



**TOWN OF WILLISTON**  
**Planning Commission Minutes**  
*May 6, 2014 - 7:00 P.M.*

**Williston Planning Conference Room**

MEMBERS PRESENT: Jake Mathon, Kevin Batson, Paul Laska, Michael Alvanos, Shannon Hiltner, Meghan Cope, Planning Commission Members; Ken Belliveau and Matt Boulanger planning staff

1) CALL TO ORDER

Jake Mathon called the meeting to order at 7:10 PM.

2) DISCUSSION OF BYLAW CHANGES RELATED TO CHAPTER 24- OUTDOOR LIGHTING

Ken Belliveau distributed a new revised draft of changes to WDB 24, the chapter of the Williston Development Bylaw related to lighting. Meghan Cope asked about a linear foot measurement in relation to the restrictions of prohibiting a “continuous band” of light. Belliveau said that there was some discussion about making sure there were sufficient gaps between illuminated areas on buildings. Fixtures and projected light patters would have to be presented to the DRB as part of their review process. Paul Laska asked about how lighting intensity would be shown. Belliveau explained how light levels on the ground are measured and how the same process could be used for facades as well as the enforcement process and the binding nature or approved final plans.

Belliveau explained the proposed changes to 24.6.2, related to the height of fixtures on buildings, limiting those to 15 feet above finished grade.

In 24.7.4, Belliveau said that he changed the section slightly requiring façade lights to be aimed downwards toward the ground to specify that the building façade should not be used as a reflector for façade lighting.

Belliveau said that if the language was acceptable to the commission, the commission could schedule a public hearing, but may want to schedule it at the same time as a hearing for the changes to the sign chapter.

3) CHANGES TO THE BYLAW RELATED TO CHAPTER 25- SIGNS

Matt Boulanger reviewed the new proposed changes to WDB 25, the chapter of the Bylaw regulating signs. The group discussed how to address temporary signs in Master Sign Plans and agreed to require Master sign plans to cover all types of signs including temporary signs, except for signs that are exempt from the requirement of a permit under the current language of WDB 25.4. The group agreed to strike the amortization language from the draft but though show the language to the Selectboard for discussion purposes. The group also agreed to further clarify language addressing nonconformity.

On a motion made by Shannon Hiltner and seconded by Meghan Cope the Commission members voted 6-0 to send the proposed changes to Chapters 24 and 25 to a public hearing.

#### 4) DISCUSSION OF DEVELOPMENT STANDARDS IN THE GROWTH CENTER ZONING DISTRICTS

Ken Belliveau distributed tables showing the various design elements that developers have to pick from when they propose new projects in the TCZD and the MUCZD. The tables include possible proposed changes, including the addition of renewable energy facilities, the requirement that urban parks be publicly-accessible.

Paul Laska asked about including contributions to the housing trust fund in the MUCZD in the same way that it is an option in the TCZD. Ken Belliveau said that housing is not as big of a component of the MUCZD. Jake Mathon said that his concern is that if a contribution is allowed, you will lose some of the desired design elements on the site. Kevin Batson suggested making the monetary contribution as an “either-or” within the larger requirement that projects in the TCZD have a housing element.

Paul Laska said that the other design elements are expensive and might have to be sacrificed in order to build affordable housing. Ken Belliveau said that the affordable housing task force discussed allowing the density bonus for affordable housing as well as transfer of development rights, as is done now. The group discussed the density bonus. Michael Alvanos said that the current bonus of 15 units per acre was not likely to entice a developer to build affordable housing. Alvanos said that 50 units per acre might be a more feasible number.

Meghan Cope asked if there was any discussion of incentivizing transit-oriented design. Boulanger and Belliveau said that currently that was incentivized as part of the Specific Plan process, but not in the design criteria in the Growth Center. The group discussed adding design elements that enhance multi-modal transportation to buildings as a design criterion. Belliveau said that he would explore the input of the group further.

Michael Alvanos asked about the public art component. The consensus of the group was to simply require public art as an element of an urban park.

#### 5) MINUTES OF THE APRIL 15, 2014 PLANNING COMMISSION MEETING

On a motion made by Meghan Cope and seconded by Shannon Hiltner, the commission voted 5-0 to approve the minutes of April 15, 2014 with the following changes:

- Note that Meghan Cope was in attendance

The meeting adjourned at 9:07 PM.