

I. Call to Order

Members Present: Mike O'Brien, Chair; Brian Colombini; Matt Gile; John Baker; Ruby Tetrick; Trevor Thomas

City Staff Present: Ravi Venkataraman, Director of City Planning

Guests Present: Thomas Renner, Mayor

Call to Order by: Mike

Meeting Start Time: 6:30 pm

Minutes Recorded by: Ravi

II. Changes to the Agenda

None

III. Public Comment

None

IV. Approve Previous Meeting Minutes

Motion by: Matt

Second: Ruby

Decision: Unanimous.

Motion carried

V. Discussion/Approval: Reorganization

Motion by John, seconded by Matt, to elect Mike O'Brien as Chair of the Planning Commission. Voting: Unanimous. Motion carried.

Motion by Matt, seconded by Ruby, to elect John Baker as Vice Chair. Voting: Unanimous. Motion carried.

VI. Discussion: Planning and Zoning Update

Ravi gave a summary of the zoning permits issued during the 2026 fiscal year, as well as the permit applications the Development Review Board and Local Resources Advisory Board reviewed. Ravi gave an overview of the review process for permit applications involving historic buildings, and elements needed for buildings to qualify to be listed on the local historic register. Matt asked if the Planning Commission would be involved in discussions to add or remove new

properties to the Local Historic Register. Ravi said that this process is still a work in progress, because the Local Resources Advisory Board is not tasked with soliciting property owners to list their properties on the register, but that the Planning Commission and City Council have a role in adding and removing properties on the local historic register. Thomas added that the intent of the Local Historic Register is to protect buildings that are intact and are significant landmarks within the City.

Ravi said that internal review processes for zoning permit applications have been refined earlier this year, which now involve Public Works earlier in the review process. Ravi said that this has extended review timelines to 6 to 8 weeks for zoning permit applications. Mike and John said that 6 to 8 weeks for permit review is good when compared to Act 250 or larger cities.

Ravi said that the Building Typologies Report is now complete, and that the Planning Commission can discuss this further at an upcoming meeting.

Ravi said that the commission will be involved in the drafting of the Comprehensive Plan in the coming months, and that he is aware that a larger overhaul of all of the City's long-range plans will be needed eight years from now when the Comprehensive Plan is up for review again.

Ravi gave an updated on electric vehicle charging planning. John asked about statewide requirements for electric vehicle charging. Ravi said that the requirements are in the latest building energy standards, but not in the set of building energy standards currently in use, and that the commission could consider requiring electric vehicle charging instead of only incentivizing building the infrastructure.

VII. Discussion: FY2027 Work Plan

Ravi gave an overview of the draft work plan, showing how it aligns with City Council's Policies, Priorities and Strategies. Ravi said that he is working with Public Works to plan for future growth in the residential districts, and that the Building Typologies project helped with determining the feasibility of buildout on lots in the residential districts. Thomas spoke about prioritizing setting design parameters to make sure future development is in line with the City's interests and character.

Matt asked if the City has any infrastructure constraints. Ravi said that he's not aware of any infrastructure constraints based on the City's current rate of growth, but that he is aware of potential long-term issues Public Works is worried about, like the placement of buildings behind buildings. Ravi said that the City will need to be mindful of which parts can accommodate more growth now, and which parts will need a longer timeframe to accommodate for growth based on current infrastructure.

Ravi said that the next Planning Commission meeting will include a longer discussion on the Comprehensive Plan, with deeper dives into particular sections in the coming months. Brian asked about coordination with other City boards, committees and departments on the development of the Comprehensive Plan. Ravi said that he has met with most boards and commissions multiple times to discuss goals and actions that pertain to them, and that there will be opportunities for the Planning Commission to reach out to them during the drafting of the Comprehensive Plan.

VIII. Discussion: Building Typologies Report – Introduction and Review

Ravi gave an overview of the Building Typologies project. Ravi said that the concept designs are based on typical lot sizes in the Residential B and Residential C Zoning Districts. Ravi said that the consultants concluded that the Residential A Zoning District would not be compatible for the

project based on current densities and transit access. Matt asked about the financial feasibility to develop the concepts. Ravi said that that question was not in the scope of the study, as the consultants worked under the assumption that to build affordable, three-plus bedroom housing, external funding and tax credits would have to be involved. Ravi said that the project provides guidance to developers on the City's interests.

IX. City Updates

A. Updates from the Mayor

Thomas reviewed the recent election, the status of the hotel and housing project on Winooski Falls Way.

B. Updates from the Inclusion and Belonging Commission

C. Updates from City Staff

Ravi talked about the upcoming Comprehensive Plan Open House on August 27th at the Senior Center from 5 pm to 7 pm, and the status of the Armory project.

X. Other Business

XI. Adjourn

Motion by: John

Second: Brian

Meeting End Time: 7:53 pm