



Date and Time of Meeting: February 21, 2019 - 6:30pm
Location of Meeting: Winooski City Hall - 27 West Allen Street
Names (first and last) of Members Present: Doug Johnson, Chair; Harland Miller, Secretary; Aaron Guyette;; Matt Bacewicz; David Weissberger
Names (first and last) of City Staff Present: Eric Vorwald, AICP
Names (first and last) of Guests Present: See Sign In sheet
Call to Order by: Doug Johnson
Minutes Recorded by: Eric Vorwald

I. Call to order

Minutes/Notes: With a quorum present, Mr. Johnson called the meeting to order at 6:30pm and introduced the members of the DRB that were in attendance.

II. Changes to the Agenda

Minutes/Notes: No changes were provided or suggested.

III. Public Comment

Minutes/Notes: No public comments were offered.

IV. Sketch Plan Review - 64 LaFountain Street

Minutes/Notes: Mr. Vorwald provided an overview of the sketch plan process and noted that this was an updated submission from the previous plan that was reviewed at the November 15, 2018 meeting. He also explained the specific process that would be followed with a sketch plan, preliminary plan, and final plan. Next, he noted the information that was in the agenda related to the project.

Dan Heil, representing the applicant provided an overview of the project. He discussed the specific items that were included in the DRB memo to the applicant identifying specific items to be covered with any updated submissions. In his presentation he noted that several of the items would be addressed during the preliminary and final plan submission including stormwater, roadway details, and emergency services. He also noted that the applicant was requesting a combined preliminary and final plan submission instead of two separate submissions. Following Mr. Heil's presentation the DRB asked questions. These questions related to snow removal and storage; screening and landscaping; parking; and curbing on the roadway.

After the discussion with the DRB, Mr. Johnson opened the floor to members of the public that were present. The discussion continued with general questions and answers about specific items related to the plan and the design. Details, such as the location of open space amenities, mailboxes, trash removal, and screening were addressed related to future plans and the interests of a future homeowners association. Additional discussion related to runoff was addressed and Mr. Heil noted that they would be engaging a wetlands scientist to evaluate the soils and the conditions for characteristics of wetlands. He also discussed the need for grading to be identified with a preliminary submission.



Following this discussion, the DRB deliberated to identify any comments to forward to the applicant. The DRB directed Mr. Vorwald to prepare a letter with several comments and to reiterate the comments from the November 18th letter that were not addressed.

Next, Mr. Miller made a motion that was seconded by Mr. Bacewicz to require the applicant to go thru a preliminary and final PUD review as separate submissions. The vote was 5 - 0 in favor of the motion.

V. Approve Meeting Minutes from 1.17.19

Minutes/Notes: A motion was made by Matt that was seconded by David to approve the minutes as presented. The vote was 5 - 0 in favor.

VI. Other Business

Minutes/Notes: Mr. Vorwald noted that the deadline for submissions to make the March meeting was Friday, February 22nd. No submissions had been received to date.

VII. City Updates

Minutes/Notes: Mr. Vorwald updated the DRB on the status of the appeal of the variance for 77 Hood Street and the status of the hotel and parking structure in Downtown Winooski.

VIII. Adjourn

Motion by: Harland

Second: David

Time: 8:30pm