

PLANNING COMMISSION

PRELIMINARY MINUTES

October 18, 2022

**6:00 PM
Zoom Meeting**

Ludlow Planning Commission
October 18, 2022 06:00 PM

Join Zoom Meeting

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Meeting ID: 873 8793 6899

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MEMBERS PRESENT:

Terry Carter

Andrea Goldman

Judy Pullinen

Ryan Silvestri

Ted Stryhas

STAFF PRESENT:

Rose Goings

OTHERS PRESENT:

Eric Alden

Martha Harrison

Steve Meyers

Bob Sanford

Lisha Klaiber, Recorder

Okemo Valley TV

I. CALL TO ORDER – ELECTRONIC MEETING GUIDELINES

1. Terry Carter called the meeting to order at 6:01 p.m. She advised that the Electronic Meeting Guidelines are still in effect.

II. ROLL CALL

1. All members are present.

III. CONSIDERATION OF ANY CHANGES, ADDITIONS OR REMOVALS TO THE AGENDA

1. No changes are needed.

IV. **APPROVE MINUTES**

1. Terry Carter advised that the minutes to be approved are from the regular meeting of September 20, 2022.
2. Rose Goings suggested that since Lisha is not here, yet, we table this until the next meeting

V. **COMMENTS FROM CITIZENS**

1. There were none.

NOTE: Terry Carter made changes discussed at this meeting onto the draft sent by Regional.

VI. **VILLAGE ZONING UPDATES (MPG2022)**

● **Andover Street Proposed Changes**

1. Rose Goings said that the list that she sent was what was left and there are some conflicts. INN - the definition at the time wasn't good and it could be brought back. The Green Mountain Inn. Now, she said, we have to remove some of the uses that don't fit and leave the INN with the new definition. She also suggested removing FUNERAL HOME. There is insufficient parking.
2. Terry Carter said it would fit on Sal's property. She said they should change Andover Street to its own district. People have asked for this.
3. Ryan Silvestri said we need to look at future uses and keep in mind what is best for the town. We also have to consider what people want.
4. Terry Carter said we should keep SERVICE STATION.
5. adg said she doesn't understand how we can do this without the definitions.
6. Terry Carter said we would have to warn both.
7. adg said shouldn't we decide on definitions first.
8. Rose Goings said that she had sent definitions to the board. She said that Tony's Auto fits. The definition of an establishment with service or repair and no fuel pumps or retail sales of fuels. We should check that definition.
9. adg asked if the list has been accepted.
10. Rose Goings said no, we are working on it now.
11. Terry Carter said we have looked and tried to narrow things down.
12. jpl asked how do you know how many parking spaces are required.
13. Rose Goings said on page 2 of the memo that she had sent, are the District Standards and you have to consider lot area minimum and the lots are small there. You also have to look at parking standards. You have to look at the uses that will fit in the character of the area. She said that an acre is 43,560 square feet and the lots down there are .17, .24 square feet is 10,000 square feet. She said that if a house sits on the property and maybe a driveway, it would be hard to switch to a commercial use. She said that Sal's lot could hold a multi-family dwelling or an apartment house. She said that there are not many Vet offices, funeral homes or outside recreation uses. She said the Village Residential is missing auto service and day care is protected by statute. Uses: Inn, B&B, Tourist Home, PUD (at Sal's lot), Rooming House, Professional Office residence.
14. Ryan Silvestri asked about Health Care Facility/Nursing Home, Funeral Home and Municipal Government Building.

15. Rose Goings said the Municipal is just another office building.
16. Terry Carter suggested removing Health Care Facility/Nursing Home and Funeral home.
17. Rose Goings suggested they add Auto Service Station. She said that she thinks that Day Care Centers or Child Care are protected by statute.
18. Martha Harrison said she would check.
19. Rose Goings said she thinks Child Care and Group Home are protected.
20. Ryan Silvestri said they should consider adding Apartment House/building. We are short on housing units in Ludlow. We need to look at the definitions.
21. Rose Goings said #7 Multi-unit dwelling has 5 or more long term units and asked if it could be required.
22. Ryan Silvestri said you can't control a lease or the size of a unit. He said that we have the height limitation as 35 feet, we have to maximize workforce housing. He suggested a higher height limitation. He said if we are making a new district, we should consider 1 bedroom, or 2 bedrooms.
23. adg said that size matters when considering the character of the area. For residential, we should put a max on multi-unit dwellings.
24. Rose Goings asked if adg was asking about density under the District standards.. How much should the lot size be before the unit numbers. We talked about parking. She said each unit is currently required to have 2 parking spaces.
25. adg said 1 parking space per unit.
26. Rose Goings said we should consider changing parking requirements. A single family dwelling lot size is 5,000 square feet and non-residential is 10, 000 square feet. The Village Residential - we need to figure density in that area, possibly cut minimum lot size to 2,500 square feet. If they have to go to the DRB, the DRB will require density.
27. Steve Meyers asked what a multiple dwelling unit building is.
28. Andrea Goldman we need to talk about definitions and limits.
29. Rose Goings said there are definitions on page 3, a structure containing 2 or more residential dwelling units, including detached, semi-detached, or multistory structures or any combination thereof. Unit ownership within a Multiple Dwelling Unit Building may be either whole ownership, fractional ownership or any other form of common interest ownership. Some or all of a unit in a Multiple Dwelling Unit Building may be rented to transients. It does not say how many units are allowed.
30. Steve Meyers said he is not comfortable with the definition.
31. Martha Harrison said there are existing regulations and a variety of different definitions; 2 or more 3 or more etc. You have to be careful to be consistent.
32. adg asked if they can qualify it differently in different districts.
33. jpl said it says 2 or more units, is there an upper limit and what is it.
34. Martha Harrison said it is limited by dimension, lot size and parking.
35. Ted Stryhas said it is already limited in the standards: lot size, standards, square footage and parking.
36. Rose Goings said you can't make a house into something it's not.
37. Andrea Goldman asked if parking was the demise of the Green Mountain Inn. We need to consider that in the regulations. What if someone puts 3 lots together, we could end up with 75 units.
38. Terry Carter said we should change the definitions for this district.
39. Rose Goings cautioned the board not to jump into this. Look at the district standards; lot frontage, minimum lot size, building height, access of 25 feet. Don't rush into this. The non-residential uses minimum lot size is 10,000 square feet. She suggested members table this, write down some ideas and come back next month. She will look for more definitions for Multi-family dwellings.

40. Ryan Silvestri said the standards have to coincide with the map. The standards limit the definitions. Do we want to create different standards to put up units? Do we want to encourage a type of construction to give the town more housing? We need to be specific and encourage more apartment style construction and change parking to one space per unit. We need to have better understanding. Knee-jerk reactions will get us in trouble. He suggested increasing building height to 50 feet and if the fire department needs to get a new ladder truck, get it.
41. Rose Goings said it is not going on Andover Street. The 35 feet is by BOCA. She said the condos at Jackson Gore are about 60 feet and there were 2 dissenting votes on that permit.
42. Ryan Silvestri said we need to push for workforce housing.
43. Rose Goings said the zoning regulations has a section about large developments and the requirement to put aside a certain number of units for workforce housing. We did this in 2019. She said we have to be proactive, but 5 units may be too much for Andover Street,
44. Andrea Goldman said the Planning Commission's job is to make recommendations and present them to the Select Board and Trustees. We need to figure out our priorities, then the details. We haven't decided, as a group, our goals.
45. Terry Carter said the residents of Andover Street asked us to change the regulations on Andover Street. This is a timely thing. After that, we can look at the whole town.
46. Steve Meyers said he doesn't feel we have to rush to do this all right now. He understands that they don't want another big building. It didn't fit. There is no rush.
47. Terry Carter said the people on Andover Street think it is a rush.
48. Steve Meyers said he is not against it, but not in a rush and it won't fix the housing issue.
49. Rose Goings said this Andover Street discussion is not part of the grant for the downtown and this board is spending a lot of time on it. Our job is to work for the Village now and do the best we can for them. If we know something will not pass, then putting the time and money into it isn't good, just because that is what this board wants to do. A 60 foot high building on Andover Street won't go. It would be better for you to ask the Trustees before you hold a public meeting.
50. Andrea Goldman says she hasn't heard them say no and it behooves us to continue. We have been talking about this for months.
51. Rose Goings said did you ask them about a 60 foot high building. They won't say it's a good idea, that's what the hotel was going to be.
52. Andrea Goldman said we should discuss definitions.
53. Terry Carter said she has spoken to David Rose and if it doesn't work, it's not worth wasting our time. She wanted to continue working on the list for VR2.
54. jpl asked what a PUD is?
55. Terry Carter said planned unit development and that would go to the DRB.
56. jpl said to remove the Vet Office. She suggested changing Day Care to Child Care as Day Care is outdated.
57. Terry Carter said we need to look for a definition.
58. jpl asked about Child Care Center or Family In Home.
59. Ryan Silvestri said it's based on the number of children.
60. jpl said it has to be licensed.
61. Martha Harrison said the definition is not there- it say Day Care Center
62. Terry Carter said to keep it.
63. Martha Harrison said the state also has Child Care in home with fewer than 6 children.
64. Terry Carter said to limit Day Care to 6.
65. Rose Goings said that is a permitted use in statute.
66. Terry Carter asked about changing Multi-unit dwelling to 2,500 square feet.
67. Martha Harrison said the lot area minimum should cover that.

68. Rose Goings said it is per dwelling unit. Currently 3 units would be 15,000 square feet. If you change it to 2,500 square feet per unit, you can clarify it in the definitions. She said that Steve Meyers also mentioned changing parking. It is now 2 spaces required, we could drop it to one.
69. Terry Carter said she wants to have the public hearing at next month's meeting. Then, go to the Trustees.
70. Steve Meyers said this is more radical or aggressive than anything he has seen in 20 years and it is not a giant rush.
71. Rose Goings said in a sense, she is also nervous about rushing this along. We have 2-family, parking, multi-family, auto service and other missing definitions.
72. Terry Carter suggested tabling this until the next meeting.
73. Rose Goings said she will work on this and match the definitions. Don't rush this.
74. Terry Carter said we aren't rushing it, we have been discussing it for a few months. She said that David Rose seemed to be fine with it.
75. Rose Goings said she has to leave at 7:30.
76. Martha Harrison said they will need a purpose statement and map.
77. jpl suggested that their next meeting should be in person as the process is more difficult by zoom.
78. Ryan Silvestri said we also need to look at the tax maps. He agreed that it is more organized in person.
79. Ted Stryhas agreed that they should have in-person meetings.
80. Terry Carter said there are health concerns and that she has COVID now. She asked Martha Harrison if she could have the maps for the next meeting.
81. Martha Harrison said she would try to mock something up for the next meeting.

● **PRESERVATION DISTRICT PROPOSED CHANGES**

1. Terry Carter said that at their last meeting, they had added Art Store and she asked the board to reconsider. She wants it removed.
2. Andrea Goldman said it says retail if it fits in the area.
3. Terry Carter said she wants it to look historical and is afraid of a Michael's or Joann's.
4. Ryan Silvestri said the lots there are not big enough...there is not one single property that could hold it.
5. Terry Carter said she wants to remove it and also does not want to have something that would lure people away from the downtown.
6. Ryan Silvestri said it is primarily residential.
7. Andrea Goldman asked about Multi unit.
8. Ryan Silvestri said it's in the chart.
9. Terry Carter said 5,000 square feet.

● **DEFINITIONS UPDATE**

1. Rose Goings said that she had sent the board the definitions that Martha Harrison had recommended.
2. Terry Carter noted that B&B is 10 or fewer rooms and a maximum of 20 people.
3. Andrea Goldman said why limit both the number of rooms and number of people. Also, why no more than 20 guests.
4. Rose Goings said sewer allocations, septic and too many people in one room.

5. Ted Stryhas said also fire safety.
6. Rose Goings said the INN or MOTEL definitions have 25 rooms. She said she is not sure where the calculations come from. It's all about public safety. She said you can add 2 people per bedroom to INN if they have a state wastewater permit.
7. Andrea Goldman said we should remove the limitation to 20 guests.
8. Ryan Silvestri said with 10 or fewer rooms, it is 2 people per bedroom.
9. Martha Harrison said that the Manchester regulations have both the number of rooms and guests.
10. Rose Goings said there is nothing wrong with telling them how many guests they can have.
11. Andrea Goldman asked if they could include a cot for a child. It is unnecessary to limit the number of people.
12. Rose Goings said we have to do what the Fire Marshal says. If he approves a CO, then we can also approve a CO.
13. Andrea Goldman wanted to take out the number of adults per bedroom. It is overly complicated.
14. Rose Goings suggested that we follow Septic definitions from the state.
15. Ted Stryhas said the wastewater permit will tell you.
16. Rose Goings said that is statewide. She will look into if it is 2 persons per bedroom and/or baby.
17. Ted Stryhas said it is easiest to go with the State.
18. Andrea Goldman said she would like to see it, and will take a look at it.
19. Rose Goings said their rules (State) rule.
20. Ted Stryhas agreed that they should follow the state rules.
21. Judy Pullinen said that a B&B has 10 or fewer rooms and the state will qualify their allowed number of people.
22. Ted Stryhas said yes. He said leave it up to the state.
23. Terry Carter said it is a residential area and we should look at INN and be more specific.
24. Judy Pullinen said the state will tell what the occupancy should be.
25. Ryan Silvestri said we also should define HOTEL for the future.
26. Judy Pullinen said not to put the state definitions in and leave them as they are.

II. OTHER BUSINESS

1. There was none

III. ADJOURN

1. **MOTION by Judy Pullinen and seconded by Andrea Goldman to adjourn this meeting. Motion passed unanimously.**
2. Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Lisha Klaiber

Terry Carter, Chairman

Ryan Silvestri

Andi Goldman

Ted Stryhas

Judy Pullinen