



Agenda
Executive Committee
Wednesday, April 4, 2018– 5:45 p.m.
Small Conference Room, CCRPC Offices
110 West Canal Street, Suite 202, Winooski, VT

1. Changes to the Agenda, Members' Items
2. Approval of March 7, 2018 Executive Committee Meeting Minutes* (Action)
3. Act 250 & Sec 248 Applications
 a. Spear Meadows, Inc., South Burlington, #4C1173-2* (Action)
4. Review Draft FY19 UPWP and Budget. (Action)
5. Chair/Executive Director Report (Discussion)
 a. Legislative update
6. Agenda Review – April 18, 2018 Board Meeting* (Discussion)
7. Other Business (Discussion)
8. Executive Session – Complete Executive Director Evaluation (Action)
9. Adjournment (Action)

*Attachments

NEXT MEETING – Joint Executive & Finance Committee – Wed. May 2, 2018; 5:45 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 Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 x *21 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE
MEETING MINUTES
DRAFT

DATE: Wednesday, March 7, 2018
TIME: 5:45 p.m.
PLACE: CCRPC Offices; 110 W. Canal St., Suite 202; Winooski, VT 05404
PRESENT: Chris Roy, Chair Mike O'Brien, Vice-Chair
Brian Bigelow, Secretary-Treasurer Andy Montroll, Immediate Past Chair
Barbara Elliott, At-Large (via skype)

The meeting was called to order at 5:45 p.m. by the chair, Chris Roy.

1. Changes to the agenda, Members' Items. There were none.
2. Approval of February 21, 2018 Executive Committee Meeting Minutes. (Because of inclement weather the February 7th Executive Committee meeting was postponed to February 21st.) MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE MINUTES OF FEBRUARY 21, 2018 WITH CORRECTIONS, IF ANY. Barbara Elliott asked to clarify line 39 on page 1 to say "That Act 250 permit was denied..." Chris Roy asked what the blank on page 2, line 28 should be. Charlie noted it was ACCD. THE MOTION WAS CARRIED UNANIMOUSLY TO APPROVE THE MINUTES AS CORRECTED.
3. Act 250 & Section 248 Applications.
 - a. Intervale Center, Burlington; Application#4C1206-4. Regina noted that the packet included a site plan and a spreadsheet showing the uses that they'd like to change. We don't have any issues with any of these and there are no transportation comments. BRIAN BIGELOW MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER TO THE D.E.C. MOTION CARRIED UNANIMOUSLY. Mike O'Brien pointed out that "goads" on first page should probably be "roads."
 - b. Philbrik Family Revocable Trust; Jericho – Application #4C0041-1. This is a small two-lot subdivision where lot #1 will be 1.16 acres where an existing 5-bedroom residence will remain; and Lot #2 will be 1.00 acres with a proposed 4-bedroom residence to be constructed. There will be a hearing because a neighbor is questioning it, as it is a part of an existing permit. We do not have an issue with it. ANDY MONTROLL MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO APPROVE THE LETTER TO THE D.E.C. MOTION CARRIED UNANIMOUSLY.
4. Review Changes to the draft ECOS Plan. Regina distributed new copies of the comments received on the 1st Draft ECOS Plan. The blue highlighted cells are reminders for staff to determine action. Yellow highlights indicate areas staff would like input from the Long Range Planning Committee (LRPC). Peach highlights are the new comments received since the packet was emailed. Regina reviewed all highlighted comments:
 - Line 6 questions information in Health intro in the main document.
 - Line 19 asks for necessary compliance language re. Act 171 – forestry/habitat blocks and connectivity planning. This was mentioned by Marty Illick, ANR and Andrea Morgante. Staff met yesterday with ANR staff to determine what we need to include in our plan.

- Lines 20-36 are comments from Vermont Gas Systems (VGS). Many of them talk about “renewable natural gas” (RNG) and the Energy Committee discussed this at great length and does not feel we should include it in our plan. In VGS definition RNG includes methane captured from landfills, cow power and other types of gas that happen and can be captured. Members discussed possible alternative language such as biogas, sustainable renewable natural gas, which are broader terms.
- Line 20, VGS asks to include the following in the introduction in the main document. “it is not intended to be a prescriptive planning tool supporting or opposing any specific projects and it is important for the Commission and its municipalities to maintain flexibility in their future planning initiatives.” Members feel this is too broad a statement and should not be included.
- Line 30, VGS asks to include a similar statement in Supplement 3, ECOS Plan Policies and Maps. Staff will suggest we not include it but the LRPC will review tomorrow. When she talked to VGS staff before she received their comments, they were worried that someone could use this against any type of new development, or adding customers to existing lines, etc. Regina feels our language will not prohibit any of these developments.
- Line 41, ANR suggests adding more language about source and management of woody biomass and provide a description of the Woody Biomass Resource Areas map.

Eleni Churchill noted that we received a lot of comments from VTrans with suggestions for clarification in the MTP. One specific area was in the list of projects which are shown as short-term (through 2025), medium-term (through 2035) and long-term (through 2050). The TAC had a very good discussion this morning revising some of the projects from short-term to short/medium term because some of the elements of the project could be done sooner, but some later. VTrans also asked us to describe what the list is and what it is not. Eleni was able to update the list this afternoon and members will see it in the second public hearing draft next week. Charlie noted that this is the opportunity for our region to have some input as to our priorities to go into the state Capital Program. VTrans is revising its project prioritization process and also developing a guide as to how a project can get into the Capital Program. Eleni noted that these projects are the needs of our communities. The last major thing is to make sure we include our Active Transportation Plan and the ITS Plan by reference in the MTP. Eleni noted other comments received since the public hearing:

- Lines 54 and 55 summarize comments received at the public hearing from Deb Sachs and David Blittersdorf.
- Line 57 summarizes comments from Bard Hill on the top 10 actions list regarding health care and autonomous vehicles.
- Line 65 was a comment from staff after reviewing a new solar application on an existing parking lot and we wanted to review the plan to be sure it was allowed.
- Line 67 – the future land use map is amended to include Underhill zoning changes approved at town meeting.
- Lines 68-84 are additional written comments received from Deb Sachs. Staff feels that these are things that might be able to be included in future iterations of the plan.
- Lines 85-102 are comments from Hans Ohanian of Charlotte. His biggest issue is that he disagrees with the methodology we used or the information we received from the state. We did incorporate some of these in the plan, but others we just can’t do.

When asked what action the Executive Committee needs to take, Regina suggested they recommend the board warn the 2nd public hearing for May. MIKE O’BRIEN MADE A MOTION,

1 SECONDED BY BRIAN BIGELOW, TO RECOMMEND THESE CHANGES TO THE BOARD AND THAT THE
2 BOARD WARN A SECOND PUBLIC HEARING FOR THE MAY 16, 2018 MEETING. MOTION CARRIED
3 UNANIMOUSLY.

- 4
- 5 5. Vermont Climate Pledge Coalition. Charlie noted we're trying to follow through on Chris Shaw's
6 request on behalf of South Burlington to have the CCRPC board consider joining the Vermont
7 Climate Pledge Coalition. Chris wanted to include joining the coalition in the ECOS plan, in response
8 to the U.S. pulling back from the Paris Agreement. Members reviewed the memo from Melanie
9 Needle. It was noted that only Burlington and South Burlington are currently members of the
10 coalition along with several business and organizations. Staff did not feel we could join without
11 input from the Executive Committee. Charlie asked members how they felt and whether this should
12 go to the board. After a brief discussion, ANDY MONTROLL MADE A MOTION, SECONDED BY
13 BARBARA ELLIOTT, TO ADD THIS TO THE FULL BOARD AGENDA AND RECOMMEND THAT THIS BE
14 REFERRED TO THE ENERGY SUBCOMMITTEE TO TAKE A HARDER LOOK AT IT. MOTION CARRIED
15 UNANIMOUSLY.

16

17 6. Chair/Executive Director's Report.

- 18 a. UPWP Update. We are about 2/3 of way through the process. Right now staff are putting in
19 hours for each task to get the funding needs. The next UPWP committee meeting will be held
20 on March 22nd and at the April Executive Committee meeting we should have a good draft to
21 warn a public hearing in May. There will probably be adjustments to the elderly and disabled
22 transit service as there have been unforeseen cost increases this fiscal year. We have about
23 11% user rate in Chittenden County, which is low compared to other regions.
- 24 b. ECOS Annual Report. Charlie noted a copy was included in the meeting packet. He reviewed
25 the data contained in the report.
- 26 c. Regional Dispatch Update. Charlie noted that six out of seven towns voted in favor of forming a
27 Union Municipal District, with only Shelburne voting it down. The next steps include signing on
28 to the UMD, and start to work out the details of potential costs and budgets. It may start out
29 with just dispatchers and chiefs. CCRPC has been acting as the fiscal agent, but it is unclear if we
30 will continue or if a municipality will want to take on payroll, etc. This will take 12-24 months.
- 31 d. Legislative Update.
- 32 i. Charlie noted that S.260 is a clean water bill that has gone through several changes and he's
33 not sure what happened with it. He thinks at best they will recommend a group come up
34 with long-term funding stream.
- 35 ii. We did okay with Senator Pearson to work out Water Basin Planning Block Grants. There
36 was a funding gap between basin planning and identifying projects.
- 37 iii. The electronic notification bill sailed through the House.
- 38 iv. The Transportation Bill needs to be amended to include Exit 14 traffic signals using Earmark
39 funds as VTrans didn't realize these were ready for construction.
- 40 v. The House Transportation Committee may be putting something in a bill that would ask
41 CCRPC to look at regional airport governance. He's not sure that will go anywhere.

- 42
- 43 7. Agenda Review for March 21, 2018 Board Meeting. Members reviewed the proposed agenda and
44 added Vermont Climate Pledge Coalition and Charlotte Town Plan approval and certification of
45 planning process.

- 46
- 47 8. Other Business. There was no other business.
- 48

9. Executive Session. MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO GO INTO EXECUTIVE SESSION AT 6:42 P.M. FOR THE PURPOSE OF THE EXECUTIVE DIRECTOR ANNUAL EVALUATION. MOTION CARRIED UNANIMOUSLY. Chris noted that the Executive Committee would meet first without Charlie and then ask him to join them.

A MOTION WAS MADE BY MIKE O'BRIEN, SECONDED BY ANDY MONTROLL, TO COME OUT OF EXECUTIVE SESSION AT 7:22 P.M. MOTION CARRIED UNANIMOUSLY.

10. Adjournment. MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO ADJOURN AT 7:23 P.M. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Bernadette Ferenc

April 5, 2018

Rachel Lomonaco
Act 250 Acting District Coordinator
111 West Street
Essex Junction, VT 05452

RE: Spear Meadows, Inc.; South Burlington; Application #4C1173-2

Dear Ms. Lomonaco:

The Chittenden County Regional Planning Commission's Staff and Executive Committee have reviewed this Act 250 application for a project described as the demolition of an existing dwelling at 1302 Spear Street and construction of 47 dwelling units with related site improvements. The project is located on 1350 Spear Street in South Burlington, Vermont. The project was approved by the City of South Burlington on August 1, 2017. However, CCRPC understands that the approval was subsequently appealed to the Vermont Superior Court Environmental Division and that the case is ongoing. We offer the following comments:

The project is located within the Suburban Planning Area as defined in the Chittenden County Regional Plan, entitled the *2013 Chittenden County ECOS Plan*. We find this project to be consistent with the Planning Areas for the following reasons:

1. The Suburban Planning Area is identified in the Plan as an area planned for growth, and therefore this project helps implement Strategy #2 of the Plan, which calls for 80% of new development in the areas planned for growth.
2. The project will be served by municipal water and sewer service.
3. The density and uses are consistent with the local regulations.

Therefore, we find this project to be in conformance with the Planning Areas of the *2013 Chittenden County Regional Plan*.

We also find that this project meets the requirements of Criterion 9(L). We find that this area does not meet the exact definition of "existing settlement". Therefore, under Criterion 9(L), the applicant must show that any project outside an existing settlement:

- i. Makes efficient use of land, energy, roads, utilities and other infrastructure, and either:
 - (I) Will not contribute to strip development, or
 - (II) If the project is "confined to" existing strip development, it incorporates infill and minimizes the characteristics of strip development.

The project makes efficient use of land, energy, roads, utilities, and other supporting infrastructure. The project is located in an area with significant existing residential development, it is served by existing utilities and public transportation infrastructure, and development within the site will be compact. A portion of the parcel will be conserved as public open space, which will be maintained as a park. The development incorporates walking and biking infrastructure including a path along the eastern project boundary that is planned to eventually connect to the existing Swift Street path. There is also a roadway

connection being made to Vale Dr which will eliminate a cul-de-sac and increase street connectivity. Therefore, the project does not contribute to strip development, and the requirements of Criterion 9(L) are met.

Regarding transportation, we concur with the overall findings of the Traffic Impact Assessment dated June 14, 2016 and its addendum dated March 23, 2018 conducted by Lamoureux & Dickinson Consulting Engineers, Inc.

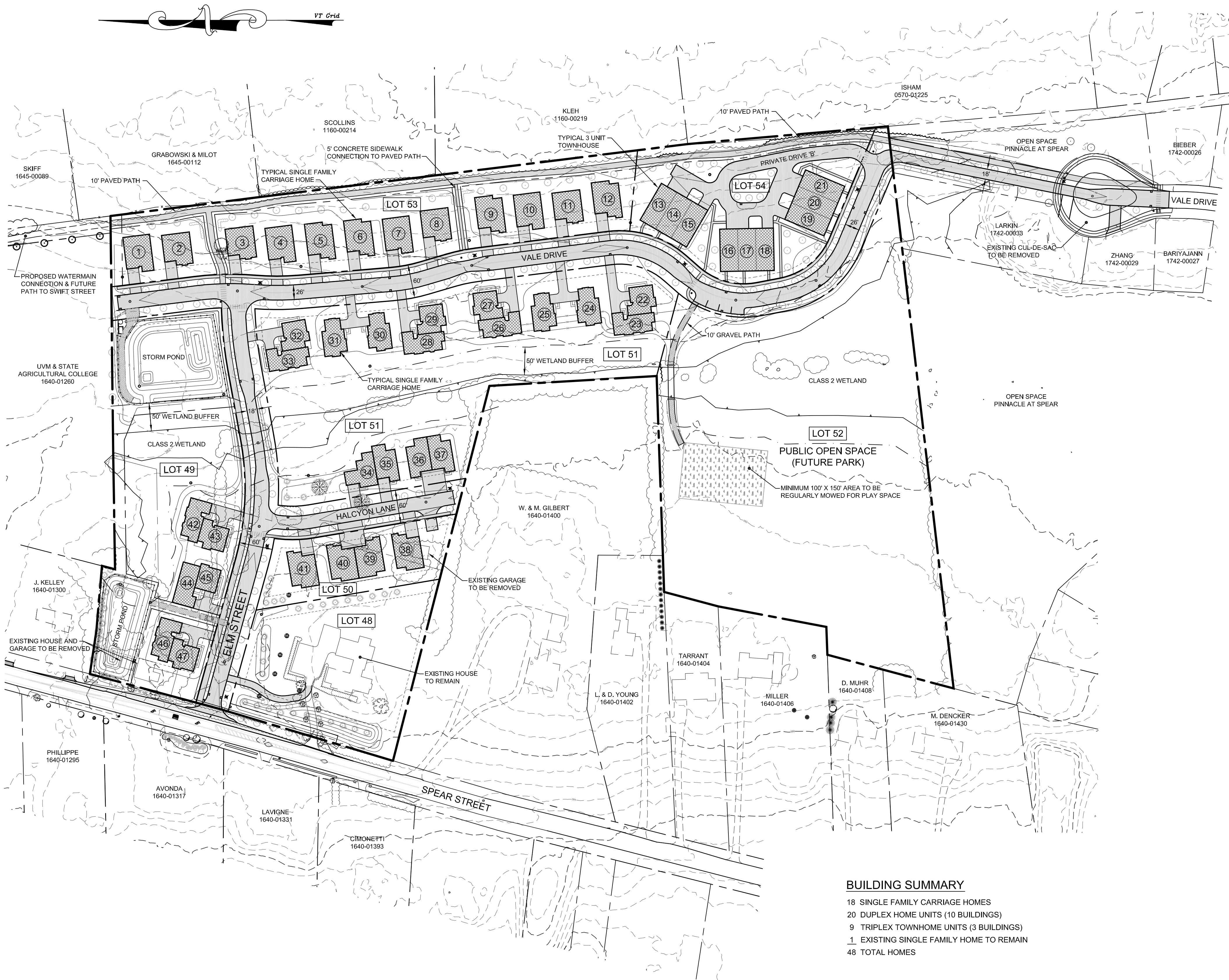
Due to the detailed level of development review in most Chittenden County municipalities and the environmental permit reviews at the Department of Environmental Conservation, CCRPC will give specific attention in its Act 250 reviews to the type of use and the Planning Areas section of the 2013 Chittenden County ECOS Plan. While there are many other topics covered in the 2013 Chittenden County ECOS Plan, there has been significant analysis at the Regional level regarding transportation impacts. The CCRPC will also focus its attention on transportation, where appropriate, in accordance with the Metropolitan Transportation Plan, which is within the 2013 Chittenden County ECOS Plan.

These comments are based on information currently available; we may have additional comments as the process continues. Please feel free to contact me should you have any questions.

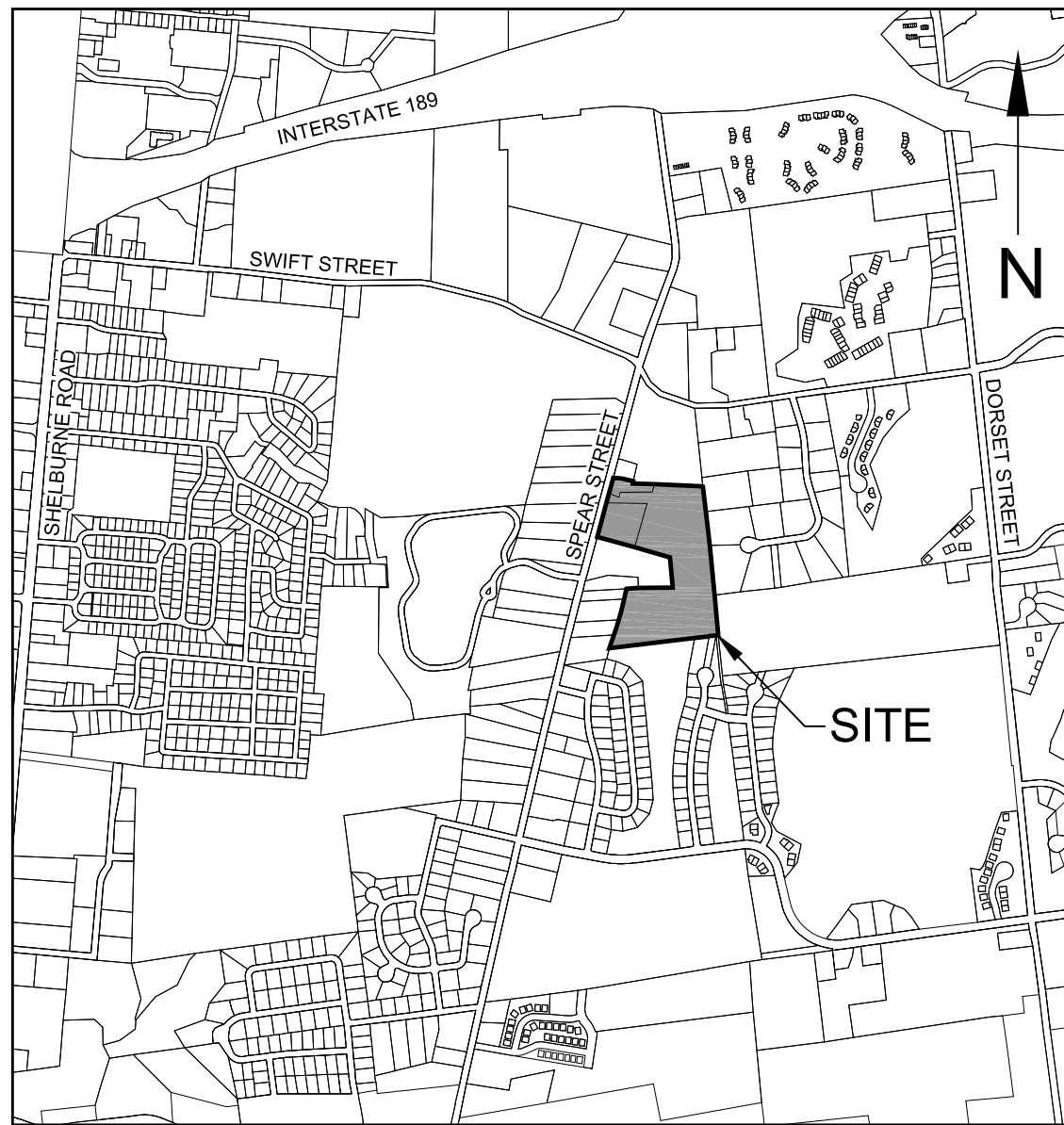
Sincerely,

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service



THE CONTRACTOR SHALL NOTIFY 'DIGSAFE' PRIOR TO ANY EXCAVATION



LOCATION PLAN
N.T.S.



KEY	SOIL MAPPING UNIT	HSG	k
Cv	COVINGTON SILTY CLAY	D	0.49
GeC & GeB	GEORGIA STONY LOAM	C	0.24
Lh	LIVINGSTON CLAY	D	0.49
MrC	MASSENA STONY SILT LOAM	C	0.20
VeB	VERGENNES CLAY	D	0.49

ZONING DATA:

TAX MAP PARCEL NUMBER - 1640-1340

PROJECT PARCEL AREA - 25.93 ACRES

ZONING DISTRICT - SOUTHEAST QUADRANT - NEIGHBORHOOD RESIDENTIAL - NR

OVERLAY DISTRICTS - WATERSHED PROTECTION BUFFER

DENSITY:

BASE RESIDENTIAL DENSITY = 31 UNITS
25.93 ACRES X 1.2 UNITS/ACRE = 31.1 UNITS

AVERAGE ALLOWABLE DENSITY = 103 UNITS
25.93 ACRES X 4 UNITS/ACRE = 103.7 UNITS

PROPOSED DENSITY = 48 UNITS

NOTES:

1. THE PURPOSE OF THIS PLAN IS TO PRESENT THE OVERALL SITE LAYOUT OF THE PLANNED RESIDENTIAL DEVELOPMENT.

2. SEE OTHER PLANS FOR ADDITIONAL DESIGN AND BOUNDARY INFORMATION.

09-01-17	REVISE UNITS 34-37 & 44-45	ABR
08-09-17	REVISE PER FINAL PLAT CONDITIONS, DEL VALE SOUTH SW	ABR
04-20-17	REVISE PER CITY PRELIMINARY COMMENTS/CONDITIONS	ABR

REVISIONS		# OF SHEETS
THESE PLANS WITH LATEST REVISIONS SHOULD ONLY BE USED FOR THE PURPOSE SHOWN BELOW:		
<input type="checkbox"/> SKETCH/CONCEPT		
<input type="checkbox"/> PRELIMINARY		
<input checked="" type="checkbox"/> FINAL		
<input type="checkbox"/> RECORD DRAWING		
SPEAR MEADOWS A RESIDENTIAL PLANNED UNIT DEVELOPMENT SPEAR STREET & VALE DRIVE SOUTH BURLINGTON		proj. no. 14008 survey L&D
OVERALL SITE PLAN		design ABR drawn ABR checked DJG date 06-06-16
		scale AS NOTED shT. no. 1
LAMOREUX & DICKINSON Consulting Engineers, Inc. 14 Morse Drive Essex Junction, VT 05452 Tel: 802-878-4450		

BUILDING SUMMARY

- 18 SINGLE FAMILY CARRIAGE HOMES
- 20 DUPLEX HOME UNITS (10 BUILDINGS)
- 9 TRIPLEX TOWNHOME UNITS (3 BUILDINGS)
- 1 EXISTING SINGLE FAMILY HOME TO REMAIN
- 48 TOTAL HOMES

SHEET INDEX

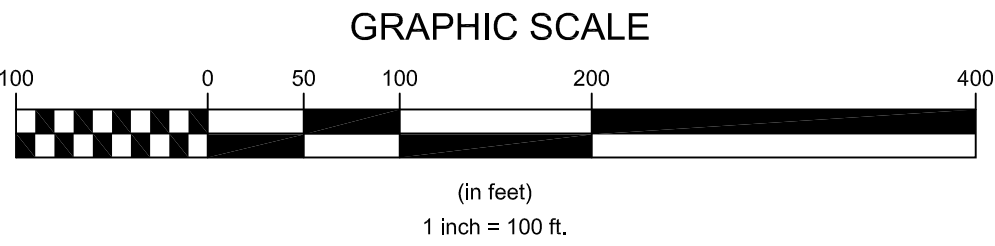
- 1 OVERALL SITE PLAN
- 1C CONSTRUCTION PHASING
- 1L STREET LIGHTING PLAN
- 1S SIGNS & PAVEMENT MARKINGS
- 2 SITE & UTILITIES NORTH
- 3 SITE & UTILITIES SOUTH
- 4 SITE & UTILITIES PINNACLE AT SPEAR & X-COUNTRY WATERLINE
- 5 PROFILE - ELM STREET
- 6 PROFILE - VALE DRIVE
- 7 PROFILE - VALE DRIVE & HALCYON LANE
- 8 LANDSCAPE PLAN
- 9 EROSION PROTECTION & SEDIMENT CONTROL PLAN
- 10 DETAILS & SPECIFICATIONS - STREETS
- 11 DETAILS & SPECIFICATIONS - SEWER & STORM
- 12 DETAILS & SPECIFICATIONS - WATER
- 13 SEWER PUMP STATION
- 14 DETAILS & SPECIFICATIONS - EPSC
- 15 DETAILS & SPECIFICATIONS - STORM PONDS
- 16 SPEAR STREET TURN LANE
- PL1 PERIMETER BOUNDARY SURVEY PLAT
- PL2 SUBDIVISION & FOOTPRINT LOT PLAT

Application #: 4C1173-2
Exhibit #: 027
Date Received: 3/2/18

LANDOWNER:
GARY N. FARRELL &
1350 SPEAR, LLC &
SPEAR MEADOWS, INC.
1350 SPEAR STREET
SOUTH BURLINGTON, VT 05403

APPLICANT:
THE SNYDER GROUP, INC.
4076 SHELBOURNE ROAD, SUITE 6
SHELBOURNE, VT 05482

- LEGEND**
- PROJECT BOUNDARY
 - PROPOSED RIGHT-OF-WAY
 - ABUTTING PROPERTY LINE
 - WATERSHED PROTECTION BUFFER
 - EDGE OF WETLAND
 - TREELINE
 - EXISTING CONTOUR



REGULAR MEETING AGENDA

Wednesday, April 18, 2018, 6:00 pm

CCRPC Offices at 110 W. Canal Street, Suite 202

Winooski, VT 05404



DRAFT

CONSENT AGENDA: Minor TIP Amendments*

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: 1 min)
4. Approve Minutes of March 21, 2018 Meeting * (Action; 2 min)
5. Review FY19 Draft UPWP & Budget & Warn for Public Hearing* (Action: 10 min)
6. South Burlington City Center Presentation - Tentative
7. Housing Data Update*
8. greenride bikeshare launch update– Tentative
9. Chair charge Board Development Committee to prepare officer nominations for FY19
10. Chair/Executive Director's Updates (Information; 15 min)
 - a. Clean Water
 - b. Legislative Updates
11. Committee/Liaison Activities & Reports (Information; 2 min)
 - a. UPWP Committee (draft minutes March 22, 2018)*
 - b. Planning Advisory Committee (draft minutes March 14, 2018)*
 - c. Finance Committee (draft minutes March 28, 2018)*
 - d. Transportation Advisory Committee (draft minutes April 3, 2018)*
 - e. Clean Water Advisory Committee (draft minutes April 3, 2018)*
 - f. MS4 Subcommittee of CWAC (draft minutes April 3, 2018) *
 - g. Executive Committee (minutes April 4, 2018)*
 - i. Act 250/Sec 248 letters *
12. Member's Items
13. Adjournment

*Attachment

The April 18th Chittenden County RPC meeting will air on _____ at 8:00 p.m. and repeat on _____^h at 1 a.m. and 7 a.m. It will also be available online at: <https://www.cctv.org/watch-tv/programs/chittenden-county-regional-planning-commission-76>

*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 Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. *21 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.*

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

- Transportation Advisory Committee – Tuesday, May 1, 2018; 9:00 a.m.
- Clean Water Advisory Committee – Tuesday, May 1, 2018; 11:00 a.m.
- MS4 Subcommittee – Tuesday, May 1, 2018; 12:30 p.m.
- Joint Executive & Finance Committee - Wednesday, May 2, 2018; 5:45 p.m.
- Long Range Planning Committee – Thursday TBD, 2018; 8:30-10 a.m.
- Planning Advisory Committee – Wednesday, May 9, 2018; 2:30 p.m.
- CCRPC Board Meeting - Wednesday, May 16, 2018; 6:00 p.m.

Tentative future Board agenda items:

May 16, 2018	University of Vermont presentation ECOS Plan Update Public Hearing #2 FY19 UPWP and Budget Public Hearing and Vote Board Development Committee – report on FY19 Officers nominations Guidelines and Standards for Reviewing Act 250 and Section 248 Applications Review Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans Review National Highway Systems Update
June 20, 2018 – Joint Annual Meeting with GBIC @ ECHO	Election of Officers ECOS Plan Update adoption Warn FY19-22 TIP Public Hearing for July
July 18, 2018	FY19-22 TIP Public Hearing and Adoption Guidelines and Standards for Reviewing Act 250 and Section 248 Applications Action Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans Action
NO AUGUST MEETING	
September 19, 2018	greenride bikeshare update