

FY2017 ANNUAL REPORT

Underhill

The Chittenden County Regional Planning Commission (CCRPC) is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. Its vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region's livability. The CCRPC serves as the region's federally designated metropolitan planning organization (MPO) and is responsible to all citizens of the region to ensure the implementation of the best regional and transportation plan for Chittenden County. The CCRPC also provides technical and planning assistance to its member municipalities and the Vermont Agency of Transportation (VTrans).

The CCRPC is governed by a 29-member board consisting of one representative from each of the County's 19 municipalities; transportation representatives from VTrans, Green Mountain Transit (GMT), Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Burlington International Airport (BIA), and a rail industry representative; and, at-large members representing the interests of agriculture; environmental/conservation; business; and housing/socio-economic. The legislative body of each Chittenden County municipality selects its own representative and alternate. The full CCRPC selects the at-large representatives.

The CCRPC appreciates the continued opportunity to work with its municipal members to plan appropriately for the region's future to protect and improve the special quality of life that is shared throughout Chittenden County. In FY17, the CCRPC invested about \$5.1 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, public health, training, and technical assistance. The program leverages more than \$4.5 million in Federal and State investment with \$245,000 in municipal dues and another \$187,000 in local match for specific projects—**an 11:1 return on investment**. Underhill's dues were \$4,638 in FY17 and \$4,511 in FY18.

Underhill representatives to the CCRPC Board and other committees in FY17 were:

- CCRPC representative – Brian Bigelow
- CCRPC alternate – David Rogers
- Transportation Advisory Committee (TAC) – Brian Bigelow
- Planning Advisory Committee (PAC) – Andrew Strniste
- Clean Water Advisory Committee (CWAC) – Brian Bigelow
- All-Hazards Mitigation Plan Update Committee – Rachel Fifield/Brian Bigelow

Specific activities the CCRPC is engaged in with Underhill, as well as CCRPC's regional activities, are discussed in the following sections.

UNDERHILL ACTIVITIES

In FY2017, the CCRPC provided direct assistance to Underhill on the following projects and initiatives:

- **Underhill Stormwater Master Plan** – The CCRPC worked with Underhill staff to secure a grant from the Vermont Department of Environmental Conservation (DEC) as part of the State’s Clean Water Initiative to develop a stormwater master plan. The Plan will focus improvements on the village centers of Underhill Flats and Underhill Center to manage and improve the functioning of its aging stormwater infrastructure. The completion of this initiative is anticipated in the spring of 2018.
- **Route 15 Sidewalk Project** – CCRPC staff served as the Local Project Manager at the request of the municipality. In this role staff provided overall project management, assisted with design/engineering and construction contractor solicitation and selection, served as a liaison among all parties, reviewed and commented on draft plans and documents, arranged and participated in project meetings, ensured all necessary permits were acquired and facilitated other project management duties. The construction of this sidewalk project will be completed in 2018.
- **Grants-in-Aid Program** – CCRPC staff coordinated with the state, Northwest RPC and other RPCs to initiate the Grants-in-Aid Program. This included sending out the announcement of the program, inviting municipalities to participate in the program, providing information related to hydrologically connected segments and responding to additional questions from interested municipalities.
- **FEMA Pre-Disaster Mitigation** – CCRPC staff worked with municipal staff to prepare the required update to Underhill’s All-Hazard Mitigation Plan and submit it to the Vermont Dept. of Emergency Management and Homeland Security for review and for final approval by FEMA.
- **Emergency Management – LEOP:** Staff offered assistance with the annual local emergency operations plan (LEOP) to ensure the municipality is prepared in the event of a disaster.
- **Geographic Information Systems** – Staff updated Underhill bridge data in VTCulverts, added the designated Underhill Village Center to CCRPC GIS data layers and created an online map viewer: <http://map.ccrpcvt.org/underhillmapviewer/>
- **VTrans Better Roads Program & Municipal Roads General Permit** – The CCRPC applied for Category A funds through VTrans’ Better Roads Program to conduct municipal road erosion inventories for the town of Underhill in preparation of the state’s Municipal Roads General Permit (MRGP). CCRPC interns and staff conducted the inventories in the summer of 2016 and prioritized the erosion sites based on established criteria and in close consultation with the town.
- **Municipal Infrastructure Inventories** – Culvert, pavement and sign inventories were updated.
- **Traffic Counts** – The CCRPC conducted two roadway (AADT) counts in support of Underhill’s transportation projects and studies (<http://vtrans.ms2soft.com/>).
- **Technical Assistance** – CCRPC staff provided a variety of technical assistance to the town, including:
 - provided assistance with an FY18 UPWP application to facilitate the development of a

- capital improvement plan;
- offered gap assistance with development review;
- worked with GMT and Underhill staff to discuss future transit operations within the town.

Underhill Projects in the Transportation Improvement Program (TIP)

The TIP (<http://www.ccrpcvt.org/our-work/our-plans/transportation-improvement-program/>) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal transportation funds, each transportation project, program or operation must be authorized through the TIP. Underhill projects included in the TIP are listed below. These projects are also identified in the FY2018 Vermont Agency of Transportation Capital Program for design or construction.

- **VT15/Underhill Flats Sidewalk** – \$453,000 project funded with a 2013 Bike/Ped Grant of \$342,022 for the construction of 2,640 feet of sidewalk along VT 15 from Park St to Dumas. Sidewalk to be constructed in FY2018.
- **VT15 Paving** - \$5.7 million to pave VT15 the Essex Junction/Essex town line to approximately North Underhill Station Road. Paving to be done in FY19.
- **VT15 Paving** – \$5.7 million project to pave VT15 approximately from North Underhill Station Road to Cambridge. Paving to be done in FY2020.

REGIONAL ACTIVITIES

- **Legislative Forum** – Hosted the 2016 Legislative Breakfast in December as a forum for a short, focused conversation with local legislators and municipal representatives on key issues and high interest topics important to area municipalities for the 2017-2018 legislative session, including: housing, water quality, and municipal shared services. (<http://www.ccrpcvt.org/about-us/commission/policies-positions/>)
- **ECOS Plan and Annual Report** – Updates to the energy, transportation and economic development sections of the 2018 ECOS Plan update got started. The [2016 Annual Report](#) is a summary that highlights regional accomplishments, trends, and high priority actions. The ECOS Plan is the combined Regional Plan, Metropolitan Transportation Plan, and Comprehensive Economic Development Strategy for Chittenden County. The ECOS Scorecard is our online platform that hosts the ECOS Partners’ shared measurement system that monitors how Chittenden County is doing with regard to achieving our shared ECOS goals. (<https://app.resultsscorecard.com/Scorecard/Embed/8502>)
- **Population, Housing, & Employment Forecasts** – To prepare for the 2018 update of the ECOS Plan, the CCRPC updated the county’s population, housing, and employment projections. These projections to 2050 will serve as inputs to the Energy Plan and to the Travel Demand Model, which will be used in updating the Metropolitan Transportation Plan. (<http://www.ccrpcvt.org/our-work/our-plans/ecos-regional-plan/>)
- **Regional Dispatch Implementation Study** – The CCRPC is supporting Burlington, Colchester, Essex, Milton, Shelburne, South Burlington, Williston and Winooski, in developing a plan for a

consolidated regional dispatch environment for law enforcement, fire and rescue resources.
<http://www.ccrpcvt.org/our-work/emergency-management/regional-dispatch/>

- **Emergency Management** – CCRPC, with Local Emergency Planning Committee 1 (LEPC 1 <http://www.ccrpcvt.org/about-us/committees/local-emergency-planning-committee/>), served as a key conduit between the City and the State in sharing damage assessment information after disasters, helped with emergency preparedness for hazardous materials incidents, hosted workshops on a wide array of emergency preparedness topics, and facilitated Incident Command System training.
- **All-Hazards Mitigation Plan** – CCRPC staff, in consultation with municipal staff, prepared the 2017 Chittenden County Multi-Jurisdictional All-Hazards Mitigation Plan which was formally approved by FEMA in March 2017. CCRPC staff also prepared individual Hazard Mitigation Plans for each municipality as mentioned above. The Hazard Mitigation Plan Committee, with CCRPC staff support, developed comprehensive countywide mitigation strategies.
(<http://www.ccrpcvt.org/our-work/emergency-management/hazard-mitigation-plan/>)
- **Transportation Demand Management** – The CCRPC, along with regional and state partners, continued hosting **Go! Chittenden County**, a one-stop-shop for information and advice about our region’s transportation resources (www.gochittendencounty.org). The CCRPC continues promoting the annual **Way to Go! Challenge** (www.waytogovt.org) to encourage sustainable transportation (non-single occupant vehicle travel) and demonstrate the environmental and financial benefits. The CCRPC also launched the **Travel Smarter** (www.TravelSmarterVT.org) platform and campaign, a trip planner that provides a side-by-side comparison of the time, costs, distance, and calories associated with driving, biking, walking, and taking the bus, which is now a statewide program of VTrans.
- **Regional Active Transportation Plan** – The CCRPC approved the Regional Pedestrian-Bicycle Plan to identify and make recommendations for a comprehensive, connected, accessible and safe regional network for walking and biking. (<http://www.ccrpcvt.org/our-work/our-plans/regional-bikeped-plan/>)
- **Functional Classification Updates** – The CCRPC conducted a comprehensive review of the Chittenden County functional classification system to ensure that all roadways in the county are properly classified according to Federal Highway Administration (FHWA) guidelines. Feedback was solicited from each Chittenden County municipality and updates were made based on the input received. On March 22, the CCRPC Board took action to request that the Vermont Agency of Transportation (VTrans) petition FHWA to reclassify 64 roadways in Chittenden County. All functional classification changes were approved by FHWA in September. The roadway classification changes have been added to an interactive online map.
(<http://map.ccrpcvt.org/functionalclass/>).
- **Regional Energy Plan Project** – The CCRPC is developing a focused Regional Energy Plan to advance the State’s Comprehensive Energy Plan’s climate and energy goals while also being consistent with municipal and regional land use plans. The CCRPC also developed Municipal Energy Data Guides for each municipality to support local planning and to assist municipalities with understanding their role in meeting their State’s energy goals.
(<http://www.ccrpcvt.org/our-work/our-plans/regional-energy-plan/>)
- **Diversity & Equity** – The CCRPC continues to use the **2014 Public Participation Plan (PPP)** to

guide our focus on diversity and equity in all projects. We hosted a Public Participation/Title VI workshop in July 2016 for municipal and consultant staff to help everyone understand our role and responsibilities for public involvement. (<http://www.ccrpcvt.org/our-work/our-plans/public-participation-plan/>)

- **Regional Technical Assistance** – Includes transportation technical assistance, GIS mapping, model municipal plans, bylaw and ordinance revisions, Act 250 application reviews, grant administration, build-out analyses, orthoimagery acquisition, and improving the VT Online Bridge and Culvert Inventory Tool (<http://www.vtculverts.org/>).
- **Education & Training** – The CCRPC participated in and hosted the following trainings: Town Plans, Economic Development, Energy Building Codes, two on Energy Planning, and a DRB Summit. We continued hosting meetings and online webinars open to municipalities and regional partners covering topics such as: Advancing the Intersection of Health, Equity, and Transportation; Guide to Running a Bike Share; VOBCIT/VTCulverts; and the entire 12-webinar series from the Association of Pedestrian and Bicycling Professionals.
- **Neighbor Rides** – Since Spring 2013, CCRPC has been investing in Neighbor Rides to integrate volunteer drivers into human services transportation to increase access to transportation for seniors and persons with disabilities by offering a lower-cost mode of transport. (<http://www.unitedwaynwvt.org/Neighbor-Rides>)
- **Opioid Alliance** – The CCRPC was asked to serve as the backbone for the Chittenden County Opioid Alliance and hired a Program Director and Data Manager. The Opioid Alliance is a unique commitment from state, local government, and non-profit leaders to put forth a comprehensive mutually reinforcing approach to reducing opioid abuse and the ancillary burdens they bring to our community. (<http://www.ecosproject.com/chittenden-county-opioid-alliance>)
- **Building Homes Together** – The CCRPC, Champlain Housing Trust, and Housing Vermont continue to lead a coordinated campaign to strengthen Chittenden County communities by building 3,500 homes by 2021 for people of all incomes, including 700 affordable homes. (<http://www.ecosproject.com/building-homes-together>)
- **Clean Water** – The CCRPC has assisted in development of the Lamoille Tactical Basin Plan, and has begun assisting on the Winooski Tactical Basin Plan; and have participated in numerous committees and conversations to help address new permitting requirements and funding regarding the Vermont Lake Champlain TMDL Plan and implementation grants and programs.

For further information about the CCRPC please visit <http://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker, cbaker@ccrpcvt.org, 802-846-4490 ext *23.