



Agenda
Planning Commission Meeting
City Council Chambers, City Hall
Monday, January 22, 2018
5:30 P.M.

1. Call To Order
2. Approval Of The Agenda
3. Comments From The Chair
4. General Business
(comments from the public about something not on the agenda.)
5. Continue Discussion Of Next Steps In 2018
Prioritizing possible projects including the official map, design review rules, e911 road naming and numbering, loan fund reorganization, and beginning new City Plan.
6. Discussion Of Sprinkler Ordinance And Possible Vote To Make Recommendation To City Council.

Documents:

[SPRINKLER_ORDINANCE_AMENDMENTS_FROM_1-17-18.PDF](#)

7. Discussion Of Proposed Charter Changes And Impacts On The Planning Commission Seats
8. Consider Minutes From January 8th

Documents:

[PLANNING COMMISSION 01_08_18.PDF](#)

9. Adjournment

**Strike all of section 201-4 and replace with:
201-4 and 201-5a AMENDMENTS - AUTOMATIC SPRINKLER SYSTEMS**

Public Buildings As Defined by 20 V.S.A. 173 § 2730:

Informational Note: "Public Buildings" are all buildings other than an owner-occupied single family home.

In addition to the provisions of the Vermont Fire & Building Safety Code, an automatic sprinkler system installed in accordance with NFPA Section 9.7 shall be installed in the following:

1. All new public buildings;
2. All additions to public buildings exceeding 50% of the **footprint square footage** of the previously existing building, **or 1,000 square feet, whichever is less;**
3. Changes of occupancy classification under the Life Safety Code;
4. Construction **that** ~~which~~ adds a new commercial kitchen to a public building;
5. Conversion of a public building to mixed uses; **and**
6. Conversion of a public building to a use that includes storage or use of flammable materials, or which houses activities which may, at the determination of the Fire Chief, present a discernible fire risk. The Fire Chief will use the same factors listed in section 201.-5a to determine if the new use presents a discernible fire risk.

New One- or Two-Family Dwellings

In addition to the provisions of the Vermont Fire & Building Safety Code, an automatic sprinkler system installed in accordance with NFPA 13-D shall be installed in all new one- or two-family dwellings, except where the applicant can show all of the following:

- ~~1.~~ The new dwelling is a one story single family home with a footprint of less than 1,200 square feet;
2. The new dwelling has two doors to the outside at ground level;
3. The new dwelling is located at least 20 feet away from neighboring buildings;
- 4.** There is no basement; **and**
5. There is no attached garage.

New Multi-family Dwellings:

In addition to the provisions of the Vermont Fire & Building Safety Code, an approved automatic sprinkler system **must be installed in residential occupancies up to and including four stories in height in accordance with NFPA 13R.**

Exempt Structures:

Unless otherwise required by the Vermont Fire & Building Safety Code, an automatic sprinkler is not required for any of the following structures:

1. Manufactured mobile homes, tents and yurts;
2. Structures on properties not supported by the City water system;
3. Detached structures such as wood sheds, residential garages or accessory type structured deemed insignificant by the City;
4. Residential additions which do not exceed 50% of the **footprint square footage** of the previously existing building or ~~in any case,~~ 1,000 square feet, **whichever is less;**
- 5.** Duplex and Ancillary Dwellings added to existing residential properties, provided each unit has a direct exit to the exterior and are separated from all other portions

- of the building by fire barriers having a 1-hour fire resistance rating with no openings therein; **or**
6. Change of use from public building or multi-family residential to one- or two- family residential.

Strike all of Section 201-5a. and replace with:

201-5a. 201.5a Variance:

The applicant may request a variance from the sprinkler requirements 201-4 **and 201-5a** by submitting a written variance request to the Housing and Building Code Board of Appeals, established in Section 4-602. The board shall have the authority to grant a full or partial variance. The factors that the board may consider in favor of granting the variance include, but are not limited to: based on the following factors, **including but not limited to:**

~~The following factors may be considered in favor of granting a full or partial variance:~~

1. Low risk occupancy;
2. Alternative compliance measures;
- 3. Unreasonable cost burden; or**
4. Inadequate city water volume at street.

The factors that the board may consider against Factors may be considered against granting a full or partial variance, **include, but are ing but not limited to:**

1. Proximity of less than 20 feet to other structures; or
2. High risk occupancy.

**Montpelier Planning Commission Meeting
January 8, 2018**

Subject to review and approval

Present: Leslie Welts, Kim Cheney, Jon Anderson, Kirby Keeton, John Adams.

Also present: Stephanie Smith

Call to order by the Chair: The meeting was called to order by the Chair, Leslie Welts.

Approval of the agenda: Kim made a motion to approve the agenda, Jon seconded. The motion passed on a 4-0 vote.

Comments from the Chair: Leslie introduced Stephanie Smith, who has applied for a seat on the commission if one should open up. The other members of the commission introduced themselves.

The City Council formally adopted the zoning changes, as well as the river hazard area regulations. Jon announced that now they have been adopted, he will resign from the commission. He also wanted to acknowledge Kim's contributions to bringing some stability back to the commission after some rocky times. Kim then thanked Jon for his contributions to the changes.

General business (comments from the public about something not on the agenda): There were no members of the public present, except for Stephanie.

Discussion of next steps in 2018. Prioritizing possible projects including the official map, design review rules, e911 road naming and numbering, sprinkler ordinance update, loan fund reorganization, and beginning new City Plan: Mike was not able to attend, so Leslie was only able to lead on the next steps. The City Plan will need to be worked on.

The official map will need to be addressed, Jon believes that Mike is going to take the lead on that – it's going to identify areas in the city that the City might want to purchase – it grants right of first refusal to the city. Leslie thinks work on it should be a priority. The green print map should complement the official map. A future land use map is required by statute and contains the elements that must be included and covered. John had printed a giant map on which some areas had been designated. The Conservation board has their work done, so there may be others out there that can be integrated into the official map. Kirby mentioned also reaching out to the public to find out what their priorities might be. The first step should be reaching out to other committees in the city to find out if there's any memos that can be used. Jon thinks that an increase in storms that cause flooding might affect the quality of life in the downtown.

There was a discussion on the sprinkler ordinance and whether it might be part of the City Council's venue. Leslie stated that Mike might have included it to provide an update.

The design review rules – Leslie was contacted to notify her that a grant was received to rewrite that section of the bylaws and would like a member of the Planning Commission to sit on that committee.

Barb had mentioned interest in that in an email, but Leslie asked if anyone else might have an interest. Kirby is interested in learning more about it and Kim offered his assistance, if required. They will meet the second Tuesday of every month, someone will attend from the Planning Commission in February. Leslie will contact Eric Gilbertson and Sarah McShane to let them know that.

The e911 road naming and numbering, the sprinkler update, and the loan fund reorganization will have to wait for Mike's return.

Leslie recommended that the next meeting consist of mapping out the process for the new city plan- to find out what's already been done by various committees.

Election of officers:

Chair: Kim nominated Leslie to continue as Chair, John seconded. Leslie accepted the nomination. There were no other nominations. Leslie remains Chair on a vote of 4-0.

Vice Chair: Kim doesn't want to continue as Vice Chair. John nominated Kirby as Vice Chair. Kim seconded the nomination. Kirby accepted the nomination and when Jon asked John if he wanted to be Vice Chair, John said he didn't have the time to do it. The nomination passed on a 4-0 vote.

Consider minutes from November 27, 2017: Kim made a motion to approve the minutes, Jon seconded. The motion passed on a 4-0 vote.

Resignation of Commissioners: Jon Anderson's resignation was previously discussed. Tina Ruth also submitted her resignation. Jon will continue until a replacement is named.

Adjournment: Kim made a motion to adjourn, Kirby seconded.

Respectfully submitted,

Tami Furry
Recording Secretary