

REGULAR MEETING AGENDA

Wednesday, September 16, 2020 - 6:00 p.m.



Remote Access Meeting Only

Please join the meeting by clicking: <https://www.gotomeet.me/CCRPCVT/ccrpc-september-board-meeting>

For those who would prefer to join by phone or those without a microphone on your computer, please dial in using your phone.

Dial in: +1 (646) 749-3122

Access Code: 834-410-989

When participating remotely, please wait until you are recognized by the Chair before you speak. For each agenda item, the Chair will make sure to ask if anyone participating remotely would like to speak.

- a. Use the "chat" feature, raise your hand if on video, or ask the Chair to request to speak. To ensure everyone is heard, only one person should speak at a time.*
- b. When recognized by the Chair, introduce yourself each time.*
- c. Speak up so everyone in person and on the phone can hear clearly.*
- d. When participating remotely, take steps to avoid background noise, and make sure your microphone/phone is muted when you are not speaking.*

CONSENT AGENDA

C.1 Minor TIP Amendment

DELIBERATIVE AGENDA

1. Call to Order; Attendance; Changes to the Agenda (Action; 1 minute)
2. Public Comment Period on Items NOT on the Agenda (Discussion; 5 minutes)
3. Action on Consent Agenda (MPO Action, if needed; 1 minute)
4. Approve Minutes of July 15, 2020 Meeting* (Action; 1 minute)
5. Racism is a Public Health Emergency Declaration: Mark Hughes, Racial Justice Alliance* (Discussion; 60 minutes)
6. Building Homes Together Update (Discussion: 15 minutes)
7. Committee member appointments* (Chair Action; 5 minutes)
8. Town of Williston Determination of Energy Compliance* (Municipal Action; 5 minutes)
9. Chair/Executive Director Report (Discussion; 5 minutes)
 - a. CCRPC Budget and Operations
 - b. Local Government Expense Reimbursement Program
 - c. Clean Water Service Provider update
 - d. Community Rail Feasibility Grant application update
 - e. Council/Trustees/Selectboard meetings
10. Committee/Liaison Activities & Reports* (Information, 2 minutes)
 - a. Executive Committee (final minutes August 5, 2020 and draft minutes September 2, 2020)*
 - i. Act 250 Sec 248 letters
 - b. Clean Water Advisory Committee (draft minutes July 7, 2020)*

*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.*

- c. Transportation Advisory Committee (draft minutes September 1, 2020)*
- d. Planning Advisory Committee (draft minutes September 10, 2020)*
- 11. Future Agenda Topics (Discussion; 5 minutes)
- 12. Members' Items, Other Business (Information; 5 minutes)
- 13. Adjourn

The September 16, 2020 Chittenden County RPC streams LIVE on YouTube at https://www.youtube.com/playlist?list=PLIjLFn4BZd2O0l4hJU_nJ9q0l3PdQR0Pp. The meeting will air Sunday, September 20, at 1 p.m. and is available on the web at <https://www.cctv.org/watch-tv/series/chittenden-county-regional-planning-commission>.

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

- Transportation Advisory Committee – Tuesday, October 6, 2020, 9am
- Clean Water Advisory Committee - Tuesday, October 6, 2020, ~11am
- CWAC MS4 Subcommittee - Tuesday, October 6, 2020, ~12:30pm
- Executive Committee – Wednesday, October 7, 2020, 5:45pm
- Planning Advisory Committee – Wednesday, November 18, 2020, 2:30pm
- CCRPC Board Meeting - Wednesday, October 21, 2020 6:00pm

Tentative future Board agenda items:

October 21, 2020	Secretary Flynn update FTA Title VI Program I-89 Study Update
November 18, 2020	Legislative Topics Racial Equity
December 8, 9 or 10, 2020 8-9am	Legislative briefing

Chittenden County Regional Planning Commission

September 16, 2020

Agenda Item C1: Consent Item

FY2021 Transportation Improvement Program (TIP) Amendments

Issues

Make the following changes to the FY21-24 TIP.

King Street Rail Crossing Safety Improvement, Burlington (Project BP150, Amendment FY21-01)

- Advance \$454,500 in construction funds for rail crossing safety improvements at King Street from FY22 to FY21.
- Project includes improvements to the surface and drainage, addition of an active warning system (lights, gates), and preemption with the traffic signals.

Maple Street Rail Crossing Safety Improvements, Burlington (Project HP154, Amendment FY21-02)

- Add a new safety project to the FY21-24 TIP for rail crossing safety improvements at Maple Street in Burlington. Add \$258,750 for construction in FY21 and \$776,250 for construction in FY22. Project is funded with Section 130 Rail Grade Crossing funds which are not subject to CCRPC's fiscal constraint limit.
- Project includes improvements to the surface and drainage, addition of an active warning system (lights, gates), and preemption with the traffic signals.

**Staff/TAC
Recommendation:**

Recommend that the Board approve the proposed TIP amendments.

**For more
information,
contact:**

Christine Forde
cforde@ccrpcvt.org or 846-4490 ext. *13

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, July 15, 2020

TIME: 6:00 PM

PLACE: REMOTE ATTENDANCE VIA GO-TO-MEETING VIDEO

PRESENT:	Bolton:	Sharon Murray	Buel's Gore:	Garret Mott
	Burlington:	Andy Montroll	Charlotte:	Jim Donovan
	Colchester:	Jacki Murphy	Essex:	Jeff Carr
	Essex:	Elaine Haney, Alt.	Essex Junction:	Dan Kerin
	Hinesburg:	Michael Bissonette	Huntington:	Barbara Elliott (6:15PM)
	Jericho:	Catherine McMains	Jericho:	Wayne Howe Alt.
	Milton:	Absent	Richmond:	Bard Hill
	St. George:	Absent	Shelburne:	Absent
	So. Burlington:	Chris Shaw	Underhill:	Absent
	Westford:	Absent	Williston:	Absent
	Winooski:	Michael O'Brien	Cons/Env.:	Don Meals
	VTrans:	Amy Bell	Bus/Ind:	Absent
	GMT :	Absent	Agriculture:	Absent
	Socio/Econ/Housing:	Absent		
Others:	Matthew Langham, VTrans		Meghan O'Rourke, CCTV	
	Karen Bates, Watershed Coordinator, DEC		Matt Jarvis	
	Greg Goyette			
Staff:	Charlie Baker, Executive Director		Regina Mahony, Planning Prgm Mgr.	
	Eleni Churchill, Trans. Prgm Mgr.		Christine Forde, Senior Planner	
	Dan Albrecht, Senior Planner		Taylor Newton, Senior Planner	
	Amy Irvin Witham, Business Office Mgr.			

1. Call to order; Roll Call Attendance; Changes to the Agenda. The meeting was called to order at 6:02 PM by the Chair, Michael O'Brien. There were no changes.
2. Public Comment Period on Items NOT on the Agenda. There were none.
3. Action on Consent Agenda (MPO Business). There were none.
4. Approve Minutes of June 17, 2020 Board Meeting. JEFF CARR MADE A MOTION SECONDED BY SHARON MURRAY TO APPROVE THE JUNE 17, 2020 BOARD MEETING MINUTES. Garret Mott questioned his authority to second a motion on the TIP [minutes pg.2 line 18]. Jeff Carr stated, Garret does have authority because he is a Board member. Based on this he can make a motion and/or second a motion regardless of having a vote. Members discussed. [E.D. note – After reviewing the video, Andy Montroll seconded this motion in the June meeting. The minutes have been updated to reflect this correction.] MOTION CARRIED UNANIMOUSLY.
5. FY21-24 Transportation Improvement Program (TIP).
 - a. Presentation & Public Hearing. JEFF CARR MADE A MOTION, SECONDED BY DAN KERIN, TO OPEN THE PUBLIC HEARING AT 6:08 PM. MOTION CARRIED UNANIMOUSLY. There were no

public comments. DAN KERIN MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO CLOSE THE PUBLIC HEARING at 6:10 PM. MOTION CARRIED UNANIMOUSLY.

b. Approval of the TIP. JEFF CARR MOVED TO APPROVE THE TIP AS PRESENTED; DAN KERIN SECONDED. MOTION CARRIED WITH 17 OF 24 VOTES AND 10 OF 18 MUNICIPALITIES VOTING IN THE AFFIRMATIVE.

Bolton:	Yes	Burlington:	Yes (4)	Charlotte:	Yes
Colchester:	Yes (2)	Essex:	Yes	Essex Jct:	Yes
Hinesburg:	Yes	Huntington:	Absent (6:15pm)	Jericho:	Yes
Milton:	Absent	Richmond:	Yes	St. George:	Absent
Shelburne:	Absent	So. Burlington:	Yes (2)	Underhill:	Absent
Westford:	Absent	Williston:	Absent	Winooski:	Yes
VTrans:	Yes				

c. Certification of the Planning Process. Christine provided a memo in the meeting packet describing the federal requirements CCRPC must follow and a description of what each of those regulations cover. JEFF CARR MADE A MOTION, SECONDED BY JIM DONOVAN TO AUTHORIZE MIKE O'BRIEN, THE CHAIR, TO SIGN THE CERTIFICATION OF THE PLANNING PROCESS. MOTION CARRIED UNANIMOUSLY.

6. Draft Basin 5 Tactical Basin Plan: Northern Lake Champlain Direct

Dan Albrecht introduced Karen Bates, the Watershed Coordinator for the State of Vermont, Department of Environmental Conservation. Dan commended Karen on the comprehensive analysis contained in the Draft Northern Lake Champlain Direct Drainages Tactical Basin Plan and thanked her for all her efforts and collaboration. Karen then provided members with a presentation of the StoryMap she prepared, Northern Lake Champlain Direct Drainages – Protecting and Restoring its Lakes, Ponds, Rivers, and Wetlands. Karen explained the StoryMap is an interactive resource with multiple layers of material on the Northern Lake Champlain Direct Drainages and includes detailed information on the following:

- Vermont's Basin Planning Process
- Phosphorus Reduction/Basin 5 and the Lake Champlain Phosphorus Total Maximum Daily Load (TMDL)
- Tracking and Accounting Basin Accomplishments

The link to Karen's StoryMap can be found here:

<https://storymaps.arcgis.com/stories/b3be1eeaad634d878f1cb5c692938f58>.

She encouraged members to explore the site and reminded everyone they will be taking public comments on the plan through August 7, 2020. Garret Mott stated the presentation was very impressive and he is thankful for the efforts. Member discussion ensued. Dan and Mike asked if there were any public comments. Mike Jarvis, a resident of St. Albans Bay, asked how much of the current water quality situation is attributed to phosphorus. Karen explained over time there are many factors at play, and what we are trying to do, in a very short time scale, is improve water quality. Phosphorus is coming into the water at a faster rate than it should. Don Meals agreed and added the goals vary for different segments of the lake, based on what scientists feel the specific area can achieve. Matt thanked everyone for the information.

1 Dan thanked Karen again for her work and the presentation. He then referred members to the
2 Tactical Basin Plan Conformance letter. He explained this is an updated version of the letter that
3 was previously reviewed by the Clean Water Advisory Committee, the Executive Committee, and the
4 Board. The updates address comments and editing suggestions made back in May. Jim Donovan
5 stated he appreciated the edits that were made.
6

7 GARRET MOTT MADE A MOTION, SECONDED BY JIM DONOVAN TO APPROVE THE TACTICAL BASIN
8 PLAN CONFORMANCE LETTER AS PRESENTED. MOTION CARRIED UNANIMOUSLY.
9

10 7. Committee member review/volunteers

11 A memo listing current appointments and vacancies was included with the packet. Mike said there
12 are still a couple of openings, one on the Board Development Committee, one on the Transportation
13 Advisory Committee - Interest Group, Disabled, and that VAPDA needed an alternate. He reminded
14 members there is always room for more volunteers to join a committee. Jim Donovan stated he is
15 willing to fill the VAPDA Alternate position. Mike thanked him. Bard Hill asked if positions are open
16 to the public. Charlie said yes, they are open to the public. Bard asked to have more information
17 sent to him regarding the scope of work and the frequency of meetings for the committees with
18 openings. Charlie said he would forward the information. Mike reminded members to contact him
19 or Charlie if they know anyone who is interested in volunteering for a committee. Charlie said we
20 will finalize the appointments at the September Board meeting.
21

22 8. Potential Policy Participation Topics

23 Charlie referred members to the Potential Policy Participation Topics memo. He reminded members
24 last year we decided to keep a running list of relevant policy issues to possibly be engaged with. We
25 may still have items that come up on an ad hoc basis, but hopefully this process will effectively
26 identify the major issues. We are committed to updating the list every six months with the Board.
27 Charlie referred members to the table listing the various topics with staff recommendations on the
28 level of involvement the CCRPC should take and asked members for feedback.
29

30 Garret had a question on topic 2, Automated Vehicle Testing. He requested an edit to the title and
31 suggested changing it to Autonomous Vehicle Testing instead. Members agreed. Don Meals said he
32 likes the list of topics and requested that we incorporate some into future Board Meetings as
33 presentations and discussion items. He also expressed appreciation for the variety in topics. Garret
34 Mott Asked about topic 6, Rail Service Study and said he would like to see this made a priority. Jim
35 Donovan asked why topic 9, Climate Change-Global Warming Solutions was not listed as an item for
36 active participation. Charlie explained this is a specific bill that was at a high policy level in the
37 legislature without a lot of specific for us to engage with. Regina said there will likely be a lot of
38 follow up, but currently we are just monitoring. Jim said he is also happy to see topic 10, Proposed
39 Changes to PUC Rule 5.100, and asked that we stay closely involved on this and making renewable
40 energy more affordable on the local level. Charlie noted that the next topic, Racial Justice, should
41 probably be added to this list.
42

43 9. Racial Justice Discussion

44 Mike stated the topic of racial and social justice was discussed at the July 1, 2020 Executive
45 Committee Meeting. He explained the conversation began when he asked members if there was a
46 role for the RPC in racial justice. Members felt the CCRPC does indeed have a role in racial justice.
47 Charlie said there are many conversations taking place in our communities. He said the City of
48 Burlington and other regional partners are holding a press conference Thursday, July 16 that

identifies racism as a public health emergency. Charlie stated the topic ties back to our ECOS Plan, Strategy 8. He explained there is certainly more work to be done and we are committed to help facilitate change. When we are doing planning work, we need to ensure we assess the impacts the work will have on minorities and low income residents. Charlie feels the CCRPC is a part of the effort to address this issue and he is looking for feedback from members on how best to engage in this work. Mike said he has been thinking a lot about this and feels there are various platforms within our communities. Mike said the question is what role the RPC can play, not just one municipality, rather as a group effort. Andy stated he is not sure what our role is exactly, but he feels strongly this is an area we need to focus on. Members agreed and discussion ensued. Don Meals stated we can and should educate ourselves. Elaine Haney suggested we help educate our Select Boards. She feels there is a great importance to add equity into planning. We should ensure each Town Plan has an equity chapter, and to ensure this is being monitored. Charlie said he will arrange to have someone come in to present to the Board. Bard suggested Xusana Davis, the Executive Director of Racial Equity for the State of Vermont, as he felt she could be a great resource for us. Catherine felt the fall training for board members could be a good place to incorporate racial equity training. Members agreed. Charlie stated we can add this to our public participation plan and over the course of the fiscal year we will continue to address the issue. Mike thanked everyone for their input and asked members to send any ideas they may have on the subject to Charlie.

10. Chair/Executive Director Report

a. CCRPC Budget and Operations

Charlie stated FY20 has been solid and he is hopeful we will be in the black at the fiscal year-end. We still have not heard of any significant budget impacts or changes to our FY21 budget, however, the State of Vermont budget will not be finalized until August or September, so this could change. Charlie explained our office is partially open, however, most staff are still working from home. The few staff who are going in each week are following the safety protocols we developed using the guidance and recommendations from State of Vermont and CDC officials.

11. Committee/Liaison Activities & Reports Minutes for various meeting were included in the packet (Executive Committee, TAC, PAC, Brownfields, and CWAC).

12. Future Agenda Topics. Charlie stated Joe Flynn, Secretary of Transportation, will be invited to one of our fall board meetings. He asked members if they would like to have a partner-oriented meeting. Andy felt if our meetings continue to be held virtually, it might make sense to hold off on a gathering with partners until we can have in person meetings. Members agreed. Mike said he would like to continue with discussions on racial and social justice. Members agreed.

13. Members' Items, Other business. There were none.

14. Adjournment. GARRET MOTT MADE A MOTION, SECONDED BY DAN KERIN TO ADJOURN THE MEETING AT 7:28 PM.

Respectfully submitted,
Amy Irvin Witham

Community Declaration of Racism as a Public Health Emergency

July 16, 2020

That WHEREAS, stark and persistent health inequities exist in the United States based on race, which are caused by systemic racism; and

WHEREAS, systemic racism is a principal social determinant of individual and public health, impacting economic, employment, education, housing, justice, and health opportunities and outcomes, all of which further adversely impact the health of people of color; and

WHEREAS, the coronavirus is now exacerbating these disparities, and Black and Latino people in the U.S. have been nearly three times as likely as white people to become infected with the virus and nearly two times as likely to die;ⁱ and those disparities are even more marked among younger age groups;ⁱⁱ and

WHEREAS, these same disparities exist in Vermont, and during the current pandemic, though Black residents comprise just over 1 percent of Vermont's population, they account for approximately 10 percent of the total confirmed COVID-19 cases as of July 8, 2020ⁱⁱⁱ; and

WHEREAS, race-based disparities exist at the local level in many areas that are the most important social determinants of health; and

WHEREAS, in housing, only 4 percent of homes in Burlington are owned by people of color though people of color comprise 18 percent of Burlington's population,^{iv} and potential home applicants who are Black are four-and-a-half times more likely than white applicants to be denied for a home loan (83.3 percent to 18.2 percent);^v and

WHEREAS, in Chittenden County, 26 percent of Black residents are in poverty compared to 10.6 percent of white residents, 8.1 percent of Black residents are unemployed compared with 4.3 percent of white residents, and 39.6 percent of Black residents have a bachelor's degree or higher compared with 49.9 percent of white residents;^{vi} and

WHEREAS, to address these disparities and create true equity in Burlington and Chittenden County, individuals, organizations, and institutions will take a coordinated effort of all of those groups working with great collaboration and urgency;

NOW, THEREFORE, BE IT RESOLVED that we the undersigned hereby declare that racism constitutes a public health emergency in the City of Burlington and Chittenden County; and

BE IT FURTHER RESOLVED that we commit to the sustained and deep work of eradicating systemic racism as organizations, actively fighting racist practices and participating in the creation of more just and equitable systems; and

BE IT FURTHER RESOLVED that we are announcing today immediate and specific actions for our organizations to address this emergency in the work that we do; and

BE IT FURTHER RESOLVED that we commit to coordinate our work and participate in ongoing joint action, grounded in science and data, to eliminate race-based health disparities and eradicate systemic racism.

Mayor Miro Weinberger, City of Burlington
Mark Hughes, Vermont Racial Justice Alliance
Bob Bick and Catherine Simonson, Howard Center
Jesse Bridges, United Way of Northwest Vermont
Dr. Stephen Leffler, University of Vermont Medical Center

Jacob Bogle, Association of Africans Living in Vermont (AALV)
Laura Zeliger, Burlington Housing Authority
Tanya Benosky, Boys and Girls Club of Burlington
Superintendent Tom Flanagan and Chair Clare Wool, Burlington School District
George Carpenter and Melissa Doyle, Burton
Kim Fitzgerald, Cathedral Square
Tyeastia Green, City of Burlington
Benjamin Ola. Akande, Champlain College
Brenda Torpy, Champlain Housing Trust
Charlie Baker, Chittenden County Regional Planning Commission (CCRPC)
Jeffrey McKee, Community Health Centers of Burlington
Sarah George, Chittenden County State's Attorney
Paul Dragon, Champlain Valley Office of Economic Opportunity (CVOEO)
Josh Miller, The JSM Family Room
Nancy Owens, Housing Vermont
Vicky Smith, King Street Center
Tom Torti, Lake Champlain Chamber
Aly Richards, Let's Grow Kids
Karen Yacos, Local Motion
Reverend Christopher Von Cockrell, New Alpha Missionary Baptist Church and Vermont Racial Justice Alliance
Christine Hughes, New Seasons Vermont and Vermont Racial Justice Alliance
Kate Laud, Opportunities Credit Union
Christine Lloyd-Newberry, Sara Holbrook Community Center
Joey Bergstein, Seventh Generation
Mark Redmond, Spectrum Youth & Family Services
Amila Merdzanovic, U.S. Committee for Refugees and Immigrants (USCRI) - Vermont
Benjamin Longmore, Vermont Cannabis Partners and Vermont Racial Justice Alliance
Xusana Davis, Executive Director of Racial Equity, State of Vermont
Jane Helmstetter, Field Director for the Burlington District, Vermont Agency of Human Services
Mark Levine, MD – Commissioner, Vermont Department of Health
Maura Collins, Vermont Housing Finance Agency (VHFA)

Mohamed Jafar, Vermont Racial Equity Association and Vermont Racial Justice Alliance
Kyle Dodson, Greater Burlington YMCA

ⁱ [“The Fullest Look Yet at the Racial Inequity of Coronavirus,”](#) *New York Times*, July 5, 2020

ⁱⁱ [“Race gaps in COVID-19 deaths are even bigger than they appear,”](#) *Brookings*, June 16, 2020

ⁱⁱⁱ [“Weekly Summary of Vermont COVID-19 Data,”](#) *Vermont Department of Health*, July 10, 2020

^{iv} 2017 HUD Burlington Assessment for Fair Housing, via [“2019 Equity Report,”](#) City of Burlington, March 2020

^v [“MSA/MD Aggregate Reports,”](#) FFIEC Home Mortgage Disclosure Act, August 7, 2019

^{vi} U.S. Census Bureau 2012-2016 via [“Community Health Needs Assessment: Chittenden and Grand Isle Counties,”](#) University of Vermont Medical Center, 2019.

DRAFT



Racial Justice Alliance Public Action Advisory on the Burlington Declaration that Racism Is a Public Health Emergency

Thursday, July 16, 2020

We, of the Racial Justice Alliance provide the following Advisory to provide assistance to businesses, nonprofits and agencies in eradicating systemic racism.

The Vermont Racial Justice Alliance stands with the City of Burlington supporting the Declaration that racism is a health emergency. This declaration is in response to centuries of racial oppression in this country. This oppression has and continues to exist in Vermont and yes, in Burlington. Though this oppression has and continues to include heinous incidents of impactful overt racism, our work focuses on an aspect referred to as systemic racism. We offer a working definition of systemic racism as a step in providing a common jump-off point to engage in discussion and beginning the work.¹

“Systemic racism includes the complex array of antiblack practices, the **unjustly gained political-economic power of whites**, the **continuing economic and other resource inequalities along racial lines**, and the **white racist ideologies and attitudes created to maintain and rationalize white privilege and power**. Systemic here means that the core **racist realities are manifested in each of society’s major parts** [...] each major part of U.S. society--the economy, politics, education, religion, the family--reflects the fundamental reality of systemic racism.”

Health (both individual and public) must be understood to be impacted both directly by systemic racism as well as from the underlying racial disparities caused by systemic racism in the areas of housing, education, employment, the justice system and economic development. The Vermont Attorney General and Human Rights Commission Task Force on Act-54 Racial Disparities in State Systems Report and Recommendations, dated December, 2017 details findings on racial disparities across all systems in Vermont.² Notable is the fact that pre COVID-19, the median wealth of a Black family was 1/13th of that of a white family.

The most important thing to understand about systemic racism is that its eradication must start and end with [as stated by the late Reverend Dr. Martin Luther King] a “radical redistribution of political and economic power”

¹ *Racist America: Roots, Current Realities, & Future Reparations*, Joe Feagin and Kimberly Ducey

² <https://hrc.vermont.gov/sites/hrc/files/publications/2017-12-15%20%20Report%20and%20Recommendations%20Act%2054%20Final.pdf>

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Organizations, businesses, and agencies must:

1. implement a programmatic approach to eradicating systemic racism; and
2. designate a person responsible for eradicating systemic racism, reporting to the chief executive; and
3. provide sufficient data, policy, training and outreach support for the function of systemic racism mitigation; and
4. undertake a comprehensive review of their practices of collecting high impact, high discretion, racially disaggregated data; and
5. create data dashboards to enable management of progress; and
6. implement a fairness and diversity policy; and
7. conduct initial and ongoing systemic racism mitigation training;
8. conduct racial impact assessments of all existing and emerging policy; and
9. review hiring, appointment and promotion processes through a racial equity lens; and
10. integrate systemic racism mitigation as an integral component of employee evaluations

The Declaration of racism as a health emergency is component of a larger strategy put forth by the Vermont Racial Justice Alliance referred to as Operation Phoenix R.I.S.E.

Operation Phoenix Mission:

Transform the lives of black and brown people by investing in their lives, holding space for their culture, providing them opportunity and ensuring the equity they deserve to thrive.

R.I.S.E.

Restructuring Public Safety

Implementing Cultural Empowerment

Securing Equal Opportunity

Expanding Racial Equity, Belonging and Inclusion

#riseBTV

#OperationPhoenix

Contact us for recommendations on resources your organization can use to eradicate systemic racism.

Vermont Racial Justice Alliance

<https://vtracialjusticealliance.wordpress.com/>

Info@justiceforallvt.org

802.532.3030



Chittenden County Regional Planning Commission

September 16, 2020

Agenda Item 7: Chair Action Item

FY2021 Committee Appointments/Volunteers

Committee Appointments per the Bylaws: Article VII.B. "The Chair shall ... with concurrence of the Chittenden County Regional Planning Commission, establish and appoint committees and their members." Article XI: "All Chittenden County Regional Planning Commission Board members are encouraged to participate in a minimum of at least one standing committee. The Chair may appoint ad hoc committees for a specific purpose with the approval of the Chittenden County Regional Planning Commission. Committees should include subject matter experts as needed to provide advice to the Chittenden County Regional Planning Commission Board."

Finance Committee (Secretary/Treasurer, Vice Chair and 1 other board member): John Zicconi, Shelburne (Chair); Catherine McMains, Jericho; and Jeff Carr, Essex

Board Development Committee (past Chair and up to 4 other board members): Andy Montroll, Burlington (Chair); Dan Kerin, Essex Junction; Catherine McMains, Jericho; Jeff Carr, Essex;

Unified Planning Work Program Committee (3-5 board members Catherine McMains, Jericho (Chair); John Zicconi, Shelburne; Michael Bissonette, Hinesburg; Jacqueline Murphy, Colchester; and Sharon Murray, Bolton.

Transportation Advisory Committee (1 board member): Barbara Elliott, Huntington

TAC Interest Group Reps: Elderly - Bob Henneberger; Bike/Ped - Allegra Williams; Rail - Mary Anne Michaels; Environmental - Richard Watts; Disabled - _____; Business – Seth Bowden

Planning Advisory Committee (1 board member): Wayne Howe, Jericho

Long Range Planning Committee (3-6 board members, one of them to be Chair of the LRPC): Appointments to be determined when the committee is needed again.

Clean Water Advisory Committee: (1 board member) Don Meals, Conservation/Environment; and Tom Eaton as alternate

ad hoc Brownfields Advisory Committee: Curt Carter, GBIC (Chair); Matt Vaughn, LCBP (Vice Chair); vacant, Burlington CEDO; Heather Carrington; City of Winooski; Dr. Pablo Bose, UVM; vacant; VT Dept of Health; Brett Long, VT Dept of Economic Development (ex officio); Patricia Coppolino, VT DEC (ex officio); Marcel Beaudin, AIA Emeritus; Justin Dextradeur, Socio/Econ/Housing seat, CCRPC Board

ad hoc All Hazards Mitigation Plan Update Committee: Chris Shaw, So. Burlington.

ad hoc Committee on Act 250 Commission: Justin Dextradeur, Socio/Econ/Housing; Jim Donovan, Charlotte, Tony Micklus, Milton; and Andy Montroll, Burlington

VAPDA representative: Andy Montroll, Burlington; _Jim Donovan, Charlotte (Alt.)

For questions, contact Charlie Baker, 735-3500 or cbaker@ccrpcvt.org

Chittenden County Regional Planning Commission
September 16, 2020

Agenda Item 8: Amendments to the *2016-2024 Williston Comprehensive Plan* –
Determination of Energy Compliance

Issues: The Town of Williston has requested that the Chittenden County Regional Planning Commission grant a determination of energy compliance to the amended *2016-2024 Williston Comprehensive Plan*. The plan was adopted by the Selectboard on September 1, 2020.

As described in the attached proposed resolution, the PAC has held the required hearing, reviewed the Plan in light of this request, and recommends that the Board grant a determination of energy compliance at this time. For your information, the annotated staff report to the Planning Advisory Committee regarding the determination of energy compliance is attached.

For your information, VAPDA is keeping track of municipalities that receive a determination of energy compliance at this website: vapda.org/vermont-enhanced-town-energy-plans/

Please note that decisions regarding determination of energy compliance shall be made by majority vote of the commissioners representing municipalities, in accordance with the bylaws of the CCRPC and Title 24 V.S.A. § 4350(f).

**Planning Advisory
Committee
Recommendation:**

The Planning Advisory Committee recommends that the CCRPC Board grant an affirmative determination of energy compliance to the amended *2016-2024 Williston Comprehensive Plan*.

Staff Recommendation:

Staff recommends that the CCRPC Board grant an affirmative determination of energy compliance to the amended *2016-2024 Williston Comprehensive Plan*.

Staff Contact:

Contact Regina Mahony or Taylor Newton with any questions:
rmahony@ccrpcvt.org, 846-4490 ext. *28 or tnewton@ccrpcvt.org,
846-4490 ext. *15.

Staff Review of the Town of Williston Enhanced Energy Plan

Taylor Newton, Senior Planner

Reviewed by the CCRPC Planning Advisory Committee on April 8, 2020 – Annotated for Board Review

The Town of Williston has requested that the Chittenden County Regional Planning Commission issue a determination of compliance with the enhanced energy planning standards set forth in 24 V.S.A. §4352 for the Town of Williston Town Plan's energy elements.

Williston is amending their Town Plan to incorporate enhanced energy element and amendments related to public health. The attached draft includes the sections that have been amended. In accordance with statute, an amendment is not a full rewrite of the Town Plan and the Town Plan expiration date will remain in 2025. Therefore, CCRPC's previous Town Plan approval and confirmation of Williston's planning process remains in effect.

CCRPC staff reviewed the proposed amendments related to public health. All proposed public health-related amendments do not impact CCRPC's regional approval of the Williston Town Plan.

CCRPC staff completed a review of a previous draft (draft 9/24/2019) against the Vermont Department of Public Service's Energy Planning Standards for Municipal Plans. The Planning Commission generally agreed to the edits recommended by Staff and the edits were made to the draft now attached to this final staff report (draft 3/17/2020).

Enhanced Energy Plan Review

Following the statutory requirements of 24 V.S.A. §4352 and Vermont Department of Public Service's Energy Planning Standards for Municipal Plans, CCRPC reviewed the draft Williston Town Plan Enhanced Energy element to determine whether:

1. The Town Plan includes an energy element that has the same components as described in 24 V.S.A. §4348a(a)(3) for a regional plan and is confirmed under the requirements of 24 V.S.A. §4350.
2. The Town Plan is consistent with following State goals:
 - a. Vermont's greenhouse gas reduction goals under 10 V.S.A. § 578(a);
 - b. Vermont's 25 by 25 goal for renewable energy under 10 V.S.A. § 580;
 - c. Vermont's building efficiency goals under 10 V.S.A. § 581;
 - d. State energy policy under 30 V.S.A. § 202a and the recommendations for regional and municipal energy planning pertaining to the efficient use of energy and the siting and development of renewable energy resources contained in the State energy plans adopted pursuant to 30 V.S.A. §§ 202 and 202b (State energy plans); and
 - e. The distributed renewable generation and energy transformation categories of resources to meet the requirements of the Renewable Energy Standard under 30 V.S.A. §§ 8004 and 8005.
3. The Town Plan meets the standards for issuing a determination of energy compliance included in the State energy plans as developed by the Vermont Department of Public Service.

Staff Review Findings and Comments

Consistency with the requirements above is evaluated through the Vermont Department of Public Service's Vermont Department of Public Service's Energy Planning Standards for Municipal Plans, which is attached to this document and briefly summarized below.

Standard	Met	Not Met	N/A
1. Plan duly adopted and approved	X		
2. Submit a copy of the adopted plan	X		
3. Plan contains an energy element	X		
4. Analysis of resources, needs, scarcities, costs and problems in the municipality across all energy sectors	X		
5.a. Report Current energy use for heating, electricity, and transportation	X		
5.b. Report 2025, 2035 and 2050 targets for energy use	X		
5.c. Evaluation of thermal-sector energy use changes	X		
5.d. Evaluation of transportation-sector energy use changes	X		
5.e. Evaluation of electric-sector energy use changes	X		
6.a. Encourage conservation by individuals and organizations	X		
6.b. Promote efficient buildings	X		
6.c. Promote decreased use of fossil fuels for heat	X		
6.d. Demonstrate municipal leadership re: efficiency of municipal buildings?	X		
7.a. Encourage increased public transit use	X		
7.b. Promote shift away from single-occupancy vehicle trips	X		
7.d. Promote shift from gas/diesel to non-fossil fuel vehicles?	X		
7.e. Demonstrate municipal leadership re: efficiency of municipal transportation?	X		
8.a. Promote Smart growth land use policies	X		
8.b. Strongly prioritize development in compact, mixed use centers	X		
9.a. Report existing renewable energy generation	X		
9.b. Analyze generation potential	X		
9.c. Identify sufficient land to meet the 2050 generation targets	X		
9.d. Ensure that local constraints do not prevent the generation targets from being met	X		
9.e. Include policy statements on siting energy generation	X		
9.f. Maximize potential for generation on preferred sites	X		
9.g. Demonstrate municipal leadership re: deploying renewable energy	X		
10. Include maps provided by CCRPC	X		
11. Does the plan identify and map existing electric generating resources?	X		
12a-e. Does the plan identify area for the development and siting of renewable energy resources?	X		
13a-b. Does the plan identify areas that are unsuitable for siting renewable energy resources or particular categories or sizes of those resources?	X		

14. DPS Review			X
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The proposed enhanced energy element demonstrates a strong commitment to implementing best practices for advancing the State energy goals at the municipal level and for planning additional renewable energy generation which are balanced with local land use policies.

However, the following edits are required for CCRPC to grant an affirmative determination of energy compliance to the Town of Williston:

1. CCRPC finds that Williston’s Siting Policies #3 and #4 do not meet the Department of Public Service’s Energy Planning Standards for Municipal Plans. Specifically, the siting policies do not meet Standards #13(A) and (B).

Standard #13(A) states that if an area is identified as “unsuitable for energy generation, then the land use policies applicable to other forms of development in this area should similarly prohibit other types of development.” Siting Policy #3 contains language that is more restrictive than policies applied to other types of land development in Williston particularly in regard to the removal of forest.

Standard #13(B) states that the plan must “ensure that any regional or local constraints identified are supported through data or studies, are consistent with the remainder of the plan, and do not include an arbitrary prohibition or interference with the intend function of any particular renewable resource size or type.” Siting Policy #4’s conservation requirement will likely arbitrarily prohibit or interfere with the siting of renewable energy facilities in several areas in Williston. This may have a particular impact on restricting the siting of net-metered solar facilities. Further, the inclusion of “Conservation Areas” as a local possible constraint, combined with Siting Policy #1 which requires developers to “minimize impacts to state and local constraint,” may effectively provide the same protection as Siting Policy #4, but without calling into question the Plan’s conformance with Department of Public Service’s Energy Planning Standards for Municipal Plans.

CCRPC suggests the following edits to ensure that Standards #13(A) and (B) can be met:

3. Development, including energy generation, distribution, storage, transmission facilities and fencing, should be carefully located and designed to avoid habitat fragmentation and impacts that would demonstrably reduce the ecological function on a parcel in conservation areas/wildlife travel corridors/wildlife core habitat. ~~Forest blocks should be preserved. If more than 1 acre of forest is removed the project must demonstrate that the solar/wind generation will have a net benefit, factoring in impacts from forest removal such as reduction of carbon sequestration and increased surface runoff.~~

4. ~~Installation of an energy generation facility within a conservation area/ should result in permanent conservation of the remainder of the conservation area (see Map 18) that is within the same ownership (Source bylaw, 21.4.3.3).~~

CCRPC staff finds that the draft Williston Town Plan meets the requirements of the enhanced energy planning standards (“determination”) set forth in 24 V.S.A. §4352 provided that the above edits are completed by the Town of Williston. **The above amendments have been made.**

CCRPC staff makes the following recommendations to the Town of Williston regarding the proposed siting policies to improve the effectiveness of the Plan in the Section 248 process. These changes are not required:

2. Staff recommends that references to the Development Review Board be removed from Siting Policy #2. The Planning Commission and the Selectboard are the municipal parties identified in statute that are enabled to participate in the Section 248 process. Development Review Boards are not directly enabled in statute to participate in the Section 248 process. Referencing the Williston Development Review Board in this siting policy may raise legal questions about the municipality's review process and participation in a particular case.
3. Staff recommends removing Siting Policy #5 as this policy is redundant to Siting Policy #1.
4. Staff recommends the following edit to Siting Policy #6 to eliminate redundancy with Siting Policy #1:

6. Watershed protection buffers ~~will follow state regulations when solar or wind generation is developed in the buffer and~~ shall remain undeveloped with the exception of consolidating existing utility infrastructure (See Table 1 in the 2016-2024 Comprehensive Plan for specific buffer distances). (~~Bylaw 29.9.6.1.~~
5. Provide additional justification regarding the logic behind Siting Policy #8 and Siting Policy #9. These are logical policies, but additional language on the intent would aid the Public Utility Commission's acknowledgement of them. Further, does Williston purposefully differentiate between referencing designated Village Centers and Growth Centers in Siting Policy #8 and "historic districts" in Siting Policy #9? If not, a clarification would be helpful. CCRPC can assist in drafting language to clarify this policy.
6. Staff recommends removal of Siting Policy #10 or Siting Policy #12 as the Town of Williston likely does not have the jurisdiction to enforce these policies.
7. Staff recommends moving Policy #11 to Siting Policy #1 in order to clarify the intent of these policies. Further, this policy should clarify that a site will be deemed locally to be a "preferred site" if it meets all local siting policies (this shall not apply to sites that already constitute State-designated "preferred sites."). Below is recommended language:
 1. The Town of Williston will use these siting policies while reviewing all Section 248 applications. The Town will also use these siting policies to determine support for designating a municipal preferred sites when a site does not meet the criteria to be a State-designated preferred site and in the review of Section 248 applications. Municipally-identified preferred sites shall meet the intent of the following siting policies.
8. Staff recommends removal of Siting Policy #13, as the topic raised in this siting policy, co-location of electricity storage and generation within PUDs, is already included as a pathway in the plan. While this is a great idea, it isn't something that will be implemented through the Public Utility Commission. It may be more effective for the Town to investigate its authority to require co-located electricity generation and storage through its development regulations.

The following comments are related to typos or points that need clarification:

9. References in the document to the "Public Utilities Commission" should be changed to "Public Utility Commission." Further, the plan should generally use either the phrase "Public Utility Commission" or the acronym "PUC." The terms are used interchangeably throughout the document.

10. On line 330, the number “325” should be replaced with “319.”
11. In Table 11 (page 17), light duty electric vehicles (% of vehicle fleet) should be 89%, not 41% in the year 2050.
12. In Table 13 (page 18), please cite the source of the calculation of acres per MW of solar. The amount of acreage cited (2.5 acres) is well below the number commonly cited by the Vermont Department of Public Service (8 acres) and those in the solar industry.
13. In Table 14 (page 19), please cite the calculation used to estimate the amount of possible rooftop solar MW possible in Williston.
14. The intent of Pathway 2.4 is to increase the number of vehicles parking at park-and-ride facilities, not all parking lots, correct? Please clarify.
15. Pathway 5.2 (page 31) is supposed to reference Pathway 5.1 instead of Pathway 1, correct? Further, CCRPC recommends directly referencing the Residential Building Energy Standards in this pathway instead of referencing the “certificate of compliance.”
16. Williston may want to consult with the Town Attorney regarding Williston’s jurisdiction to impose Pathway 5.5 and Pathway 5.6. Williston may not have the ability to compel developers to install new renewable energy generation and/or on-site storage. Williston also may not have the ability to compel developers to work with Efficiency Vermont or electric utility companies on site planning for energy conservation and renewable energy generation.
17. Staff recommends that Pathway 6.8 be removed as it is redundant with Pathway 6.5.
18. Please clarify that the “focal points of viewsheds” identified on page 39 are those viewsheds protected by the local possible constraint “scenic viewshed outside of the growth center.”

Proposed Motion & Next Steps:

The PAC finds that the proposed Town of Williston Town Plan Energy Elements (draft 1/29/2020) meets the requirements of the enhanced energy planning standards (“determination”) set forth in 24 V.S.A. §4352 with edit #1 described in this staff report.

Upon notification that the municipality has adopted the amendments with the required edits, CCRPC staff will review the plan, and any information relevant to the confirmation process. If staff determines that that substantive changes have been made, the materials will be forwarded to the PAC for review. Otherwise the PAC recommends that the draft Energy Plan should be forwarded to the CCRPC Board for an affirmative determination of energy compliance.

Chittenden County Regional Planning Commission (CCRPC)
Resolution
Determination of Energy Compliance for the 2020 Amendments to the 2016-2024 Williston Comprehensive Plan

WHEREAS, Title 24, V.S.A. §4352 in part states that a municipality that wishes to seek a Determination of Energy Compliance may submit its plan to the Regional Planning Commission, if the regional plan has an affirmative determination of energy compliance; that each review shall include a public hearing; and that the Commission shall issue an affirmative determination of energy compliance if the plan:

1. is consistent with the regional plan;
2. includes an energy element;
3. is consistent with Vermont's energy goals and policies; and
4. meets the standards for issuing a determination of energy compliance included in the State energy plans, as described by the Vermont Department of Public Service in their Energy Planning Standards for Municipal Plans;

WHEREAS, the CCRPC's 2018 *Chittenden County Regional Plan, entitled the ECOS Plan*, adopted June 20, 2018, received an affirmative determination of energy compliance on August 9, 2018;

WHEREAS, the CCRPC at its September 19, 2018 meeting approved the *CCRPC Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determination of Energy Compliance* dealing with local plans and CCRPC action;

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

WHEREAS, The Town of Williston, Vermont requested CCRPC grant a determination of energy compliance to the 2019 Amendments to the 2016-2024 *Williston Comprehensive Plan* in March 2020;

WHEREAS, the Planning Advisory Committee warned a public hearing on March 25, 2020 and held a public hearing on April 8, 2020 to review the 2019 Amendments to the 2016-2024 *Williston Comprehensive Plan* for granting a determination of energy compliance, at the CCRPC offices, located at 110 W. Canal Street, Suite 202, Winooski, Vermont and via Microsoft Teams;

WHEREAS, the CCRPC at its September 20, 2017 meeting approved the 2016-2024 *Williston Comprehensive Plan* and confirmed the Town of Williston's planning process, and the 2020 amendments to the plan do not nullify that approval and confirmation;

WHEREAS, the Planning Advisory Committee reviewed the records and recommended that the Commission grant an affirmative determination of energy compliance to the 2020 Amendments to the 2016-2024 *Williston Comprehensive Plan* as meeting the requirements of Title 24, V.S.A. §4352 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, as described in CCRPC's staff review and the minutes of the Planning Advisory Committee, dated April 8, 2020; and

WHEREAS, the Town of Williston Selectboard adopted the 2020 Amendments to the 2016-2024 *Williston Comprehensive Plan* on September 1, 2020;

NOW, THEREFORE, BE IT RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with Title 24, V.S.A. §4352 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, CCRPC grants an affirmative determination of energy compliance to the 2020 Amendments to the 2016-2024 *Williston Comprehensive Plan*

Dated at Winooski, this 16th day of September, 2020.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Michael O'Brien, Chair

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
JOINT EXECUTIVE COMMITTEE MEETING MINUTES
FINAL

DATE: Wednesday August 5, 2020

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM Meeting

PRESENT: Mike O'Brien, Chair Catherine McMains, Vice Chair

John Zicconi, Treasurer (5:50pm) Bard Hill, At Large <5000

Andy Montroll, Immediate Past Chair Chris Shaw, At Large >5000

STAFF/OTHER: Charlie Baker, Executive Director Regina Mahony, Planning Mgr.

Eleni Churchill, Transportation Program Mgr. Forest Cohen, Senior Business Mgr.

Amy Irvin Witham, Business Office Mgr. Emma Vaughn, Communications Mgr.

Bryan Davis, Senior Transportation Planner

1. Call to Order, Attendance. The meeting was called to order at 5:48 PM by Mike O'Brien.

2. Changes to the Agenda, Members' Items. There were none.

3. Approval of July 1, 2020 Executive Committee Minutes

CHRIS SHAW MADE A MOTION, SECONDED BY ANDY MONTROLL TO APPROVE THE JULY 1, 2020 EXECUTIVE COMMITTEE MINUTES AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

4. Act 250 & Section 248 Applications. There were none.

5. Financial Update – FY20 Forest Cohen provided a financial overview covering the period from July 1, 2019 through June 30, 2020. He referred members to the Income Statement they received for the meeting. Forest stated the month of June was better than expected. We ended FY20 at 99.1% of operations support revenue. The last three months were very positive. Overall, we are quite good from a revenue generation standpoint. Forest said this is a good place to be going into FY21. Members agreed. Forest then referred to the Cash Sheet. He explained we ended the fiscal year with approximately \$300,000 in the bank and with municipal dues coming in, the bank accounts are currently up to \$448,000.

Bard asked, since many of the staff are working from home, if considerations had been given to reducing office space. Charlie stated we signed a seven year lease with Redstone, however, there have been discussions about opportunities to share office space. John Zicconi was curious if staff has been taking less vacation time this summer and if paid time off could be banked? Charlie explained PTO accruals are capped at three weeks and staff have been taking vacation time over the last few months.

6. Racial Equity - Next Steps.

Charlie reviewed the conversations we have been having on Social Justice and Racial Equity internally and externally. He explained Emma Vaughn and Bryan Davis are taking the lead on this topic. Charlie began reviewing the four levels of this work.

1 Internally, staff have been and will continue to attend workshops, share reading materials and
2 participate in external training. We are working to become better educated and plan to continue
3 with trainings and discussions each month.
4

5 At the Board level, we are thinking that we should start by learning more about the City of
6 Burlington's declaration that racism is a Public Health emergency. Charlie said he has had and will
7 continue having conversations with Mark Hughes, the Executive Director of Justice for All and a
8 member of the Vermont Racial Justice Alliance. Mike said he wants more education on the subject
9 and to be sensitive to all points of view. Charlie explained, we need the ability to understand this on
10 a deeper level, the core issues at hand. Bard asked how we move from education and discussion to
11 action. Catherine agreed with Bard and explained in Jericho there have been a lot of
12 demonstrations, but she wonders what, as a municipality, should be done to move things forward in
13 a meaningful way. Mike feels understanding the issues is the first step and can be used as a base to
14 make changes. Eleni agreed, we need to address and to understand this is a continuous process.
15 Chris Shaw is wondering if there is data we could work with to help facilitate action; for instance, in
16 affordable housing, if there are opportunities in data to identify places of inequity that need
17 changes. Member discussion ensued. Andy said it is difficult to presume we know how to deal with
18 these issues and agrees there needs to be further education and understanding to then develop a
19 plan that will lead to action within our communities. Doing this will take patience and time.
20 Members agreed. Mike said he had a conversation with Heather Carrington, Winooski's Community
21 and Economic Development Officer, that the RPC may be a good place to convey information to
22 multiple communities and make this a regional plan versus one town at a time.
23

24 Charlie stated the third level of action would focus on organizational plans, policies, and procedures.
25 He is proposing to have an assessment done by an external partner to identify opportunities for
26 improvement.
27

28 In the fourth level, we propose to focus more externally and work with our partner municipalities
29 and organizations. We play a role in community development, affordable housing, and equity in
30 housing; these are areas we can make concrete changes that will have an impact. Bard stated the
31 Howard Center Community Outreach program is set up across Chittenden county we could
32 potentially examine and use as a model.
33

34 Bryan agreed we need to deepen and broaden our understanding about racial inequity, and act
35 sooner rather than later. We can use education to develop a lens; then we can examine our bylaws,
36 our relationships with consultants, and ensure we have an awareness in terms of the work we are
37 doing within our communities. Bryan agreed, this is an ongoing process. Emma said this is the
38 beginning stage and we recognize it may be an uncomfortable topic, however, we know it is of great
39 importance and is something we need to address. Charlie stated there are larger organizations
40 hiring diversity and inclusion directors, however, his vision for our organization, our partners, and
41 our communities is to lean into this and take the responsibility upon ourselves to make and be a
42 part of the changes. Charlie also explained these issues tie into our ECOS Plan. He also stated we
43 will review our Title VI work and draft an update for the public participation plan by November. This
44 will help address policy documents and ensure we are doing the best job. Charlie said there will be
45 continuous education for all of us, including inviting people to speak on the subject. Bard
46 recommended Xusana Davis, Executive Director of Racial Equity for the State of Vermont. There
47 was general discussion that this will be a longer term effort and that we could target the end of
48 2022 as a date to incorporate new language on this topic into the 2023 update of the ECOS Plan.

7. Chair/Executive Director Report

- a. **Clean Water Service Provider update**: Charlie explained the DEC accepted our draft proposal and will be proposing CCRPC as the CWSP for the Direct to Lake Basin in forthcoming rulemaking. The target date for adopting the rules looks like it is moving from November to January. Charlie explained there was only one applicant for each watershed, and we are the backup provider for the other 6 watersheds.
- b. **EDA Grant updates**: Charlie said we are applying for two grants from the Economic Development Administration; to develop a Comprehensive Economic Development Strategy for the West Central part of VT (Rutland, Addison, Chittenden and Washington counties) and the other to determine the feasibility of community rail in that same geography plus Franklin County. The CEDS grant is currently pending; we should know by the end of the month. Regarding the community rail concept, Charlie said we are at the beginning stages and should know by October if the feasibility study will be funded. We applied for a \$300K scope of work with \$150,000 coming from EDA and another \$150,000 funded by HULA. We will be reaching out to other RPC's and stakeholders to coordinate the effort, if funded.

8. Other Business: None needed.

9. Executive Session: None needed.

10. Adjournment: BARD HILL MADE A MOTION, SECONDED BY JOHN ZICCONI, TO ADJOURN THE EXECUTIVE COMMITTEE MEETING AT 6:58 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
JOINT EXECUTIVE COMMITTEE MEETING MINUTES
DRAFT

DATE: Wednesday September 2, 2020
TIME: 5:45 PM
PLACE: Remote Attendance via ZOOM Meeting
PRESENT: Mike O'Brien, Chair Catherine McMains, Vice Chair
John Zicconi, Treasurer Bard Hill, At Large <5000
Andy Montroll, Immediate Past Chair Chris Shaw, At Large >5000
Jeff Carr, Finance
STAFF/OTHER: Charlie Baker, Executive Director Regina Mahony, Planning Mgr.
Eleni Churchill, Transportation Program Mgr. Forest Cohen, Senior Business Mgr.
Amy Irvin Witham, Business Office Mgr. Bryan Davis, Senior Trans Planner
Emma Vaughn, Communications Mgr.

1. Call to Order, Attendance. The meeting was called to order at 5:45 PM by Mike O'Brien.

2. Changes to the Agenda, Members' Items. There were none.

3. Approval of August 5, 2020 Executive Committee Minutes
CATHERINE MCMAINS MADE A MOTION, SECONDED BY ANDY MONTROLL TO APPROVE THE
AUGUST 5, 2020 EXECUTIVE COMMITTEE MINUTES AS PRESENTED. MOTION CARRIED
UNANIMOUSLY.

Mike O'Brien turned the meeting over to John Zicconi for the Financial Committee items at 5:47 PM.

4. Quarterly Journal Entries; April – June 2020
Forest referred members to the Journal Entries dated April 2020 through June 2020, included with the packet. JEFF CARR MADE A MOTION, SECONDED BY CATHERINE MCMAINS TO APPROVE THE QUARTERLY JOURNAL ENTRIES. MOTION CARRIED UNANIMOUSLY.

5. Year End Financial Review – FY20 (July 2019 – June 2020)
Forest Cohen provided members with a financial review covering FY20, July 1, 2019 through June 30, 2020.

Balance Sheet June 30, 2020. Cash in checking at \$92,104 (operating). Cash in Money Market (reserve) at \$202,574. Current assets over liabilities, \$597,780. Forest reminded members of the retirement liability in relation to the balance sheet.

Income Statement through June 30, 2020.

Forest explained we ended FY20 at 99.1% of operations support revenue. Overall, great revenue generation in an otherwise very strange year. Forest said this is a good place to be going into FY21. Catherine asked about the direct rate. Forest explained, during the last quarter of fiscal year we billed more hours directly to projects than we may have in previous years. This generates positive income and could be an issue if we must adjust our indirect rate backward for overcollection. However, he does not believe this will be a problem in the future. Jeff Carr wanted to ensure

1 everyone understands we are not an income generating organization, moving forward he prefers we
2 not use the word 'income' since we should use terms relative to a non-profit (i.e. revenue versus
3 income). Forest referred members to the Cash Flow Statement. He explained the cash flow was
4 adequate through FY20, balances were approximately \$74,000 higher on the last day of the year
5 than the first. Forest explained there is roughly \$40,000 we could move out of the checking account
6 and into the money market, which is considered as reserve. John asked members if anyone
7 opposed moving \$40,000 from the checking to the money market. There was no opposition. John
8 asked Charlie if he had heard any news coming from the legislature that would affect our financials.
9 Charlie said he has not heard anything negative regarding funding yet.

10
11 **John Zicconi concluded the financial portion and turned the meeting back over to Mike O'Brien at**
12 **6:01 PM.**
13

14 6. Act 250 & Section 248 Applications.

15 a. Aegis Renewables Energy, Inc.; Hinesburg; #20-2349-AN

16 Regina noted that this is a request to designate the location as a preferred site. The 45-day
17 notice is for a 150kW solar project on Observatory Road in Hinesburg Vermont. She explained
18 landfills are automatically designated as a preferred site, this project is partially located on a
19 capped landfill. The Town of Hinesburg has commissioned the project and will receive the net-
20 metering benefits associated with the project. The project meets the intent of the Energy Goal
21 (#17) of the 2018 ECOS Plan, suitability policies and complies with the plan's constraint policies,
22 with a minor exception; However, since it is a local constraint, CCRPC will defer to the Town of
23 Hinesburg in determining the impact of development. CCRPC identifies the proposed project
24 site as a preferred site for net-metering. ANDY MONTROLL MADE A MOTION, SECONDED BY
25 CHRIS SHAW, TO APPROVE THE LETTER AS PRESENTED TO AEGIS RENEWABLE ENERGY. MOTION
26 CARRIED UNANIMOUSLY.
27

28 b. Lakeside Ovens, LLC; Burlington, #4C1316-1

29 Regina said there are no conflicts. The CCRPC staff has reviewed this Act 250 application for the
30 demolition of an existing two-story office building and its replacement with a 14,450 GSF three-
31 story office building on the existing foundations with minimal site improvements. The proposed
32 project is located at 32 Lakeside Avenue, in Burlington Vermont. The CCRPC finds the proposed
33 project to be in conformance with the Planning Areas of the 2018 Chittenden County Regional
34 Plan. CCRPC concurs with the overall findings of the study and supports the potential mitigation
35 strategies suggested for the Lakeside Avenue intersections with the Champlain Parkway and
36 Pine Street. ANDY MONTROLL MADE A MOTION, SECONDED BY JOHN ZICCONI TO APPROVE
37 THE LETTER TO RACHEL LOMONACO, AS PRESENTED. MOTION CARRIED UNANIMOUSLY.
38

39 7. FY21 Committee Appointments

40 Mike said we are in good shape for the FY21 Committee Appointments and Volunteers. We are still
41 looking for a couple of people, including a member of TAC Interest Group – Disabled. Bard
42 suggested reaching out to the Vermont Center for Independent living. Catherine has a potential
43 candidate that she will contact to see if they are interested.
44

45 8. Racial Equity - Next Steps.

46 Charlie explained we are looking for a comprehensive strategy and training with four levels. The
47 first level will focus on increasing understanding and training of both staff and board. At the board,
48 this will kick-off with Mike Hughes, the Executive Director of Justice for All, and a member of the

Vermont Racial Justice Alliance, discussing the public health emergency declaration at the September board meeting. This will be our first conversation with an external party to learn more about the issues. We will continue to develop several training sessions which will be held over the next year for staff as well as the Board. Charlie said Emma and Bryan are sharing information with staff and we are committed to training and information sharing on Social Justice and Racial Equity topics both internally and externally. The second level of work will be an organizational assessment. We will have a consultant review what we have in writing and on our website (for example our ECOS plan, Public Participation, Title VI reporting, and our internal policies and operating procedures). The third major piece regards the day to day engagement work we do around individual plans and studies. We want to ensure we have a deeper depth of partners to better engage with diverse communities within our county. The fourth level will be information sharing and potentially training across our member municipalities. Charlie said, as part of this, we will set up a web page and provide monthly updates on efforts happening at each municipality.

Andy Montroll felt we have highlighted very good issues. He also appreciated the essay recently shared with members through e-mail from Catherine McMains and Charlie titled, Our Vermont Innocence is our Confederate Flag, by Chuck Lacy. Andy wonders if there is a way to develop a better way to explain systemic racism. Bard Hill suggested we reach out to UVM for historical accounts in Vermont that could be important for our community members to understand. It is important to know Vermont is not impervious. Members agreed. Charlie said we need to develop the best sequence of training we can for increasing understanding and turning that into meaningful action. Charlie reminded members we welcome all thoughts and resources. He reiterated that there will be tough conversations to be had on this subject. Members agreed.

9. Chair/Executive Director Report

a. **Local Government Expense Reimbursement Program:**

Charlie said since our last meeting this program was passed in the legislature through the Cares Act funding. They have asked RPC's to help towns submit applications for reimbursements. The initial applications are due this Friday. We are doing our best to help towns apply for this funding. There are some funds being provided to RPC's to help with this. Catherine said the Jericho Fire department has a 501(c)(3) and based on this are excluded from receiving any funds. Members discussed.

b. **Clean Water Service Provider update:** Charlie explained we were selected as the CWSP for the Direct to Lake Basin in forthcoming rulemaking. We are awaiting the draft rules, which may come out tomorrow, and we will need to review. Charlie does expect some of the Clean Water budget and funding to slow. Clean Water revenue is down, and implementation of the CWSP program may slow down.

c. **Community Rail Feasibility Grant application update:** Charlie said we submitted a grant application to the Economic Development Administration to determine the feasibility of a community rail system and if there is a way to make this sustainable. The only way to do this is to have private development around train stations subsidize the operation. Referring to Lakeside ovens, that property is owned by HULA. We applied for \$300,000; \$150,000 would come from the EDA and HULA would fund the remaining \$150,000. We will reach out to other RPC's and stakeholders to coordinate the effort, if funded. John asked for clarification on the funding; Charlie explained the scope of work

is a total amount of \$300,000 with EDA funding at 50% (\$150,000) and HULA funding the remaining 50% (\$150,000.00)

10. Draft CCRPC Board Meeting Agenda

Charlie reviewed the September Board Meeting agenda with members. He explained that, for the first time, the FTA Title VI program need to be approved by the board. Eleni requested we add an I89 Study update to the October agenda. Andy requested the upcoming meeting scheduled be updated. Charlie discussed the Legislative Breakfast meeting that is usually held in December, and how this could work in the virtual meeting setting. Members discussed different virtual meeting options and which platforms might work best for larger groups.

11. Other Business: Bard asked about Regional Dispatch; Charlie provided a brief update. An update should also be provided to the board.

12. Executive Session: None needed.

13. Adjournment: JOHN ZICCONI MADE A MOTION, SECONDED BY ANDY MONTROLL, TO ADJOURN THE JOINT FINANCE AND EXECUTIVE COMMITTEE MEETING AT 6:48 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

September 3, 2020

Nils Behn
Aegis Renewable Energy, Inc
340 Mad River Park, Suite 6
Waitsfield, VT 05673

RE: Advance Notice of Petition for Aegis Renewable Energy LLC's Proposed 150kW Project in Hinesburg, VT – Observatory Road (Case #20-2349-AN)

Dear Mr. Behn:

Chittenden County Regional Planning Commission (CCRPC) has received the 45-day notice of a Section 248 Petition to be filed with the Vermont Public Utility Commission for a 150kW solar project on Observatory Road in Hinesburg, VT. CCRPC has also received a request to designate the location of the proposed facility as a “preferred site.” The Town of Hinesburg has commissioned this project and will receive the net-metering benefits associated with the project. The project is located, in part, on a capped landfill. CCRPC has reviewed this project's conformance with CCRPC's *2018 Chittenden County ECOS Plan*, which gained a Determination of Energy Compliance from the Vermont Department of Public Service on August 9, 2018.

ECOS Energy Goal

CCRPC finds that this project meets the intent of the Energy Goal (Goal #17) of the *2018 ECOS Plan*: “Move Chittenden County's energy system toward a cleaner, more efficient and renewable system that benefits health, economic development, and the local/global climate by working towards the State's Comprehensive Energy Plan goals.”

Strategy 2, Action 4b of the ECOS Plan states “CCRPC supports the generation of new renewable energy in the County to meet the Vermont Comprehensive Energy Plan's goals of using 90% renewable energy by 2050, in a manner that is cost effective and respects the natural environment.” Development of this solar facility helps implement this action.

The Plan's suitability policies help determine whether projects are cost effective, and the Plan's constraint policies help determine whether projects respect the natural environment:

Suitability Policies

The *2018 ECOS Plan* recommends the location of renewable energy generation facilities in appropriate locations, as defined by the policies in Strategy 2, Action 4b. The project as proposed meets the following suitability policies:

- The project is located in an area designated by a municipality in an adopted plan for such use, including specific preferred sites for solar.
- The project is located on a previously impacted area (State regulated landfill with post-closure certification).
- The project is outside of any state designated centers or historic districts.

CCRPC finds that the location of this project meets the suitability policies of the *2018 ECOS Plan*.

Constraints Policies

The *2018 ECOS Plan* states that development should be located to avoid state and local known constraints that have been field verified, and to minimize impacts to state and local possible constraints that have been field verified (Strategy 3, Action 1.f and Strategy 4, Action 1.f and Action 2.e). Our review indicates that a possible local constraint may be impacted by the project:

- Slopes 15% to 25%: Based on topographic data, it appears that a small amount of land area containing slopes between 15% and 25% grade may be impacted by this project. Since this is a local constraint, CCRPC will defer to the Town of Hinesburg in determining the impact of development on these slopes; however, it looks like a minor impact to a slope where the former landfill is located. **CCRPC is not requesting further information or action related to this constraint at this time.**

The project meets the suitability policies and the constraints policies, with a minor exception as stated above. Therefore, CCRPC identifies the proposed project site as a “preferred site” for net-metering.

These comments are based on information currently available; we may have additional comments as the process continues. We understand that the project may change between the advance notice and the final application. CCRPC will review the project location again after the final application is submitted to confirm our initial findings above.

Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

cc: CCRPC Board
Renae Marshall, Town Administrator, Town of Hinesburg

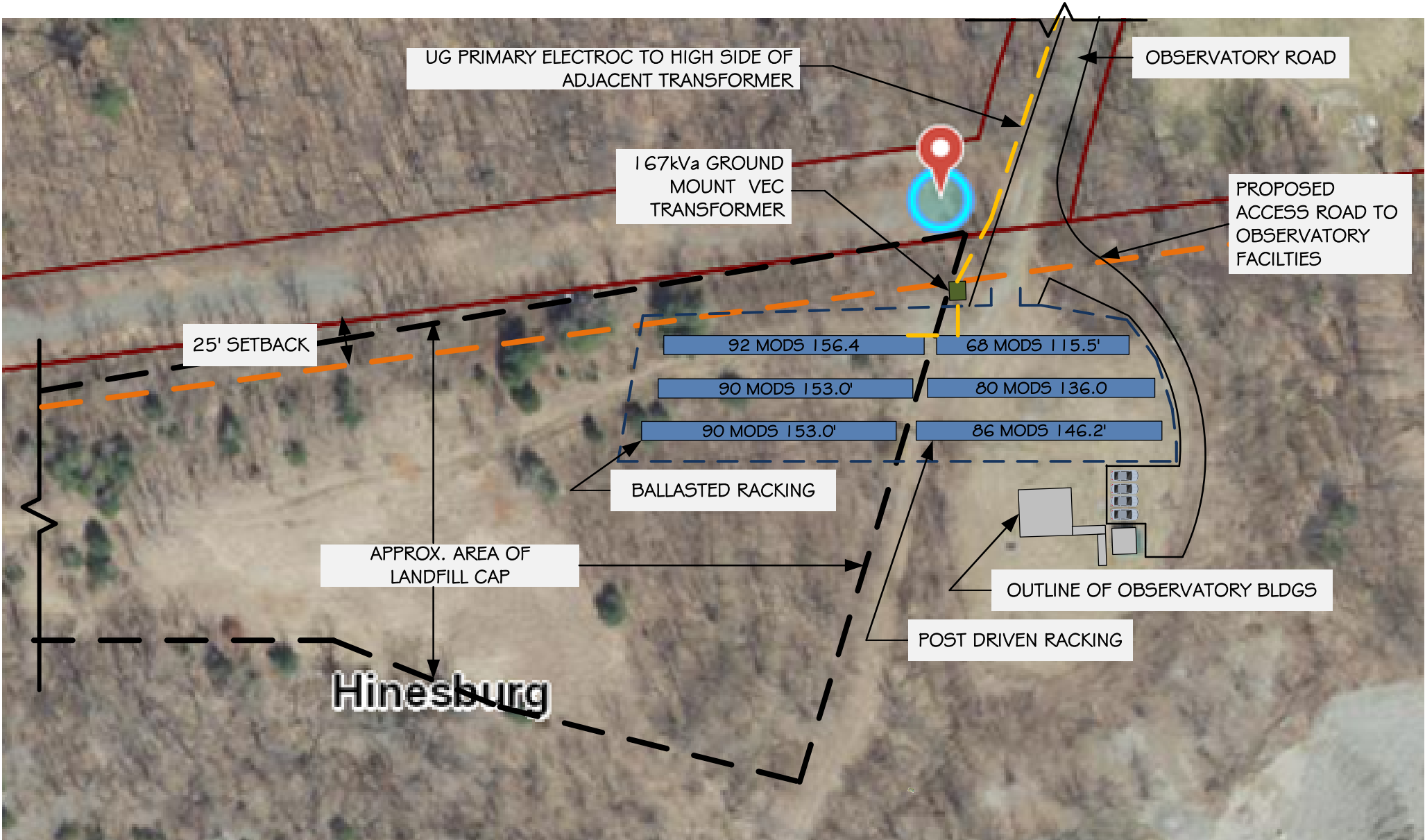
Aegis Renewable Energy, Inc.

Advance Notice for 150 kW Ground-Mount Solar Array – Observatory Rd, Hinesburg

Attachment A



Attachment B - Site Plan



LINE LEGEND

- CHAIN LINK FENCE
- 25' SETBACK LINE
- LANDFILL CAP BORDER
- PRIMARY ELECTRIC UG

INVERTER INFORMATION

INVERTERS
FRONIUS PRIMO 15.0 (QTY 10)

INPUT

- NUMBER MPPT (2) 1/2
- MPP VOLTAGE RANGE: 320-480
- MAX USABLE CURRENT: 49.5A / 27A
- TOTAL MAX DC CURRENT: 51A

OUTPUT

- MAX OUTPUT POWER: 240V-15000W
- MAX OUTPUT CURRENT: 240V-62.5A
- BREAKER SIZE: 240V – 80A
- GRID CONNECTION: 208/240V

OBSERVATORY ROAD 150kW AC PROPOSED GROUND MOUNT ARRAY
SCALE: 1" = 80'

DATE: 08-21-20	PROJECT: PROPOSED 150KW FOR THE TOWN OF HINESBURG			340 MAD RIVER PARK SUITE 6 WAITSFIELD, VT 05673 (802) 496-5155 WWW.AEGIS-RE.COM	
DWG #: OBSCON-v01	DWG TITLE: CONCEPTUAL LAYOUT	DRW / CK TAF	SCALE 1" = 80'		

September 1, 2020

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

RE: Lakeside Ovens, LLC; Burlington; #4C1316-1

Dear Ms. Lomonaco:

The Chittenden County Regional Planning Commission's (CCRPC) Staff and Executive Committee have reviewed this Act 250 application for the demolition of an existing two-story office building and its replacement with a 14,450 GSF three-story office building on the existing foundations with minimal site improvements. The proposed project is located at 32 Lakeside Avenue, in Burlington, Vermont. The City of Burlington's Development Review Board has approved the project.

Due to the detailed level of development review in most Chittenden County municipalities, and the environmental permit reviews at the Vermont Department of Environmental Conservation, CCRPC focuses its Act 250 reviews on the type of proposed land use and the Planning Areas section of the 2018 Chittenden County ECOS Plan. The CCRPC also focuses its review on transportation-related issues, where appropriate, in accordance with the Metropolitan Transportation Plan, which is within the 2018 Chittenden County ECOS Plan.

CCRPC offers the following comments on the proposed project:

The proposed project is located within the Enterprise Planning Area as defined in the Chittenden County Regional Plan, entitled the *2018 Chittenden County ECOS Plan*. CCRPC finds the proposed project to be consistent with the Planning Areas for the following reasons:

1. The Enterprise Planning Area is identified in the Plan as an area planned for growth, and therefore the proposed project helps implement Strategy #2 of the Plan, which calls for 80% of new development in the areas planned for growth. The Enterprise Planning Area is defined as:

***Enterprise Planning Areas** are areas where local zoning authorizes a future concentration of employment uses that attract workers from the County and multi-county region. Development in these Planning Areas should have adequate wastewater capacity and access to transit or be near these services. Typically, this area encompasses major employers or a cluster of single employers and has current or planned transit service.*

2. The proposed project is served by municipal water and sewer, is located on bus lines, and is within walking distance to many services/jobs and housing.

3. The proposed building form and land uses are consistent with the local regulations, as evidenced by the Burlington DRB's approval of the project.

Therefore, CCRPC finds the proposed project to be in conformance with the Planning Areas of the *2018 Chittenden County Regional Plan*.

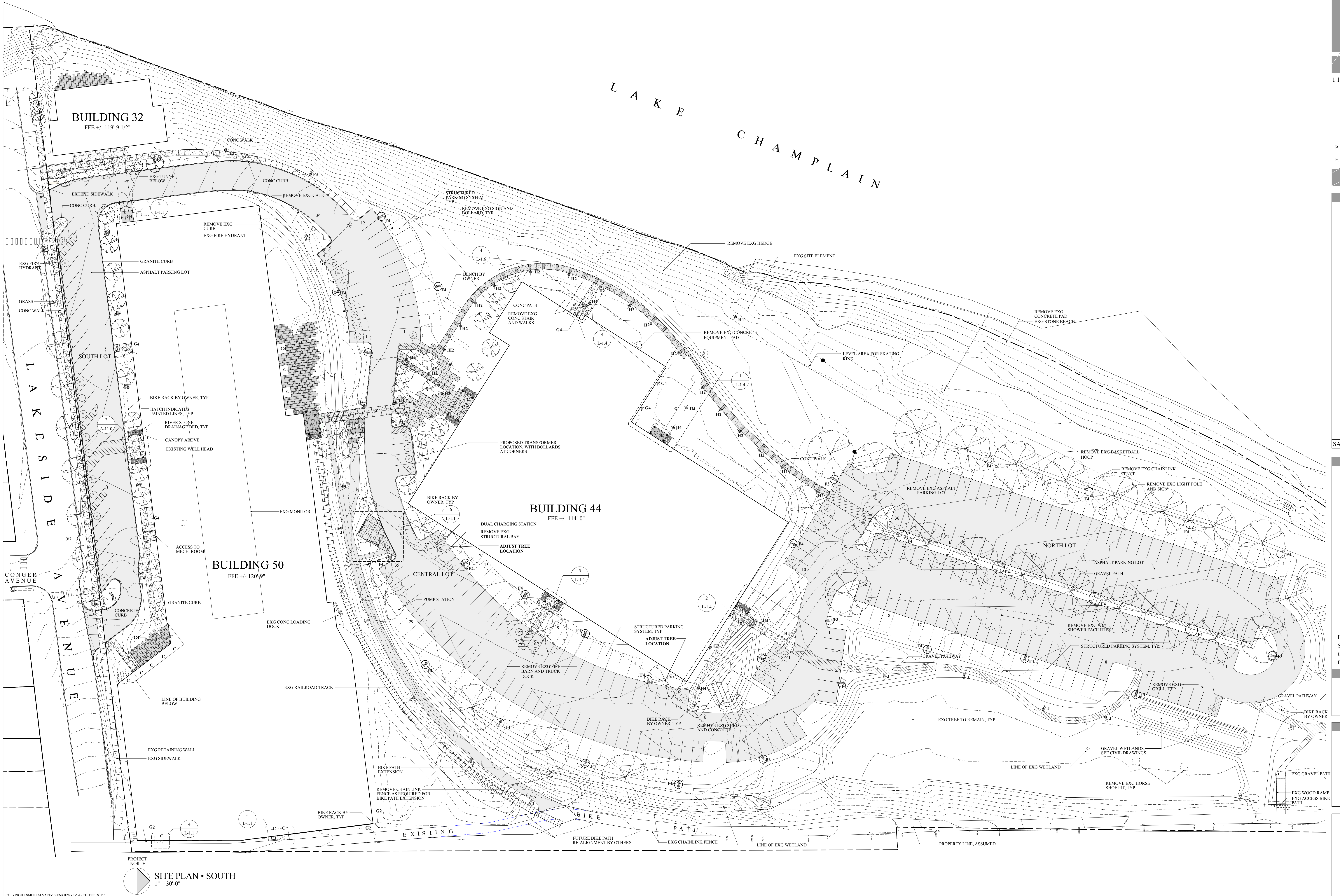
The Traffic Impact Study, revised November 1, 2018, conducted by VHB was reviewed. CCRPC concurs with the overall findings of the study and supports the potential mitigation strategies suggested for the Lakeside Avenue intersections with the Champlain Parkway and Pine Street.

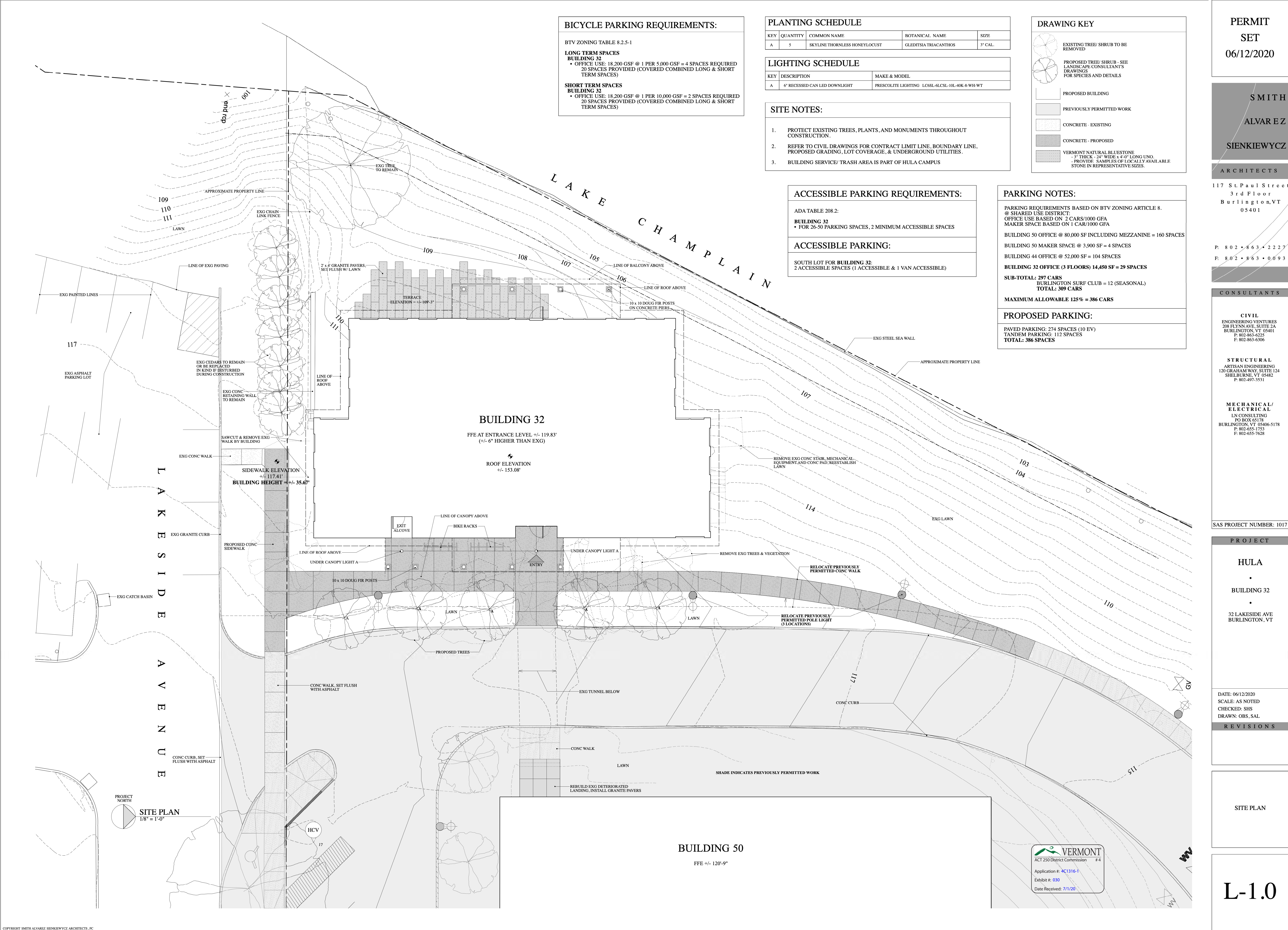
These comments are based on information currently available; we may have additional comments as the process continues. Please feel free to contact me should you have any questions.

Sincerely,

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service





CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
CLEAN WATER ADVISORY COMMITTEE – **DRAFT** MINUTES

DATE: **Tuesday, July 7, 2020**
SCHEDULED TIME: 11 a.m. to 12:15 p.m.
PLACE: ONLINE
DOCUMENTS: Minutes, documents, and presentations discussed accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Bolton: Joss Besse	Hinesburg: Merrily Lovell	St. George:
Buels Gore:	Huntington: Darlene Palola	Underhill:
Burlington: James Sherrard	Jericho:	Westford:
Charlotte:	Milton: Dave Allerton	Williston: Christine Dougherty
Colchester: Amanda Clayton	Richmond: Ravi Venkataraman	Winooski: Ryan Lambert
Essex: Annie Costandi, Co-Chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction:	South Burlington: Tom DiPietro	VANR: Christy Witters
Burlington Airport: Polly Harris (Stantec)	University of VT: Lani Ravin	CCRPC Board: Don Meals, Co-Chair
Friends of the Winooski River:	Lewis Creek Assoc:	Winooski NRCD:
Other Attendees: DEC: Danielle Owczarski, Jim Ryan; Fitzgerald Environmental Associates, Inc: Evan Fitzgerald and Evelyn Boardman; Salix Solutions: Juliana Dixon; Blue© Stormwater: Drew Bissell; Stone Environmental: Amy Macrelis		
CCRPC Staff: Dan Albrecht, Chris Dubin, Eleni Churchill, Sai Sarapelli, Regina Mahony		

- 1. Call to Order.** With the consent of the co-chairs, it was agreed to have Dan Albrecht run the meeting since it was all online. The meeting was called to order by Dan Albrecht at 11:05 a.m. Introductions were made.
- 2. Changes to the Agenda and public comments on items not on the agenda** Chris Dubin asked for and was granted time to provide a brief update on the Grants-in-Aid program.
- 3. Review and action on draft minutes of May 5, 2020** After a brief recap by Dan Albrecht, *Darlene Palola made a motion, seconded by James Sherrard to approve the minutes as drafted. MOTION PASSED with abstention by Polly Harris.*
- 4. Case Study: Preparation of Jericho MRGP Implementation Plan: Fitzgerald Environmental**
Chris Dubin explained that this project was requested by Jericho for the CCRPC FY20 UPWP. Evelyn from Fitzgerald Environmental Associates provided an overview of the project. The project included development of cost assumptions for types of improvements. These were applied to each of the road segments that need improvement. The total cost of improvements is estimated at approximately \$495,000 over 10 years. These were planned out over that ten-year period based on the amount of resources the Town will be able to provide to this work (both from funding and staffing perspective). Chris Dubin explained the timing of how this fit within MRGP requirements.

Questions/Discussions: Amanda Clayton also asked about requirements for improving percentages of road segments versus those partially meets (50%), does not meet (100% corrected). Culverts are included in this scope of work, are these actual culvert numbers or an assumed number of culverts per segment? The data includes actual number of culverts and quality. All outfalls have been inventoried and submitted to the state with the REI data on April 1st. Has there been any high-level work done on cost estimates for non-compliant outfalls? Fitzgerald does have some data associated with amount of erosion loss that could be used for order of magnitude. Chris Dubin added that outfall locations vary so much that it may be difficult to set a standard cost, a point with which Amanda concurred based upon Colchester's experience as well.

Northwest RPC also has some great data from the Grants in Aid project on standardized costs per type of project that can be used for long-term capital planning as well. This Jericho project will also be repeated for Huntington for FY21, so more data will be developed from that project as well.

5. Draft 2020 Basin 5 Tactical Basin Plan

a. Comments on recently released public draft

Dan Albrecht showed the CWAC where the draft plan can be found on the website and provided the CWAC with the planned schedule for public meetings namely the July 15th CCRPC Board meeting and a July 20th online public forum hosted by DEC and a late July Northwest RPC Board meeting. Final comments are due to DEC by August 3rd. The CCRPC Board will review the conformance letter next Wednesday on July 15th. Dan asked the CWAC if any members have had a chance to review the Plan and have any concerns that the Board should be aware of. No members expressed any concerns. Dan asked folks to email him if they have any comments.

Dan reviewed the draft conformance letter that was in the packet. The letter compares the conformance of the Basin Plan with our 2018 ECOS Plan. The letter also makes three additional comments:

- The CCRPC recommends that RPCs, through their Clean Water Advisory Committee be allowed to provide input to DEC's prioritization scoring system as intended by statute.
- We wish to restate the concern of several of CCRPC's member municipalities that requiring municipal wastewater treatment plants to engage in costly upgrades at poor Phosphorus Reduction Benefit to Cost Ratio will make it a challenge for Chittenden County to achieve key strategies of the ECOS Plan. This version of the letter includes more detail on cost per kilo of phosphorus reduction.
- Finally, we would like to support the concerns raised by our MS4 permittee municipalities and organizations that the 50% match requirement imposed by the DEC for use of State grant funds is unfair and counterproductive.

6. Updates

- a. Dan Albrecht provided a brief update on CCRPC's application for designation as the Clean Water Service Provider for Basin 5. CCRPC was the only applicant. Dan explained who applied for the other six basins. DEC is expected to send out a letter next week on the CWSP's and begin the rule-making process. The rule-making process should be done by December. Project funds won't flow until Fall 2021.
- b. Chris Dubin provided a Grants in Aid update. There is an extension until October 15th on the construction.
- c. Eleni Churchill noted that staff is working on FY21 UPWP contracts. They will consult with each Town to make sure that they are comfortable with the proposed contractor to be assigned the work.

7. Items for Tuesday, August 4th meeting agenda.

- a) May not need a meeting.

8. Adjournment. The meeting adjourned at 12:00 p.m.

Respectfully submitted, Regina Mahony & Dan Albrecht

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE
MINUTES

DATE: Tuesday, September 1, 2020
TIME: 9:00 a.m.
PLACE: Meeting held remotely via Zoom

Members Present

Justin Rabidoux, South Burlington
Nicole Losch, Burlington
Matthew Langham, VTrans
Amy Bell, VTrans
Jon Rauscher, Winooski
Jonathon Weber, Local Motion
Bob Henneberger, Seniors
Mary Anne Michaels, Rail
Chris Damiani, GMT
Lisa Schaeffler, Williston
Dennis Lutz, Essex
Dean Bloch, Charlotte
Sandy Thibault, CATMA

Staff

Charlie Baker, Executive Director
Eleni Churchill, Transportation Program Manager
Bryan Davis, Senior Transportation Planner
Christine Forde, Senior Transportation Planner
Jason Charest, Senior Transportation Planning Engineer
Sai Sarepalli, Senior Transportation Planning Engineer
Marshall Distel, Transportation Planner

Guests

Zoe Neaderland, VTrans
Dave Pelletier, VTrans
Chris Lamm, Cambridge Systematics
Brian Stewart, Cambridge Systematics
Shawna Kitzman, FHI

1. Justin Rabidoux called the meeting to order at 9:05 AM and Bryan Davis did a roll call for attendance.

2. **Consent Agenda:** Christine Forde referenced the memo in the agenda packet. NICOLE LOSCH MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY DENNIS LUTZ. THE MOTION PASSED.

3. **Approval of Minutes**

Justin asked for any changes, which there were none. BOB HENNEBERGER MADE A MOTION TO APPROVE THE MINUTES OF JUNE 2, 2020, SECONDED BY NICOLE LOSCH. THE MOTION PASSED.

4. **Public Comments**

None.

5. **Update of Statewide Rail and Freight Plans**

Zoe Neaderland and Dave Pelletier of VTrans were joined by Chris Lamm and Brian Stewart from Cambridge Systematics, and Shawna Kitzman of FHI, to provide an update on the Statewide Rail and Freight Plans. Zoe and Dave introduced the project, and Chris and Brian shared a presentation about the background and process for these two separate but related plans. FRA requires the Rail Plan be updated every 4 years, and FWHA requires the Freight Plan be updated every 5 years. The Rail Plan includes Freight/Intercity passenger rail service, and the Freight Plan includes rail, highway, air, & water. The presentation included goals of the plan updates, passenger rail and freight rail trends, and discussion prompts for conversation. Mary Anne Michaels noted that 85% of rail traffic on Vermont owned railroads starts and/or ends in Vermont. Charlie asked about the top origins and destinations in Vermont (origin counties: Chittenden, Windham, Washington; destination counties: Rutland, Franklin, Chittenden). There was discussion about land uses and zoning adjacent to rail lines and existing sidings. Dennis Lutz asked if the plans were considering which products, we're likely to be shipping in the future, and if the transportation system can accommodate offloading and transporting those products? Brian Stewart said the plans are looking at future rail commodities, and they have a tool to show the transload facilities.

Dean Block asked about the use of sidings and if there are emergency preparedness plans. The consultant team noted that information on sidings is not readily available and is not included as a map info layer. Dean noted local concerns about freight being stored on sidings outside of urban core without adequate emergency response plans should an accident occur. Jonathon Weber suggested the passenger rail plan and stations include secure and covered bike parking, as well as charging stations for e-assist bikes. Charlie noted the need to upgrade Burlington to Essex for passenger and freight movement. The consultant team described the rail plan elements and passenger rail forecasting, and Shawna provided an overview of a webmap that will be used to share information and solicit public input. A link will be available soon. Charlie asked if the map showed freight moved by truck, as it will be good information to have when the issue of shifting truck freight to rail is discussed. The map is focused on rail and doesn't include truck volumes. Zoe shared that the Rail Plan is under time constraints but that the Freight Plan will consider all freight movements. Charlie asked if commuter rail between cities is being considered. Zoe noted this is important but is outside the scope of this effort. Chris shared the project schedule, with more outreach planned for November/December and project completion in January 2021. A town hall is planned for October 6, 2020 from 4-5 p.m. Amy Bell asked how people without internet access can comment, and the consultant noted there is a mailing address available. Other related resources:

- Amy shared a link to a time-lapse video of the Middlebury rail tunnel project:
<https://vtrans.vermont.gov/projects/middlebury>
- The presentation is posted on the [TAC webpage](#), and more information about the plans is on these websites:
 - Rail Plan: <https://vtrans.vermont.gov/rail/reports>
 - Freight Plan: <https://vtrans.vermont.gov/planning/freight>

6. CCRPC Public Participation Plan and Title VI Update

Bryan Davis, CCRPC, gave an update on CCRPC Title VI activities. As a reminder, **Title VI of the Civil Rights Act of 1964** prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving Federal financial assistance. The CCRPC June newsletter shared that we signed on to the **Community Declaration of Racism as a Public Health Emergency** and Charlie outlined specific action steps in the newsletter. The CCRPC is creating a **new webpage** centered on racial equity which will host our commitment to the Community Declaration of Racism as a Public Health Emergency, as well as other resources including a centralized list of what each municipality in Chittenden County is doing with regard to racial justice (e.g., training and educational opportunities, changes to policy, and more). This new webpage will evolve as we implement our work plans annually. Each year the CCRPC compiles and submits a **Title VI annual report for FHWA and VTrans** which summarizes our efforts over the previous calendar year to include diverse populations in our work. Their review looks for our involvement of diverse social and ethnic groups, members of the public with limited English proficiency, low-income as well as people with disabilities. We recently completed development of an **FTA Title VI Program** which includes the CCRPC Title VI Policy Statement, formalizes the complaint process if someone believes they experience discrimination, references the PPP and includes project examples of outreach to diverse populations, and includes county demographic data and maps. We had some of these pieces already but developing this program not only helps us meet federal regulations but provides us with another tool to guide our anti-racism work. We are updating our **Public Participation Plan** to not only reflect use of online virtual opportunities and meetings with which we've all become familiar, but also to ensure that the Plan acknowledges, supports and promotes racial equity and social justice.

7. Status of Projects and Subcommittee Reports (Information Item):

The usual project list was inadvertently omitted from the back of the agenda but will be include next month. For any questions contact CCRPC staff.

8. CCRPC Board Meeting Report

In June the Board held a public hearing for the FY21 UPWP and budget and then voted to approve the FY21 UPWP and budget, voted to approve the Clean Water Service Provider Draft Proposal, heard an update from the Board Development Committee, and discussed a draft comment letter for the Draft Basin

1 5 – Direct to Lake Tactical Basin Plan. In July the Board held a public hearing for and approved the
2 FY21-24 Transportation Improvement Program (TIP), heard a presentation on the Draft Northern Lake
3 Champlain Direct Drainages Tactical Basin Plan and approved the Tactical Basin 7 Plan Conformance
4 Letter, reviewed Board Committee member appointments, discussed Potential Policy Participation
5 Topics, and discussed the CCRPC’s role in racial justice and equity. There was no Board meeting in
6 August.
7

8 **9. Chairman’s/Members’ Items:**

9 Dennis noted the recent VLCT newsletter included a legislative update about the state transportation
10 budget which includes “a one-year pause in Town Highway Structures and Town Highway Class 2 grants
11 for FY21, however town projects will maintain their position in the queue when grants resume.” Dennis
12 asked for clarification from VTrans. Justin noted he asked a similar question to District 5 but they didn’t
13 have additional information at the time. Amy stated that the consensus state budget forecast for FY21 was
14 not available until late July (due to COVID-19), without that updated information the Agency was not in
15 a position to make awards as there was not a clear understanding of the funding which would be
16 available. Once we received that information, the Agency determined that, given the timeframe for the
17 Legislature’s deliberations and finalization of the remaining three-quarters of the fiscal year budget, that
18 awards and contracting with towns for Class 2 and Structures grants would not result in the construction
19 of any projects this construction season.
20

21 Additionally, with all towns statewide facing budgetary impacts, the Agency determined it would be more
22 appropriate to provide \$6 million in supplemental Town Highway Aid funding to support ALL towns,
23 while taking a one year pause in awarding the Class 2 and Structures grants. The towns that are currently
24 in the queue to receive these grants this year, would be moved forward to next year, retaining their place
25 in the award queue. This proposal was submitted to the Legislature 10-days ago and they are still
26 deliberating this proposal, which was vetted with VLCT. If towns have a concern they should contact
27 their legislators.
28

29 Justin noted the next TAC meeting is scheduled for October 6.
30

31 The meeting adjourned at 10:31AM.
32

33 Respectfully submitted, Bryan Davis

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
PLANNING ADVISORY COMMITTEE - MINUTES

DATE: Wednesday, September 9, 2020
TIME: 2:30 p.m. to 4:00 p.m.
PLACE: Virtual Meeting via Zoom with link as published on the agenda

Members Present:

Eric Vorwald, Winooski
Larry Lewack, Charlotte
Paul Conner, South Burlington
Darren Schibler, Essex
Owiso Makuku, Essex
Ravi Venkataraman, Richmond
Dean Pierce, Shelburne
David White, Burlington
Sarah Hadd, Colchester
Wayne Howe, Jericho

Staff:

Regina Mahony, Planning Program Manager
Melanie Needle, Senior Planner
Taylor Newton, Senior Planner
Pam Brangan, GIS Data & IT Manager

Other:

Kyle Fecik, ESRI
Sydney Rich, ESRI
Timothie Biggs, ESRI (our region's account manager)

1. Welcome and Introductions

Paul Conner called the meeting to order at 2:34 p.m.

2. Approval of June 10, 2020 Minutes

Eric Vorwald made a motion, seconded by Dean Pierce, to approve the June 10, 2020 minutes. No further discussion.
MOTION PASSED.

3. ArcGIS Urban Demo

Melanie Needle explained that CCRPC has investigated this tool for 3D visualization of conceptual future development scenarios. The purpose of the demo is to show the PAC what this tool is capable of and to gauge interest. Melanie Needle shared her reasons why CCRPC decided to ask ESRI to conduct an ArcGIS Urban demo for the PAC: may be a helpful tool to help understand buildout of Form Based Codes, Community Viz has not yet updated their platform and so currently that buildout tool is out of date, and the 3D aspect could be very helpful.

Kyle Fecik from ESRI provided an introduction of the variety of things that can be done in Urban – from sea level rise indicators at a parcel level (Boston example) to public comment tool for various land use scenarios and proposals. When asked about form based codes Kyle indicated that there is a way to account for it, but it isn't fully worked in to the program yet. The tool is best used for traditional zoning – and traditional zoning parameters is how you'd define each zoning district even if it is a form based code district.

Sydney Rich from ESRI provided a demonstration. Sydney explained that it can be used for plans (comparing and analyzing various land use plan and/or zoning change scenarios), projects (visualize development proposals in front of the DRB), and indicators (metrics to help compare scenarios). The 3D base layer itself can come from a variety of methods: they have partners that develop these layers; from lidar; from sketch up 3D data coming from lidar; etc. Melanie Needle mentioned that we do have lidar data here; and 3D buildings in some areas.

A few of the interesting features of the tool include: line of sight (can show you views and obstructions), building shadows, use of the tool for public comments, can sketch in buildings (textured or un-textured) and features (like trees).

Questions:

1. *Can land use types be configured at the parcel level as opposed to the grid square?* Sydney stated that yes, you can.

2. *Is FAR the only input for estimating commercial development? Many of our towns do not use FAR in their zoning regulations.* Sydney showed the parameters that they typically use for zoning: they do use lot coverage and maximum height, setbacks (fixed distance, proportion of building is not currently supported).
3. *Can you set setbacks for both primary and accessory buildings?* Sydney explained that currently the setbacks are based on parcel edges and 1 building per lot; so could only show what an accessory structure would look like by splitting the lot and setting the accessory setback parameters.
4. *How much control is there to set elements such as AADT, water use, or wastewater needs? Can it be adjusted on a per building or development basis? Can you go in and adjust assumptions; and edit the out of the box space use type assumptions?* Sydney showed how you can change the parameters for zoning districts; and assumptions for the indicators.
5. *How much time commitment is there to get this set up and maintain?* Sydney stated that it varies; and she explained what you need for deployment: Filling out the zoning types table per zone takes some time depending on how many zones you want to start with (you can also add sub-zones if there are conditions that change). 3D base map can also take some time to get started. You also need a parcel layer, and boundaries of overlay districts if you have them. If you are talking about using the tool for proposed DRB projects, those take time to get each one set up.
6. *What does the public view look like?* Sydney stated that you can set what is viewable for the public in each plan and project. But the appearance is very similar to the admin/back end.
7. *Do you have any real examples of anyone who has used this and put it into a public plan?* Kyle stated that Boston is starting to get to this point, but not sure if they've used it for public input yet. Ann Arundel and Montgomery County in MD are thinking about it also. The product is only about a year old, so all of the implementation efforts are relatively new.
8. There was a discussion about ESRI's HUB tool for publicly facing websites. A HUB page might be more helpful for public engagement.

Regina Mahony asked the PAC to send any thoughts/feedback via email to CCRPC staff.

4. 2019 Housing Data

Melanie Needle presented the final 2019 housing data by type, municipality, and planning area:

2019 Year Built, 2019 Demo Built													
TOWN	AU	CS	GQ	MF	MH	SF	Demolitions	Total					
Bolton	0	0	0	0	0	2	1	-1	2			Areas Planned for Growth	89%
Burlington	6	0	0	0	218	0	2	-4	222			Rural Planning Area	11%
Charlotte	1	0	0	0	0	0	9		10				
Colchester	5	0	0	0	40	7	41	-11	82				
Essex	1	0	0	0	4	0	11		16			Planning	2019
Essex Junction	2	0	0	0	47	0	5	-7	47			Center	35%
Hinesburg	0	0	0	0	9	0	7		16			Metro	38%
Huntington	0	0	0	0	0	0	1		1			Suburban	9%
Jericho	1	0	0	0	7	0	4	-1	11			Village	7%
Milton	3	0	0	0	6	0	5	-2	12			Rural	11%
Richmond	0	0	0	0	10	0	7		17			Enterprise	0%
Shelburne	0	0	0	0	3	6	10	-10	9			Total	100%
South Burlington	3	0	0	0	78	0	30	-1	110				
St. George	0	0	0	0	0	0	2		2				
Underhill	3	0	0	0	2	0	8		13				
Westford	0	0	0	0	0	1	3	-2	2				
Williston	1	0	0	0	132	1	30	-2	162				
Winooski	0	0	0	0	45	0	0	-2	43				
Grand Total	26	0	0	0	601	17	176	-43	777				

Melanie Needle also described the affordable housing production numbers. There were 169 perpetually affordable homes added in 2019; this is above the 140/year goal. However, when looking at all four years of the Building Homes Together campaign the affordable goal has not been met. Regina Mahony also added that the results of the housing bond showed up a little bit in 2018, but mostly in 2019. The bond was essentially used up on projects in 2019 so we don't anticipate that we'll meet the goal in 2020.

Melanie Needle also presented the data in a map: <https://arcg.is/zuCii>

There was a question about a greater percentage being in the Metro Planning than the Center Planning Area – do we have a more specific goal than “within areas planned for growth” v. “rural”. Regina Mahony stated that the MTP scenario did have a tighter land use scenario – potentially within the Center and Village Areas. Also, starting next fiscal year we will likely take a look at the areas planned for growth for the next ECOS Plan update because currently the areas are not necessarily well connected to transit corridors.

5. Future PAC Meeting Topics

Regina Mahony showed the PAC a list of topics for future meetings. She stated that she will send the list out to the PAC and would appreciate if each member could get back to her with feedback. Regina also asked the PAC to add topics to the list that they may like to share/present to each other. Regarding municipal plans: there won't be too many coming up for review, so we'll have time to discuss other topics.

6. Regional Act 250/Section 248 Projects on the Horizon.

Regina asked the PAC to email Regina and Taylor any Act 250/Section 248 updates.

7. Other Business

- a. The Department of Housing and Community Development (DHCD) and the [Congress of the New Urbanism](#) (CNU) is pleased announce the completion of [Enabling Better Places: A Zoning Guide for Vermont Neighborhoods](#). This how-to manual promotes practical, small steps that Vermont's cities, towns and villages can take to address widespread regulatory barriers that limit the choice of conveniently located homes available at prices Vermont's people can afford.
- b. CCRPC Funding Directory – now live and searchable on the website: <https://www.ccrpcvt.org/funding-opportunities/>.
- c. New building energy codes are in effect as of 9/1/2020. Here is the webpage with more details: <https://publicservice.vermont.gov/content/building-energy-standards-update>
- d. The VT DEC issued General Permit 3-9050 (The “3-acre General Permit”). The new general permit will go into effect on December 1, 2020. The Final GP 3-9050 is available here: <https://dec.vermont.gov/watershed/stormwater/9050>.
- e. [NNECAPA and STAR Initiative Lessons in New Ruralism](#): Read [Lessons in New Ruralism - Fall 2020](#) to learn about some of the key ingredients of successful grassroots initiatives and lessons shared.
- f. [NNECAPA 20/20 Vision Check: Lessons in Hindsight, Planning with Foresight](#). September 30th & October 1st.
- g. The November PAC meeting should be moved to avoid Veteran's Day.

9. Adjourn

Meeting adjourned at 4:00pm.

Respectfully submitted, Regina Mahony