

# REGULAR MEETING AND PUBLIC HEARING AGENDA



Wednesday, July 16, 2014 - 6:00 p.m.  
CCRPC Offices; 110 W. Canal Street, Suite 202  
Winooski, VT 05404

## CONSENT AGENDA –

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## DELIBERATIVE AGENDA

1. Call to Order; Changes to the Agenda
2. Public Comment Period on Items NOT on the Agenda
3. Action on Consent Agenda (MPO Business) (Action; 5 minutes)
4. Approve Minutes of June 18, 2014 Meeting\* (Action; 5 minutes)
5. FY15-18 Transportation Improvement Program (TIP) (MPO Business)
  - a. Presentation & Public Hearing (Information: 30 minutes)
  - b. Approval of the TIP\* (Action: 5 minutes)
  - c. Certification of the Planning Process\* (Action: 5 minutes)
6. Draft Public Engagement Plan Presentation and Warn Public Hearing (Action: 30 minutes)
7. Act 250 – Shelburne Green, LLC; Shelburne; App# 4C0822-5\* (Action/Information: 10 minutes)
8. FY15 Schedule of Meetings\* (Action: 5 minutes)
9. Solicitation and Appointment of Members to serve on Committees \* (Action/Information: 15 minutes)
10. Solicitation of Regional Board Members (Information, 5 minutes)
11. Executive and MPO Directors' Updates (Information; 15 minutes)
12. Committee/Liaison Activities & Reports \* (Information, 5 minutes)
  - a. Executive Committee (draft minutes June 4<sup>th</sup> and 18<sup>th</sup> & July 2<sup>nd</sup>)\*
    - i. Act 250 Sec 248 letters\*
  - b. Transportation Advisory Committee (draft minutes June 3<sup>rd</sup>)\*
  - c. Public Participation Plan Committee (meeting summary May 15<sup>th</sup> and June 30<sup>th</sup>)\*
  - d. Planning Advisory Committee (meeting minutes May 21st)
13. Members' Items, Other Business (Information, 5 minutes)
14. Adjourn

The July 16<sup>th</sup> Chittenden County RPC meeting will air on Friday, July 25, 2014 at 8 p.m. and repeat on Saturday, July 26, 2014 at 1am and 7am and available on the web at: <http://www.cctv.org/watch-tv/programs/chittenden-county-regional-planning-commission-42>

## **NO AUGUST MEETINGS FOR TAC OR CCRPC BOARD**

Upcoming Meetings - Unless otherwise noted, all meetings are held at our offices:

- Executive Committee, Wednesday, August 6, 2014; 5:45 p.m.
- **NOTE – No CCRPC Board Meeting in August**
- Transportation Advisory Committee – Tuesday, September 2, 2014; 9:00 a.m.
- Executive Committee, Wednesday, September 3, 2014; 5:45 p.m.
- CCRPC Meeting - Wednesday, September 17, 2014; 6:00 p.m.

*In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Emma Long, CCRPC Title VI Coordinator, at 802-846-4490 ext 21 or [elong@ccrpcvt.org](mailto:elong@ccrpcvt.org), no later than 3 business days prior to the meeting for which services are requested.*

**Chittenden County Regional Planning Commission**  
**Annual Meeting Minutes DRAFT**

**Date:** Wednesday, June 18, 2014  
**Time:** 7:00 p.m.  
**Place:** Dion Family Student Center, St. Michael's College Campus, Colchester, VT 05446

**Members:**

8 Bolton, Absent	20 St. George, Debra Kobus
9 Buels Gore, Absent	21 Shelburne, John Zicconi
10 Burlington, Andy Montroll	22 S. Burlington, Sandy Dooley
11 Charlotte, Absent	23 Underhill, Brian Bigelow
12 Colchester, Marc Landry	24 Westford, Dave Tilton
13 Essex, Jeff Carr	25 Williston, Chris Roy
14 Essex Junction, Dan Kerin	26 Winooski, Absent
15 Hinesburg, Absent	27 VTrans, Brian Searles
16 Huntington, Absent	28 Socio/Econ/Housing, Justin Dextrateur
17 Jericho, Catherine McMains	29 Conservation/Environment, Don Meals
18 Milton, Lou Mossey	30 Industrial/Business, Tim Baechle
19 Richmond, Chris Granda	31 Agriculture, No Representative

**Ex-Officio (non-voting):**

34 Burlington Int'l Airport, Absent	37 FTA, Absent
35 CCTA, Absent	38 Railroad Industry, Charles Hunter
36 FHWA, Chris Jolly	

**Others:**

40 James Ajith, Leadership participant	56 Jacqueline Marshall, CCTV
41 Pam Baker, staff guest	57 Sara Martinez de Osaba, Leadership
42 Jim Brangan, staff guest	58 Brent Meacham, Westford Road Foreman
43 Jeanine Bunzigiye, Leadership participant	59 David Mears, DEC Commissioner
44 Amy Carmola, United Way	60 Diane Meyerhoff, Third Sector Assoc.
45 Jillian Charest, Staff guest	61 Isha Mohamed, Leadership participant
46 Patricia Coates, Sen. Leahy staff	62 Jeff Munger, Sen. Sanders staff
47 Chris Cole, VTrans	63 Rep. Linda Myers
48 Kristopher Crown, St. George SB	64 Bryan Osborne, Colchester Public Works
49 Chol Dhoor, Leadership participant	65 Peter Owens, Burlington CEDO
50 Dawn Francis, Colchester Town Mgr.	66 Robin Pierce, Essex Jct. Dev. Director
51 Charles Hunter, New England Central RR	67 Nadine Scibek, Colchester Selectboard
52 Noor Ibrahim, Leadership Participant	68 Maida Townsend
53 Phet Keomanyvanh, staff guest	69 Chris Vaughn, staff guest
54 Sen. Ginny Lyons	70 Miles Waite, Conservation alt. candidate
55 Maryan Maalin, Leadership participant	71

**Staff:**

73 Dan Albrecht, Senior Planner	81 Chris Dubin, Transportation Planner
74 Charlie Baker, Executive Director	82 Bernadette Ferenc, Trans. Business Mgr.
75 Michele Boomhower, Asst/MPO Director	83 Christine Forde, Senior Trans. Planner
76 Pam Brangan, Senior Planner	84 Peter Keating, Senior Trans. Planner
77 Jason Charest, Sr. Trans. Planning Engineer	85 Lee Krohn, Senior Planner
78 Eleni Churchill, Sr. Trans. Planning Engineer	86 Emma Long, Communication Manager
79 Forest Cohen, Business Manager	87 Melanie Needle, Senior Planner
80 Bryan Davis, Sr. Transportation Planner	88 Sai Sarepalli, Trans. Planning Engineer

1  
2  
3 **1. Call to Order & Changes to the Agenda**

4 The meeting was called to order at 7:08PM by the Chair, Lou Mossey.  
5

6 **2. Public Comment Period on Items NOT on the Agenda**

7 There were none.  
8

9 **3. Approve Consent Agenda (MPO Business)**

10 JEFF CARR MADE A MOTION, DULY SECONDED BY MARC LANDRY, TO APPROVE THE CONSENT AGENDA  
11 FOR MINOR AMENDMENTS TO THE FY2014 TRANSPORTATION IMPROVEMENT PROGRAM. THE  
12 MOTION CARRIED UNANIMOUSLY.  
13  
14  
15

16 **4. Approve Minutes of May 21, 2014 Meeting**

17 CATHERINE MCMAINS MADE A MOTION, DULY SECONDED BY MARC LANDRY, TO APPROVE THE  
18 MINUTES OF MAY 21, 2014 WITH CORRECTIONS. During discussion, Catherine McMains offered two  
19 corrections:

- 20 - Page 1, line 24, "Westford, Dave Absent" to "Westford, Absent"  
21 - Page 3, line 20, "...thatdocment..." to "...that the document"  
22

23 THE MOTION CARRIED UNANIMOUSLY WITH SIX ABSTENTIONS FROM CHRIS ROY, JEFF CARR, JUSTIN  
24 DEXTRADEUR, DAVE TILTON, DAN KERIN, AND CHRIS GRANDA.  
25

26 **5. Town Plan Approvals**

27 ***5a. Shelburne Comprehensive Plan***

28 Catherine McMains encouraged municipalities to incorporate elements of the newly adopted Climate  
29 Action Plan into their plans. Jeff Carr responded that we need not compel municipalities to act; rather  
30 they should do as they see fit. JOHN ZICCONI MADE A MOTION, DULY SECONDED BY CATHERINE  
31 MCMAINS, TO APPROVE THE SHELBURNE COMPREHENSIVE PLAN AND CONFIRM THE TOWN OF  
32 SHELBURNE'S PLANNING PROCESS IN ACCORDANCE WITH THE ATTACHED RESOLUTION. THE MOTION  
33 CARRIED UNANIMOUSLY BY VOTE OF THE MUNICIPAL REPRESENTATIVES.  
34

35 **6. Election of Officers and Executive Committee for FY2015**

36 There were no nominations from the floor. Marc Landry, Chair of the Board Development Committee,  
37 read the slate of recommended FY2015 officers: Andy Montroll, Chair; Chris Roy, Vice Chair; Debra  
38 Korbus, Secretary/Treasurer; John Zicconi, At-large for Towns over 5,000; Andrea Morgante, At-large  
39 for Towns under 5,000; and Louis Mossey, Immediate Past Chair. JEFF CARR MADE A MOTION, DULY  
40 SECONDED BY DAN KERIN, TO APPROVE THE RECOMMENDED FY2015 SLATE OF OFFICERS. THE  
41 MOTION CARRIED UNANIMOUSLY.  
42

43 **7. Warn Public Hearing for the FY2015-2018 Transportation Improvement Program (TIP)**

44 JEFF CARR MADE A MOTION, DULY SECONDED BY MARC LANDRY TO WARN A PUBLIC HEARING ON THE  
45 DRAFT FY2015-2018 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO TAKE PLACE AT THE JULY  
46 16, 2014 CCRPC COMMISSION MEETING. THE MOTION CARRIED UNANIMOUSLY.  
47

1 **8. Solicitation and Appointment of ad hoc Total Maximum Daily Load (TMDL) Committee**

2 The Chair will appoint an ad hoc TMDL Committee to provide input to the Vermont Department of  
3 Environmental Conservation and the 2015 legislative session regarding the Lake Champlain TMDL  
4 implementation. Volunteer are being sought for the committee; Don Meals and Justin Dextradeur have  
5 volunteered. Charlie and Andy will accept additional names.  
6

7 **9. Executive and MPO Directors' Updates**

8 Charlie reflected on the year's work, mentioning the approval of the ECOS plan one year ago, the  
9 implementation of the ECOS Indicators Report, and the completion of the CIRC Alternatives Task Force  
10 work. Lou Mossey thanked everyone for their professionalism, interest, and preparation for  
11 Commission meetings. Andy Montroll, incoming Chair, thanked Lou for his service.  
12

13 **10. Adjourn**

14 CHRIS ROY MADE A MOTION, DULY SECONDED BY JEFF CARR, TO ADJOURN AT 7:20PM. THE MOTION  
15 CARRIED UNANIMOUSLY.  
16

17 The meeting was followed by a presentation of Certificates of Achievement for the People of Color  
18 Leadership Training members; and a presentation by Commissioner David Mears of the Vermont  
19 Department of Environmental Conservation.  
20

21 Respectfully submitted,  
22 Diane Meyerhoff

**Chittenden County Regional Planning Commission (CCRPC)  
Resolution**

**Shelburne's Comprehensive Plan Update & Planning Process**

WHEREAS, Title 24, V.S.A. § 4350 in part requires that CCRPC shall review the municipal planning process of our member municipalities including review of plans; that each review shall include a public hearing which is noticed as provided in 24 V.S.A. § 4350(b); and that before approving a plan the Commission shall find that it:

1. is consistent with the goals established in Section 4302 of this title;
2. is compatible with its Regional Plan;
3. is compatible with approved plans of other municipalities in the region;
4. contains all the elements included in § 4382(a)(1)-(11) of this Title.

WHEREAS, the CCRPC at its May 22, 2013 meeting approved the *CCRPC Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans* dealing with local plans and CCRPC action; and

WHEREAS, The Town of Shelburne, Vermont is a member municipality of this Commission; and

WHEREAS, The Town of Shelburne's Selectboard adopted the 2014 Comprehensive Plan on February 25, 2014; and

WHEREAS, The Town of Shelburne formally requested CCRPC to approve its Comprehensive Plan update and confirm its planning process; and

WHEREAS, The Planning Advisory Committee reviewed the Comprehensive Plan update and planning process; and

WHEREAS, the Planning Advisory Committee held a warned public hearing at the CCRPC, located at 101 W. Canal Street, Suite 202, Winooski, Vermont on May 21, 2014 at 3:40 PM, reviewed the records and recommended that, upon Selectboard adoption, the Commission approve Shelburne's Comprehensive Plan update as meeting the requirements of 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans* and confirms the community's planning process as consistent with Title 24, Chapter 117.

NOW, THEREFORE, BE IT RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans*, CCRPC approves Shelburne's Comprehensive Plan update and the Commission finds that said Comprehensive Plan:

1. is consistent with the goals established in Section 4302 of Title 24;
2. is compatible with the *2013 Chittenden County Regional Plan, entitled the ECOS Plan*, adopted June 19, 2013;
3. is compatible with the approved plans from other adjacent Chittenden County municipalities; and
4. contains all the elements included in § 4382(a)(1)-(11) and/or is making substantial progress toward attainment of the elements of this subsection;

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans*, CCRPC confirms the Town of Shelburne's municipal planning process.

Dated at Colchester, this 18<sup>th</sup> day of June, 2014.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

  
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Lou Mossey, Chair