

**City of Winooski - Planning Commission Meeting Minutes**

27 West Allen St. Winooski VT 05404 / 802 655 6510 / winooski.vt.org



Date and Time of Meeting: Thursday, January 10, 2019 - 6:30pm  
Location of Meeting: Winooski City Hall - 27 West Allen Street  
Names (first and last) of Members Present: Mike O'Brien, Abby Bleything, Pallas Ziporyn, Amy Houghton, Joseph Perron  
Names (first and last) of City Staff Present: Eric Vorwald  
Names (first and last) of Guests Present: Seth Leonard, Regina Mahony  
Call to Order by: Mike O'Brien  
Minutes Recorded by: Eric Vorwald

**I. Call to order**

Minutes/Notes: With a quorum present, Mr. O'Brien called the meeting to order at 6:38pm.

**II. Adjustments to the Agenda**

Minutes/Notes: No adjustments to the agenda were offered.

**III. Public Comment**

Minutes/Notes: No members of the public were present.

**IV. Approve Meeting Minutes from 12.13.18**

Motion by: Pallas to approve minutes as presented      Second: Amy  
Decision: 5 - 0

Minutes/Notes: No changes to the minutes were identified.

**V. City Updates**

Minutes/Notes: Mr. Vorwald noted the Development Review Board would meet on the headworks project on January 17th and the Project Review Committee would meet on January 25th to discuss redevelopment of 401 Main Street.

**VI. Forward Master Plan to City Council**

Motion by: Pallas      Second: Amy  
Decision: 5 - 0 in favor of the motion to forward the draft Master Plan to Council

Minutes/Notes: Mr. Vorwald presented an overview of the process for moving the draft Master Plan forward to Council for their consideration. He noted one comment that came in from a resident regarding neighborhood development areas. The Planning Commission discussed this item at length and decided that the plan did not need to be updated. Next, Ms. Mahony highlighted several changes that were made based on the comments received. The Planning Commission spent additional time discussing the future land use mapping and energy planning materials. After the discussion, Ms. Ziporyn made a motion that was seconded by Ms. Houghton to forward the draft Master Plan to Council with amendments as discussed.



**VII. Appoint Planning Commission Representative to East Allen Scoping Study Steering Committee**

Minutes/Notes: Mr. Vorwald noted the East Allen Street Scoping study was being initiated and a representative from the Planning Commission was requested. Ms. Blything volunteered to represent the Planning Commission. No other nominations were presented. The Planning Commission unanimously agreed to have Ms. Blything represent the Planning Commission on the Steering Committee.

**VIII. Discuss priorities and projects for future Planning Commission meetings**

Minutes/Notes: Mr. Vorwald provided a list of items to the Planning Commission that he has been tracking regarding issues or concerns with the land use regulations. Due to time constraints, it was determined that further discussion would occur at a future meeting.

**IX. Future meeting schedule**

Minutes/Notes: Mr. O'Brien noted that prior to the Master Plan development the Planning Commission only met once a month. He noted that based on workload for the Commission, returning to a once-a-month schedule may be appropriate. The Commission agreed to discuss this at a future meeting.

**X. Other Business**

Minutes/Notes: Mr. Vorwald noted that the next meeting of the Planning Commission was scheduled for January 24th.

**XI. Adjourn**

Motion by: Pallas                      Second: Amy                      Time: 8:10pm