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TOWN OF BURLINGTON

Meeting Minutes

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DEPT./BOARD: Subcommittee on Stormwater Article, General Bylaw Review Committee

DATE: February 10, 2021

TIME: 5:00 p.m.

PLACE: Remote via Zoom

MEMBERS IN ATTENDANCE: Chair David Miller; Scott Martin; Sandra MacKay; John Keeley; Eileen Coleman

Minutes

Chair David Miller called the meeting to order at 5:00 p.m.

Accept minutes of previous meeting

Members voted to accept the minutes of the February 3, 2021 Subcommittee meeting, 3-0-0.

Review of edits/changes made at previous meeting

The subcommittee members reviewed the changes and edits to the Stormwater Article, sections 6.0 to 6.5, that were made at last week's meeting. Eileen Coleman, sharing her screen of the working document, reviewed the changes that were made as decided at the previous meeting. Some further changes regarding punctuation were suggested by Sandra and incorporated.

Continuing review and edits

Subcommittee members continued their review and edits of the Stormwater Article, starting at section 6.6.

Dave suggested that the next sections be reorganized according to site size, to make the Article more user friendly to those who are looking for information. He said that regulations for sites greater than 20,000 sq. ft. – Standard Permit – be grouped together in one section, and that regulations for sites from 10,000 to 20,000 sq. ft. – Abbreviated Permit – be grouped together in another section.





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Reviewing these sections, members made edits such as using “shall” instead of “will;” inserting headings on all subsections to be consistent; editing longer sentences into two sentences; reorganizing sections and subsections; and making punctuation and numbering changes.

John said that section 6.6.2 could be edited into “something much shorter and cleaner” and offered to rewrite these paragraphs before the next meeting. He said that the reference to the Planning Board was not needed in the sections regarding the Abbreviated Permit, as those applications are handled by the Conservation Commission and are not delegated. He and Eileen will write and insert information in 6.6.2 about public hearings that are scheduled when a Standard Permit application is submitted, so that applicants are aware of all steps in the process.

Members were in consensus that most descriptions, which are currently repeated throughout the Article, should be included into the Definitions section instead, and then referenced as needed. Members confirmed the definitions of Standard Erosion & Sedimentation Control Permit, and Abbreviated Erosion & Sedimentation Control Permit.

Paragraphs about the contents of an application package, for Standard Permits and for Abbreviated Permits, were moved to the applications sections for each type of permit.

The section on Performance Standards, required by the EPA, was reviewed. Members made suggestions for wording changes to improve clarity.

Adjournment

Upon a motion by John, seconded by Sandra, members voted to adjourn the meeting at 6:38 p.m., 5-0-0.

Next Meeting:

Article XIV discussion will continue at the monthly General Bylaw Review Committee meeting on February 16, 2021 at 6:30 p.m.

