

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 5/15/2015

UPCOMING MEETINGS ...

➤ [Public Outreach Events for Revision of Zoning Regulations:](#)

Monday, May 18th 3:00 P.M. [Parking Issues Meeting](#), City Manager's Conference Room, City Hall

4:30 P.M. [Open House](#), City Hall Council Chambers

7:00 P.M. [Zoning Workshop 2 \(High Density District\)](#), City Hall Council Chambers

Tuesday, May 19th 7:00 P.M. [Energy Issues Meeting](#), City Hall Memorial Room

Thursday, May 21st 5:15 P.M. [Housing Issues Meeting](#), Police Department Conference Room

7:00 P.M. [Zoning Workshop 3 \(Medium & Low Density Residential Districts\)](#), City Hall Council Chambers

➤ [Other Meetings:](#)

Tuesday, May 19th 5:30 P.M. Design Review Committee Meeting, City Hall Council Chambers

Thursday, May 21st 6:00 P.M. "Friends of the Winooski" Meeting, Senior Activity Center, 58 Barre Street

ATTACHMENTS ...

-  Informational Booklet for Outreach Events Pertaining to the Revision of the City's Zoning Regulations.

CITY MANAGER'S REPORT ...

None this week

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Legal

Hallsmith vs. City, Fraser, Baker – Appealed to Supreme Court. Represented by Bernie Lambek. Oral arguments were held on December 18, 2014. Awaiting decision

VCEA vs. City, Tax Appeal. – Status conference held on Wednesday. Deadlines have been set for filings so that case is ready for hearing by June 15. Represented by Robert Fletcher.

Steuermwald vs. Fraser, Cleveland, City – Case was dismissed but possibility of refileing some portions of it exists. Represented by Nancy Sheahan through VLCT.

Bettis/Powers vs. Bean – Motions being filed. Represented by Nancy Sheahan through VLCT.

Illuzzi vs. City, Law, Motyka, Renaud Bros. – Motions have been filed. Going into mediation. Represented by Constance Tryon Bell through VLCT.

WEEKLY UPDATES FROM DEPARTMENT HEADS ...

Finance Department

- ✓ The Energy Committee has been working with Finance staff over the past few months to gather data on our municipal energy demand and our greenhouse gas emissions. The purpose of this data gathering is to establish a starting point and a process to verify and monitor the progress of Montpelier's official priority to transform to a "Net Zero" Energy Community by 2030.
- ✓ The Finance Director met with members of the Energy Committee this week to review the energy inventory results for the time period 2011-2014. A recommended municipal and operation energy-use baseline (FY2011) has been established. Historical energy demand and greenhouse gas emission information is now summarized in chart and graph form. The analysis of this energy data has generated some possible opportunities to advance our "Net Zero" imitative in the years ahead. Our next steps will be to discuss these opportunities with the City Manager and then report to the City Council.

Planning and Community Development Department Highlights

Review of Solar Contract: The Solar RFP Subcommittee has draft Solar Service Agreements with Novus for two net metered solar arrays. These will be finalized next week and presented to Council on May 27th for consideration.

Zoning Update: The Planning Commission is in the middle of its zoning outreach. See the list of upcoming meetings at the beginning of this report and click on the following link <http://www.placesense.com/doc-list/438-informational-booklet/file> for further details.

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Stormwater Master Plan: Final proposals are due today (5/15) for the Stormwater Master Plan. The RFP Committee will begin to review proposals next week.

Senior Center

- The Montpelier Senior Activity Center recently hosted a **celebration luncheon to recognize the success of the Technology Series** for seniors that were held for three quarters at Main Street Middle School this academic year. We are grateful to MSMS teacher, Don Taylor, and all the 7th and 8th grade students who participated in establishing a great and responsive program for teaching seniors how to improve their skills on computers and other devices. The pilot year went so well that MSAC will continue to offer it in the fall. Thank you to Positive Pie for generously providing pizza and salad at no cost!
- Recruitment is open for the **Dementia Puppet Project at MSAC**, an intergenerational program happening this summer for seniors with memory disorders, middle school and high school aged youth. No Strings Marionette Company will lead a 10 week series (Thursday afternoons starting in July) of creative classes that will include social interaction, production of rod puppets and creation of a public performance in the fall. We will also distribute educational materials about dementia sensitivity and help establish community trainings. With generous financial support from the Reddus Foundation, we are partnering with Central Vermont Council on Aging, the Alzheimer's Association and other community groups to begin this work to make Montpelier a more dementia-friendly city. Interested community members are invited to contact Dan or Janna in our office to learn more or to sign up, by calling 223-2518.

Department of Public Works

DPW is happy to welcome two UVM interns to our administrative staff this week. Zachary Miles and Isabelle Rodrigues de Medonca Camara, both Civil Engineering majors, are updating critical documents, surveys and inventories for Public Works, will sit in on the Stormwater RFP selection process, and undertake field work once construction begins in earnest.

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TOPICS FOR UPCOMING COUNCIL MEETINGS ...

May 27:

Appoint Council Member
Rec Department Transition
Long Term Budget Plan
Downtown Designation
GMTA Circulator Update
One Taylor Street Development Agreement
Sprinkler Ordinance
Greening America's Capitals Update
Solar Proposal

June 10

MHS Students – Project Citizen

June 24



William J. Fraser
City Manager

WHAT IS HAPPENING?

The Montpelier Planning Commission is revising the city's Unified Development Regulations (aka zoning regulations). This is a comprehensive re-write of the adopted regulations. The first draft is available for public review and comment.



WHY RE-WRITE THE REGULATIONS?

The regulations need to be revised to further city goals like addressing parking issues in our downtown, fostering economic and housing growth, and supporting the health of our downtown. How land and building are used and improved impacts everyone in the neighborhood. Well thought out regulations will improve the quality of development and provide guidance to developers on our community's expectations.

WHAT ARE THE GOALS?

- ✓ Streamline development review & permitting processes.
- ✓ Provide flexibility for well-designed & creative projects.
- ✓ Foster residential infill development.
- ✓ Enhance neighborhood character & quality of life.
- ✓ Encourage efficient, walkable & compact development.

WHERE AND WHEN?

We are hosting public outreach events in May and June:

SATURDAY, MAY 9

9 am - 1 pm, **Capital City Farmers Market**, State Street

MONDAY, MAY 11

7 pm, **Zoning Workshop 1 (Urban Center & Riverfront Districts)**
Senior Activity Center, 58 Barre Street

MONDAY, MAY 18

3 pm, **Parking Issues Meeting**, City Hall Manager's Conference Room
4:30-6:30 pm, **Open House**, City Hall Council Chambers
7 pm, **Zoning Workshop 2 (High Density District)**, City Hall in the Council Chambers

TUESDAY, MAY 19

7 pm, **Energy Issues Meeting**, City Hall Memorial Room

THURSDAY, MAY 21

5:15 pm, **Housing Issues Meeting**, Police Department Conference Room
7 pm, **Zoning Workshop 3 (Medium & Low Density Residential Districts)**, City Hall in the Council Chambers

THURSDAY, MAY 28

4:30-6:30 pm, **Open House**, City Hall Council Chambers
7 pm, **Zoning Workshop 4 (Eastern & Western Gateway Districts)**, City Hall in the Council Chambers

MONDAY, JUNE 8

5:30 pm, **Planning Commission Meeting**, City Hall Council Chambers

THURSDAY, JUNE 11

7 pm, **Conservation Issues Meeting**, City Hall Council Chambers



WHAT IS THE PROCESS & TIMELINE?

The Planning Commission released a first draft at the end of April and will be taking feedback on it through early June. This is the first of many opportunities for public involvement in the process. The Planning Commission will then make further revisions based on public comments with a goal of completing that work by the end of the summer.

Once the Planning Commission has a final draft, it will need to hold a warned public hearing on the revised regulations. After that, the draft can be sent to City Council. Council also holds at least one public hearing and then may vote to adopt the revised regulations.

DRAFT ZONING DISTRICTS & NEIGHBORHOODS

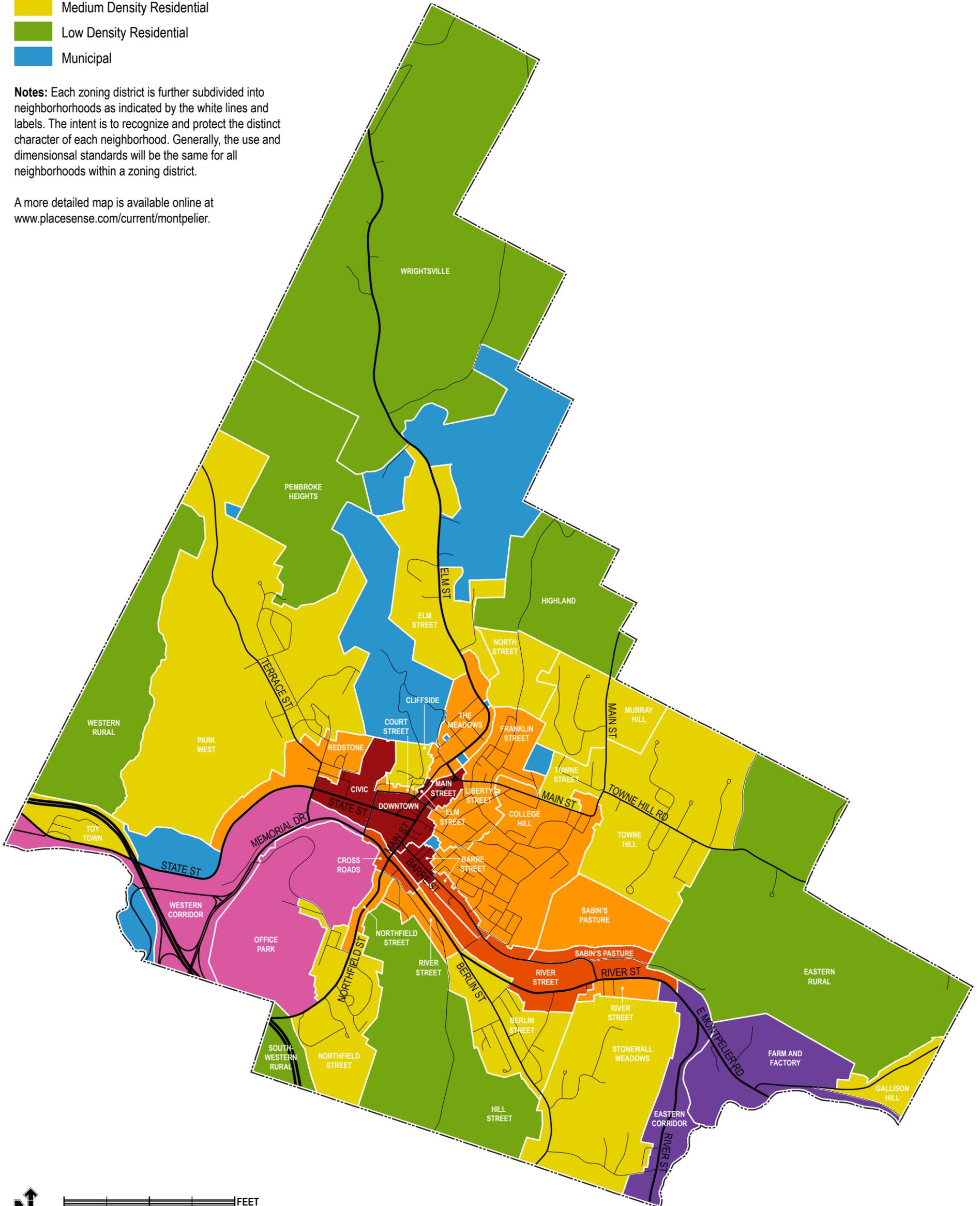
FOR PUBLIC REVIEW AND COMMENT

DRAFT ZONING DISTRICTS

- Urban Center
- Riverfront
- Western Gateway
- Eastern Gateway
- High Density
- Medium Density Residential
- Low Density Residential
- Municipal

Notes: Each zoning district is further subdivided into neighborhoods as indicated by the white lines and labels. The intent is to recognize and protect the distinct character of each neighborhood. Generally, the use and dimensional standards will be the same for all neighborhoods within a zoning district.

A more detailed map is available online at www.placesense.com/current/montpelier.





	URBAN CENTER (UC)	RIVERFRONT (RIV)	WESTERN GATEWAY (WGW)	EASTERN GATEWAY (EGW)	
PURPOSE	Maintain a compact and walkable urban center by preserving historic character and encouraging compatible infill.	Encourage compact, higher-density infill development, particularly multi-family housing, within walking distance of downtown. Recognize the natural constraints and hazards created by the river corridor and encourage redevelopment of the riverfront as a public amenity and greenway corridor.	Encourage the ongoing use of the district for office, governmental and civic uses while protecting significant view of the Statehouse as one enters the city and enhancing pedestrian connections with downtown.	Encourage increased business activity, mixed-use redevelopment and infill development that enhances property values, the quality of construction and site design, and the overall aesthetics of this entrance to the city.	
DIMENSIONS	LOTS	Size: 3,000 sf min / Frontage: 30 ft min	Size: 5,000 sf min / Frontage: 60 ft min Coverage: 80% max / Greenspace: 20% min	Size: 20,000 sf min / Frontage: 120 ft min Coverage: 50% max / Greenspace: 50% min	
	SETBACKS	Front: 0-20 ft Water: 10 ft min	Front: 5-20 ft / Side: 5 ft min / Rear: 10 ft min Water: 10 ft min	Front: 20 ft min / Side: 20 ft min / Rear: 30 ft min Water: 25 to 50 ft min	
	BUILDINGS	Frontage Build-Out: 70% min Height: 2-6 stories / 5th & 6th Story Setback: 16 ft min	Footprint: 12,000 sf max Frontage Build-Out: 50% min Height: 2-3 stories	Height: 24 ft to 6 stories	Height: 24 ft to 4 stories
	DENSITY	Residential: no maximum Floor Area Ratio: 4.0 FAR max	Residential: 24 dwellings/acre max Floor Area Ratio: 2.0 FAR max	Residential: 12 dwellings/acre max Non-Residential: 1.5 FAR max	Residential: 8 dwellings/acre max Non-Residential: 1.5 FAR max
USES	RESIDENTIAL	All residential uses permitted.	All residential uses permitted.	Residential uses are conditional (need DRB approval).	Residential uses are conditional (need DRB approval).
	LODGING	All lodging uses permitted.	All lodging uses permitted.	All lodging uses permitted.	All lodging uses permitted.
	COMMERCIAL	Most commercial uses are permitted (offices, shops, restaurants and bars, banks, business, professional and personal services). Drive-through service only allowed for banks as a conditional use (need DRB approval). Shopping centers and rental/leasing uses also need conditional use approval.	Many commercial uses are permitted (offices, shops, restaurants, banks, business, professional and personal services). Some commercial uses require conditional use approval from the DRB (auto repair, bars, shopping centers, lumber yards). Gasoline stations are conditional, but only in the Cross Roads neighborhood and on the river side of River Street. No drive-through service.	Limited set of commercial uses permitted (offices, professional and business services, banks, shops). Other uses require conditional use approval from the DRB (open markets, bars and restaurants, personal services). Drive-through service only allowed for banks as a conditional use.	Many commercial uses permitted (offices, professional, business and personal services, open markets, gasoline stations, auto repair, lumber yards). Others require conditional use approval from the DRB (bank, shops, shopping centers, bars and restaurants).
	INDUSTRIAL	Light, low-impact industrial uses that occur entirely inside a building are allowed. Most are conditional (need DRB approval).	Light, low-impact industrial uses are permitted (laboratories, publishing, data centers). Other industrial uses require conditional use approval from the DRB (manufacturing, warehousing, wholesale distributors).	Light, low-impact industrial uses require conditional use approval from the DRB (manufacturing, wholesale distributors, publishing, data processing).	Light, low-impact industrial uses are permitted (construction-related, light manufacturing, warehousing, wholesale distributors, publishing, information services). More intensive or heavier industrial uses require conditional use approval from the DRB (large area distribution warehouse, heavy manufacturing, tank farms).
	PUBLIC & INSTITUTIONS	Most public and institutional uses are permitted (gov't offices, schools, daycare, healthcare, human services). A few are conditional (need DRB approval).	Most public and institutional uses are permitted (gov't offices, schools, daycare, healthcare, human services). A few are conditional (need DRB approval).	Most public and institutional uses are permitted (gov't offices, schools, daycare, healthcare, human services).	A few uses are permitted (religious facilities, parks, trade schools, public safety facilities). Some uses require conditional use approval from the DRB (theaters, arenas, gyms, healthcare facilities, colleges, daycare).
	TRANSPORT & UTILITIES	Parking and transit related uses are permitted. Most other public utilities and facilities are conditional (need DRB approval).	Parking and transit related uses are permitted. Most other public utilities and facilities are conditional (need DRB approval).	Parking and transit related uses are permitted. Other transportation uses require conditional use approval from the DRB. Most other public utilities and facilities are conditional.	Many uses are permitted (parking, transit, bus or truck maintenance facilities). Others require conditional use approval from the DRB (truck and freight services, sewer and waste facilities).
	MINING, AG & FORESTRY	Greenhouses, nurseries and agriculture & forestry (in accordance with state law) are permitted. Businesses that support agricultural and forestry uses are conditional (need DRB approval).	Greenhouses, nurseries and agriculture & forestry (in accordance with state law) are permitted. Businesses that support agricultural and forestry use and kennels are conditional (need DRB approval).	Agriculture & forestry (in accordance with state law) are permitted. Businesses that support agricultural and forestry use and mining uses are conditional (need DRB approval).	Many uses are permitted (agriculture & forestry, stables, kennels, greenhouses, nurseries, ag/forestry support businesses). Composting facilities and mining are conditional uses (need DRB approval).
	CHANGES	Consolidates portions of current CB- 1, CB-2 and Civic districts. Minimum lot size reduced. Added maximum front setback, minimum frontage build-out, upper floor setback and floor area ratio. No maximum residential density or minimum parking requirements. More commercial uses permitted. More industrial uses allowed.	Expands current Riverfront district east along Barre Street and across river to commercially developed portions of River Street. Added maximum front setback, building footprint and frontage build-out. Expanded range of allowed uses.	Combines current Office Park district and the portions of the General Business district on the western side of the city. Increased maximum building height. Uses are similar to what is currently allowed with somewhat greater opportunity for residential and lodging uses.	Combines the General Business and Industrial districts on the eastern side of the city. Reduced minimum lot size and maximum lot coverage. Increased minimum lot frontage and maximum building height. Range of uses is similar to current zoning but less opportunity for residential uses.



PURPOSE	HIGH DENSITY (HD) Encourage infill development - including neighborhood-scale businesses and a range of housing choices - while preserving each neighborhood's distinct character and quality.	MEDIUM DENSITY RESIDENTIAL (MDR) Encourage infill development and a range of housing choices while preserving neighborhood character and quality.	LOW DENSITY RESIDENTIAL (LDR) Maintain a low-density settlement pattern and rural character by clustering land development and protecting farmland, forestland, open space and important natural resources.	MUNICIPAL (MUN) Continue to use and conserve parks, recreation facilities, cemeteries and other city-owned land as appropriate to provide municipal services and infrastructure.
DIMENSIONS	LOTS Size: 4,000 sf min / Frontage: 45 ft min Coverage: 70% max / Greenspace: 30% min	LOTS Size: 12,000 sf min / Frontage: 90 ft min Coverage: 40% max / Greenspace: 60% min	LOTS Size: 20,000 sf min / Frontage: 120 ft min Coverage: 20% max / Greenspace: 80% min	
SETBACKS	Front: 10-30 ft / Side: 10 ft min / Rear: 15 ft min Water: 25 ft min	Front: 20-40 ft / Side: 15 ft min / Rear: 30 ft min Water: 25 ft min	Front: 20 ft min / Side: 20 ft min / Rear: 40 ft min Water: 50 ft min	Front: 20 ft min / Side: 40 ft min / Rear: 40 ft min Water: 50 ft min
BUILDINGS	Footprint: 6,000 sf max Height: 24 ft to 3 stories	Footprint: 4,000 sf max Height: 35 ft max	Height: 35 ft max	
DENSITY	Residential: 20 dwellings/acre max Floor Area Ratio: 1.0 FAR max	Residential: 4 dwellings/acre max Floor Area Ratio: 0.5 FAR max	Residential: 1 dwelling per 2 acres max Non-Residential: 0.2 FAR max	
USES	RESIDENTIAL Most residential uses permitted. Multi-family housing with more than 4 units, congregate living and nursing homes are conditional (need DRB approval).	RESIDENTIAL Single-family homes and duplexes are permitted. Other residential uses, including multi-family and congregate housing, are conditional (need DRB approval).	RESIDENTIAL Single-family homes and duplexes are permitted. Townhomes, triplexes and retirement housing allowed with conditional use approval from the DRB.	No residential uses allowed.
LODGING	B&Bs and inns are permitted. Rooming/boarding houses and hotels/motels are conditional (need DRB approval).	B&Bs, inns and rooming/boarding houses are conditional (need DRB approval).	B&Bs, inns and rooming/boarding houses are conditional (need DRB approval).	No lodging uses allowed.
COMMERCIAL	Small offices and professional services are permitted. Other commercial uses require conditional use approval from the DRB (shops, business and personal services, restaurants). Most commercial uses are limited to a maximum of 3,000 sf of floor area.	Small scale businesses are allowed with conditional use approval from the DRB (offices, shops, professional, business and personal services, restaurants). Most commercial uses are limited to a maximum of 3,000 sf of floor area.	A few commercial uses are allowed with conditional use approval from the DRB (veterinarians and animal services, building services like landscaping or pest control, caterers).	No commercial uses allowed.
INDUSTRIAL	A few light, low-impact industrial uses would be allowed with conditional use approval from the DRB (laboratories, media studios, data centers and data processing).	A few low-impact industrial uses are allowed with conditional use approval from the DRB (laboratories, media studios, artisan/craftsperson workshops).	Light industrial uses allowed with conditional use approval from the DRB, along with laboratories, media studios, warehousing, artisan/craftsperson workshops.	No industrial uses allowed.
PUBLIC & INSTITUTIONS	Permitted uses include religious facilities, schools and colleges, libraries, museums, parks, daycare. Other public and institutional uses would be allowed with conditional use approval from the DRB (gov't offices, medical clinics, sports facilities).	Permitted uses include religious facilities, schools, parks. Other public and institutional uses would be allowed with conditional use approval from the DRB (gov't offices, colleges, libraries, museums, medical clinics, sports facilities, daycare).	Permitted uses include religious facilities, parks and cemeteries. Other public and institutional uses would be allowed with conditional use approval from the DRB (theaters, recreation facilities, gov't facilities, educational facilities, daycare).	Most public and institutional uses are allowed. Those that would require conditional use approval from the DRB include sports facilities, camping uses, schools, daycare and human services.
TRANSPORT & UTILITIES	Allowed uses are generally limited to transit facilities and essential services.	Allowed uses are generally limited to transit facilities and essential services.	Allowed uses are generally limited to essential services and communications towers.	Allowed uses include transit facilities, essential services and communication towers.
MINING, AG & FORESTRY	Agriculture & forestry (in accordance with state law) are permitted. Stables, greenhouses and nurseries would be allowed with conditional use approval from the DRB.	Agriculture & forestry (in accordance with state law) are permitted. Stables, greenhouses and nurseries would be allowed with conditional use approval from the DRB.	Agriculture & forestry (in accordance with state law) are permitted, along with stables, kennels, greenhouses, nurseries and game reserves. Composting facilities, mining and ag/forestry support businesses allowed with conditional use approval from the DRB.	Agriculture & forestry (in accordance with state law) are permitted, along with greenhouses and nurseries. Composting facilities and stables would be allowed with conditional use approval from the DRB.
CHANGES	Expands the current High Density district to the north and east, as well as along segments of Northfield, Prospect and River streets. Reducing minimum lot size. Changing how residential density is measured. Adding maximum front setback, maximum footprint, and minimum height. Some expansion in the range of uses allowed.	Reshapes the current Medium Density district to reflect extents of water and sewer service resulting in expansion on the east and west sides. Adding maximum front setback and building footprint. Other setbacks and densities are similar. Range of allowed uses is similar.	Reshapes the current Low Density district leaving only land generally not served by municipal water or sewer. Reducing minimum lot size and reducing maximum density. Fewer commercial uses would be allowed - those allowed are generally land-based or rural in nature.	Places most city-owned land into one district, replacing the Recreation and Cemetery districts. Purpose and allowed uses remains similar to current zoning.

WHAT IS COVERED IN THE DRAFT UNIFIED DEVELOPMENT REGULATIONS?

PART 1. GENERAL

Chapter 100. Legal Framework

Establishes the legal foundation for the regulations.

Chapter 110. Exemptions

Specifies minor land development allowed without a zoning permit.

Chapter 120. Vested Rights and Pre-Existing Development

Preserves the rights of property owners and applicants when there are changes to the regulations.

PART 2. ZONING DISTRICTS & STANDARDS

Chapter 200. General Provisions

Establishes the base and overlay zoning districts and maps.

Chapter 210. Base Districts and Neighborhoods

Describes the use and dimensional standards of the base zoning districts.

Chapter 220. Overlay Zoning Districts

Establishes standards for Historic Design Review for the National Register District and Neighborhood Design Review for surrounding neighborhoods.

PART 3. DEVELOPMENT STANDARDS

Chapter 300. General Standards

Provides supplemental standards that apply to all land and uses.

Chapter 310. Special Use Standards

Provides supplemental standards that address the unique development challenges of certain land uses.

Chapter 320. Site Plan Standards

Establishes standards for development other than single- and two-family homes that requires site plan approval.

Chapter 330. Conditional Use Standards

Establishes standards for conditional uses to ensure that they will be compatible with the neighborhood.

Chapter 340. Planned Unit Development Standards

Establishes standards for PUDs that encourage coordinated and creative land development by providing developers with flexibility and incentives, including provisions for infill housing, cottage housing, new neighborhoods, campuses, zero net energy development and conservation subdivisions.

Chapter 350. Subdivision Standards

Establishes standards for the subdivision of land into two or more lots.

PART 4. ADMINISTRATIVE PROCEDURES

Chapter 400. Functions and Responsibilities

Identifies the city town employees, officials and committee members involved in administering these regulations.

Chapter 410. Fees and Filing Requirements

Authorizes administrative actions such as charging fees and requiring performance bonds.

Chapter 420. Zoning Permit Procedures

Establishes the processes to apply for, review, issue and administer zoning permits and related development approvals.

Chapter 430. Development Review Procedures

Establishes the processes related to various types of development approvals primarily granted by the Development Review Board.

Chapter 440. Subdivision Review Procedures

Establishes the processes related to subdivision of land into 2 or more lots.

Chapter 450. Planned Unit Development Review Procedures

Establishes the processes related to reviewing PUDs.

Chapter 460. Notice, Hearing and Decision Procedures

Establishes the procedures that the Development Review Board will follow when conducting public hearings and issuing decisions.

Chapter 470. Enforcement Procedures

Establishes the procedures related to enforcement of the regulations.

PART 5. DEFINITIONS

Chapter 500. Interpretation

Describes how to interpret common terms used in the regulations.

Chapter 510. Calculations & Measurements

Describes how to make common calculations and measurements under the regulations.

Chapter 520. Land Use Descriptions

Defines the uses listed as permitted or conditional in each zoning district.

Chapter 530. Defined Terms

Defines common terms used in the regulations.

WANT TO LEARN MORE OR COMMENT ON THE PROPOSED REGULATIONS?

The Montpelier Land Use Regulations revision project has a website at www.placesense.com/montpelier where you can find more information about the draft regulations, email us, see the schedule of public events, etc. You can scan the code to visit the website. Comment cards and collection boxes are available at City Hall, Kellog-Hubbard Library, and the Senior Activity Center. You can also stop by or call the Montpelier Planning and Community Development office, 39 Main Street, (802) 262-6269 during regular business hours.

