in the cycle. They noted the second sidewalk plow is desperately needed and keeps getting pushed off into future fiscal years.

TAFT CORNERS DESIGNATED GROWTH CENTER 15-YEAR REPORT

This 5-year report is required as part of the Growth Center Designation Program. Shayla suggested sharing the permit data with the public in an upcoming Planner's Corner. It is helpful to demonstrate that Williston's land use policies and zoning are working. The maps depict that most the new commercial and residential growth is taking place in the Growth Center and its adjoining industrial/commercial districts.

Emily noted that upcoming work on a Microtransit Feasibility Study. Williston recently received an FY2023 grant from VTrans. Matt also noted the upcoming corridor study for Route 2 from Maple Tree Place Road to the Richmond town line. The original cement is underneath portions of this road. It is scheduled for a complete rebuilt in FY2027. This corridor study be an opportunity for the town to comment on sidewalks, drainage, and the desired for an off-road multi-use path connecting the Village to Taft Corners.

Matt also noted that other Circ-alternative communities are frustrated with the timeline and delays for the Circumferential highway projects, including the multi-use path connection from Taft Corners to the Village. Many intersection improvements are planned, but several years into the future, that will improve traffic flow at safety along main corridors and intersections.

Dan Boomhower and Roberta Tracy commented on parking and traffic conflicts at the Sucker Hollow parking lot. There is friction between people slowing down to turn and people driving above the speed limit. Sucker hollow and Route 2A people go above the speed limit and it's a blind spot. Sucker Hollow parking lot overflows and the vehicle speeds create a dangerous situation. Matt Boulanger said he would pass this along to Simon and encouraged them to reach out to Simon Myles, Conservation Planner. The town has not done a parking lot study in recent years.

Meghan Cope noted the overlaps transportation and recreation. For example, the Mud Pond trails do not signage of the trail crossing to alert drivers that cyclists may enter/exit the trail. Matt Boulanger said Fellowship of the Wheel and the Town are considering the possibility for a bike trail from the parking lot to the crossing, so people

can access the bike trails without riding/walking along South Brownell. The crossing needs to be well marked. Maybe a solar push button beacon. Even a sign about the crossing and bike.

NOTICES FROM OTHER JURISDICTIONS: RICHMOND, VT

-  [Draft Village ResidentialCommercial District - Markup - For 10-19-22 Public Hearing.pdf](#)
-  [DraftDefinitions VillageRC 10-19-22.pdf](#)
-  [Memo_VillageRCAmendments.pdf](#)
-  [Powered Vehicle and or Machinery Service standards 4.14 10-19-22.pdf](#)
-  [ProposedVillageRC 10-19-22.pdf](#)

Matt Boulanger gave an overview of the Richmond bylaw amendments. These amendments are relatively minor and focus on the uses and site planning standards in their mixed-use village district. Meghan Cope asked how they compare to our proposed bylaw amendments to the Village. Matt said they are similar in that they also address scale and compatibility. However, the Williston standards are far more quantitative and include pictures and diagrams, whereas the Richmond standards leave a lot of discretion up to the Development Review Board. It reflects different community preferences for how development is reviewed and permitted.

ADJOURN

The meeting adjourned at 8:14 pm.

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