

REGULAR MEETING AGENDA

Wednesday, March 17, 2021 - 6:00 p.m.



Remote Access Meeting Only

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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. 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. Consent Agenda* (MPO Action; 1 minute)
4. Minutes of February 17, 2021 Meeting* (Action; 1 minute)
5. Warn public hearing on FY22 UPWP and Budget for May Meeting (Action; 1 minute)
6. Town of Westford Plan Approval and Confirmation* (Municipal Action; 1 minute)
7. Comments on Draft State Rail Plan* (MPO Action; 15 minutes)
8. VPSP2 Process and Initial Review of Potential FY23 Transportation Projects - Kevin Marshia, VTrans and Christine Forde, CCRPC (Discussion; 30 minutes)
9. Equity Leadership Team – member appointments* (Discussion & Potential Chair Action; 10 minutes)
10. Charge to Board Development Committee for FY22 Nominations (Action; 1 minute)
11. Chair/Executive Director Report (Discussion; 5 minutes)
 - a. UPWP Update
 - b. ECOS Annual Report
 - c. I-89 Board workshop?
 - d. Legislative Update
12. Committee/Liaison Activities & Reports* (Information, 2 minutes)
 - a. [Executive/Finance Committee](#) (draft minutes March 3, 2021)*
 - i. Act 250 Sec 248 letters
 - b. [Clean Water Advisory Committee](#) (draft minutes March 3, 2021)*
 - c. [MS-4 Sub-Committee](#) (draft minutes March 3, 2021)*
 - d. [Transportation Advisory Committee](#) (draft minutes, March 3, 2021)*

*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.*

- e. [UPWP Committee](#) (draft minutes February 25, 2021)*
 - f. [Planning Advisory Committee](#) (draft minutes March 10, 2021)*
 - g. [Brownfields Advisory Committee](#) (minutes February 10 and draft minutes March 10, 2021)*
13. Future Agenda Topics (Discussion; 5 minutes)
 14. Members' Items, Other Business (Information; 5 minutes)
 15. Adjourn

The March 17, 2021 Chittenden County RPC streams LIVE on YouTube here: https://www.youtube.com/playlist?list=PLlJLFn4BZd2O0l4hJU_nJ9q0l3PdQR0Pp, and will be available on the web, Sunday, March 21, 2021 at 1pm, here: <https://www.cctv.org/search/node/ccrpc>

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

- UPWP Committee – Thursday, March 25, 2021, 5:30pm
- Transportation Advisory Committee – Tuesday, April 6, 2021, 9am
- Clean Water Advisory Committee - Tuesday, April 6, 2021, ~11am
- CWAC MS4 Subcommittee - Tuesday, April 6, 2021, ~12:30pm
- Executive Committee – Wednesday, April 7, 2021, 5:45pm
- CCRPC Board Meeting - Wednesday, April 21, 2021 6:00pm

Tentative future Board agenda items:

April 21, 2021	Proposed Slate of Officers for FY22 FY22 UPWP update EV update. Including gas tax revenue implications - VTrans?
May 19, 2021	FY22 UPWP and Budget Hearing and Action Determine Ranking of Potential Transportation Projects for FY23 Telework trends and forecasts – CATMA?
June 16, 2021	Annual Meeting



Chittenden County Regional Planning Commission

March 17, 2021

Agenda Item 3: Consent Item

FY2021 TIP Amendments

Issues: Make the following changes to the FY21 year of the TIP. This amendment will change both the FY2021-2024 TIP and the FY2020-FY2023 TIP because the FY2021 TIP has not yet been approved by FHWA.

Shelburne Street Roundabout, Burlington (Project HP085, Amendment FY21-18)

Description of TIP Change: Add \$1,094,354 for preliminary engineering and \$3,112,613 for construction in FY21. The new total project cost is \$12,426,967 which is a 51% increase.

Reason for the Change: The project requires large scale environmental investigations underground to locate, identify, and categorize contaminated soils and groundwater.

Champlain Parkway, Burlington (Project HC001A, Amendment FY21-19)

Description of TIP Change: Reduce the TIP amount in FY21 by \$4,206,967 to accommodate the Shelburne Roundabout amendment listed above. \$4,793,003 remains in this project in FY21 which is adequate to accommodate anticipated project expenses.

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

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 REGULAR MEETING MINUTES
3 DRAFT
4

5 DATE: Wednesday, February 17, 2021

6 TIME: 6:00 PM

7 PLACE: REMOTE ATTENDANCE VIA ZOOM MEETING VIDEO

8 PRESENT: Bolton: Sharon Murray Buel's Gore: Garret Mott
9 Burlington: Andy Montroll Charlotte: Jim Donovan
10 Colchester: Jacki Murphy Essex: Jeff Carr
11 Essex Junction: Jeff Carr (Alternate) Hinesburg: Michael Bissonette
12 Huntington: Barbara Elliott Jericho: Catherine McMains
13 Milton: Tony Micklus Richmond: Bard Hill
14 St. George: Absent Shelburne: John Zicconi
15 So. Burlington: Chris Shaw Underhill: Absent
16 Westford: Absent Williston: Absent
17 Winooski: Michael O'Brien
18 Cons/Env.: Don Meals VTrans: Amy Bell
19 Bus/Ind: Absent GMT: Absent
20 Agriculture: Absent Socio/Econ/Housing: Absent

21
22 Others: Matthew Langham, VTrans Meghan O'Rourke, CCTV

23
24 Staff: Charlie Baker, Executive Director Regina Mahony, Planning Prgm Mgr.
25 Eleni Churchill, Trans. Prgm Mgr. Amy Irvin Witham, Business Office Mgr.
26 Marshall Distel, Trans. Planner Emma Vaughn, Communications Mgr.
27 Bryan Davis, Senior Trans. Planner Jason Charest, Senior Trans. Planner
28 Sai Sarepalli, Senior Trans. Planner
29

30 1. Call to order; Attendance; Changes to the Agenda. The meeting was called to order at 6:00 PM by
31 the Chair, Michael O'Brien.

32
33 2. Public Comment Period on Items NOT on the Agenda. There were none.
34

35 3. Action on Consent Agenda, MPO Business. There were two items on the consent agenda.
36

37 • Accept the Annual Safety Targets

38 Targets for the Safety Measures are established every year by VTrans, in collaboration with
39 the CCRPC. The TAC and the Board review and accepted these targets annually. The CCRPC
40 is asked to act on the following 2021 statewide targets set in the 2020 HSIP report:

- 41 ○ Number of Fatalities: 58
- 42 ○ Fatality Rate (Fatalities per 100M VMT): 0.82
- 43 ○ Number of Serious Injuries: 275
- 44 ○ Serious Injury Rate (Serious Injuries per 100M VMT): 3.65
- 45 ○ Total Number of Non-motorized Fatalities and Serious Injuries: 36

46
47 • TIP Amendments

48 The following TIP Amendments were requested:

- 1 ○ Vermont Railway Switch Replacement, Burlington, Project RR013, Amendment FY21-13;
2 Add \$1,874,500 in federal FRA Tiger VII grant funds to replace three existing manual
3 switches in Burlington. This project is not subject to CCRPC's fiscal constraint limit
4 because it is funded with grant funds.
5 ○ Amtrak Siding, Burlington, Project RR014, Amendment FY21-14; Add a project to the TIP
6 to construct a rail siding in the Burlington rail yard to overnight Amtrak passenger trains.
7 Construction amount for this project is \$1,900,000.
8 ○ Maple Street Rail Crossing Safety Improvements, Project HP154, Amendment FY21-17;
9 Increase construction cost from \$1,035,000 (federal) to \$1,866,276 (federal). TIP
10 amounts will be \$658,750 (federal) in FY21 and \$1,207,526 (federal) in FY21.
11

12 BARBARA ELLIOTT MADE A MOTION, SECONDED BY JEFF CARR, TO APPROVE THE CONSENT AGENDA
13 ITEMS. THE MOTION CARRIED UNANIMOUSLY BY THE MPO MEMBERS.
14

15 4. Approve Minutes of the January 20, 2021 Board Meeting.

16 JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, TO APPROVE THE JANUARY 20, 2021
17 BOARD MEETING MINUTES, WITH EDITS. MOTION CARRIED UNANIMOUSLY.
18

- 19 • Edit: Line 38, Pg 4, Catherine requested the addition of "K" to clearly designate the amount is in
20 the thousands.
21 • Edit: Line 38, Pg 6, Jim requested the following clarifying statement be added to the end of the
22 sentence, "*because of the ongoing storage of hazardous materials in Charlotte*".
23

24 5. Comments on Draft Clean Water Service Provider Rule. Charlie referred members to the Draft Clean
25 Water Service Provider Rule letter included in the packet. GARRET MOTT MADE A MOTION,
26 SECONDED BY JIM DONOVAN, TO ACCEPT THE COMMENTS ON THE DRAFT CLEAN WATER SERVICE
27 PROVIDER RULE LETTER, WITH EDITS. MOTION CARRIED UNANIMOUSLY.
28

- 29 • An edit was proposed to section § 39-306 - Fiscal Management by Jim Donovan, to clarify that
30 'quotes' are not appropriate for professional services. Jim proposed this be changed to
31 "qualifications and quotes". Members agreed.
32 • Jeff and Garret suggested further examination of Subchapter 6. Conflicts of Interest, as these
33 nuances are very important. Members agreed.
34

35 6. I-89 2050 Study presentation

36 Charlie and Eleni shared the I-89 2050 Study PowerPoint presentation that was included with the
37 packet with members. Eleni provided the background and overview on the project. She discussed
38 the status of the project, including the review of Interchange Concept Plans, Interchange Evaluation,
39 and the introduction of initial concepts for improvement bundles for the I-89 corridor.
40

41 The project's Vision Statement reads: "The 2050 Vision for the I-89 Corridor through Chittenden
42 County is an interstate system (mainline and interchanges) that is safe, resilient and provides for
43 reliable and efficient movement of people and goods in support of state, regional, and municipal
44 plans and goals." She said the I-89 Vision, Goals, and Objectives, will be reassessed as needed to
45 ensure that these statements continue to address future trends in travel patterns and shifts in mode
46 shares as well as changes in land use.
47

1 Eleni explained, there are two rounds of Interchange Evaluation; based on the results of the first
2 round of interchange evaluation, the I-89 Advisory Committee voted to advance Exits 12B, 13 and 14
3 to the second round of evaluation. The second round of evaluation included metrics under each
4 goal developed for the I-89 Corridor. These included:

- 5 • Safety Goal: Enhance safety along the I-89 Study Corridor and adjacent interchanges for all
6 users. Metrics: Ramp Spacing, Safety Impact, and Bike/Ped Safety.
- 7 • Livable, Sustainable, & Healthy Communities Goal: To promote compact growth that
8 supports livable, affordable, vibrant, and healthy communities. Metrics: Consistent with
9 Regional Plan, ROW Impacts, and Environmental Justice / Underserved Populations.
- 10 • Mobility & Efficiency Goal: Improve the efficiency and reliability of the I-89 Corridor and
11 adjacent interchanges for all users. Metrics: Interchange Trips, VMT, VHT, I-89 Corridor V/C,
12 Average Delay, and Bike/Ped Connectivity.
- 13 • Environmental Stewardship Goal: Establish a resilient I-89 Corridor that minimizes
14 environmental impacts associated with the transportation system. Metrics: Wetland
15 Impacts, River Corridors, Natural Habitats, and Fuel Consumption.
- 16 • Economic Access Goal: Improve economic access and vitality in Chittenden County. Metrics:
17 Connectivity to Areas Planned for Growth and Job Access.
- 18 • System Preservation Goal: Preserve and improve the condition and performance of the I-89
19 Corridor. Metrics: Asset Maintenance Cost, Construction Cost, Maintenance & Construction
20 Cost

21
22 Eleni provided an overview of the Evaluation Matrices (two tables) that were included in the
23 presentation and were also sent as a separate attachment to the Board. The two Evaluation
24 Matrices include the calculated/estimated metric values and the metric scores. Metrics are
25 organized by goal and the results were scored from 0-4 comparing the lowest to the highest value so
26 that each result received points based upon which quintile it fell in. At this phase of the I-89 Study
27 the metrics are specific to the interchanges even though some of them will be carry forward into the
28 corridor evaluation. Charlie and Eleni are seeking input from Board Members regarding additional
29 metrics and the scoring methodology. Eleni shared three initial I-89 Corridor bundles which will be
30 evaluated in the next phase of the study once the decision is made on which interchanges will move
31 forward for further analysis. Eleni stated an important aspect of the project is communication and
32 transparency. The second round of interchange evaluations includes targeted outreach to under-
33 represented populations, interested groups, the South Burlington City Council and Committees and
34 there will also be an online public meeting next month, on March 18.

35
36 Jeff and Bard asked for further information and explanations of the scoring and ranking; particularly
37 the methodology used. Jeff feels it is imperative the commissioners have a deep understanding of
38 the study to be able to defend the work. Eleni said they are very comfortable with the numeric
39 values of the metrics, but she welcomes feedback on the scoring methodology because there are
40 multiple ways that the metrics can be scored. Jim asked for more information on the bundles.
41 Charlie and Eleni will send out additional supporting documents and will also set up a Zoom meeting
42 workshop to further explain and review the information for anyone who is interested. Jim also
43 asked about the metrics, specifically if we should incorporate cultural (historic and archaeological)
44 and water quality considerations. Members discussed ways to ensure all values have been factored
45 into the matrix.

46
47 John Zicconi asked, and pointed out, the following:

- 1 • If Exit 13 is downgraded to a Boulevard, will this be limited access, or are there further
2 considerations to help relieve traffic flow at Route 7? Eleni explained this has not had a lot of
3 investigation, but this area is Federal land, and it will likely remain limited access.
- 4 • If traffic flow improvements for Exit 14 hinges on the establishment of Exit 12B, we need to
5 ensure this data is exceptionally clear and widely shared.
- 6 • In terms of scoring, it is imperative we are mindful these raw scores do not always reflect what
7 is the best option. There are factors to consider outside of the engineering piece of the project,
8 including community impacts.

9
10 Jeff stated it is important we clearly articulate the vision for this project; it is important we
11 completely understand the current and future implications, how this project will be viewed in the
12 future and we need to ensure we can define the success of the project. Eleni agreed and felt the
13 vision clearly defines and articulates the overall goals; safety, livability, reliability, efficiency, and
14 resiliency are at the core of this project.

15
16 7. All Hazards Mitigation Plan Update Committee Appointment

17 Mike thanked Sharon for volunteering to serve on the All Hazards Mitigation Plan Update
18 Committee. Sharon said she is happy to do it. She is interested in learning more about the process
19 and how to best represent the commission. GARRET MOTT MADE A MOTION, SECONDED BY JIM
20 DONOVAN, TO CONFIRM SHARON MURRAY'S APPOINTMENT TO THE ALL HAZARD MITIGATION
21 PLAN UPDATE COMMITTEE. MOTION CARRIED UNANIMOUSLY.

22
23 8. Racial Equity Update

24 Charlie provided a quick update on our Racial Equity work. He explained we are in the final stages of
25 setting up the contract with Creative Discourse. There is nothing drastic or quick happening now, as
26 the first phase is to establish an internal leadership team to champion the work. This fall we will
27 dive into heavier work, and hopefully be able to have in-person meetings.

28
29 9. Chair/Executive Director Report.

30 • Draft State Rail Plan

31 Charlie stated VTrans has the Draft State Rail Plan out for public review. The Transportation
32 Advisory Committee (TAC) will review and vote on staff prepared comments in March. Charlie
33 said this is open to comments for anyone. Jim said he plans to review and share his comments
34 and asked what the deadline for submission is. Charlie said the comment period will close at the
35 end of March. CCRPC staff is working on comments next week that will be ready before the
36 March 3 TAC Meeting. Charlie invited Jim to share his comments so they can be included in the
37 staff comments to the TAC. Charlie said the draft is published online under the Vermont State
38 Rail Plan. Eleni shared the link to the Draft State Rail Plan with members.

39
40 • Legislative Update

41 Charlie said the Legislature is now in full swing. There are a few bills of RPC interest, including
42 bills that affect some of our towns. One example is the project-based TIF (tax increment
43 financing) bill with Westford as the example trying to get community wastewater to the village.
44 The transportation bill has some interesting items, connecting transportation, climate, and
45 energy goals. Charlie said he has been asked to testify on the I-89 Study. They are also working
46 on a broadband bill and various Regional Planning Commissions around the state are helping
47 with this. We are looking at this to determine what we can do. Senator Sirotkin continues to
48 work on the Housing Bill. There is also a Rental House Registry Bill that would take some

1 responsibilities away from Town Health Officers and shift this work to a statewide inspection
2 system with the Division of Fire Safety. Finally, we are asking for increase in base RPC funding,
3 since there has not been an increase for many years.
4

5 Jim wanted to ensure we look at the Rental House Registry bill to see if there will be a negative
6 impact on affordable rentals, as there are already many mandated regulations, fees, and
7 inspections, we want to make sure it is not more difficult to maintain and create affordable
8 housing in rental situations. We want to make sure there is a balance.
9

10 • ECOS Annual Report

11 Charlie explained the ECOS Annual report is being worked on and we hope to have this out
12 before the next meeting.
13

14 10. Committee/Liaison Activities & Reports. Mike noted that minutes for our committees were included
15 as links as well as documents within the packet (Executive/Finance Committee, TAC, PAC, MS4 Sub-
16 Committee and CWAC).
17

18 11. Future Agenda Topics. Mike reminded members in March we will need to warn for the FY22 UPWP
19 & Budget, and the Board Development Committee, (comprised of Andy, Catherine, and Jeff), will
20 develop the FY22 slate of officers. Charlie said VTRANS is implementing their Prioritization and
21 Project Selection process. This is the first time we will be given a 150% list to fill the capital program
22 in the future years; this is a very different model and allows some input from the RPC for new
23 projects coming into the capital program. This will be a May agenda item for action.
24

25 Garret Mott shared his thoughts on future transportation-related considerations; he referenced the
26 I-89 Study and said he would like us to think about the future of electric vehicles. With a clear push
27 toward EVs he feels there will undoubtedly be a need for major changes to the current
28 infrastructure, including the addition of more charging stations and superchargers, as well as grid
29 updates to accommodate the upgrades. We need to think about planning for this. When we
30 consider the I-89 study, that much of this is funded by the fuel tax, and if this funding source is
31 reduced, there will be less money available. The last piece of this is to consider electric bikes. With
32 the expansion of e-bikes we will need to have increased safety measures in place to accommodate
33 volume. He also feels there will be a change in commuter traffic patterns with more people
34 continuing to work from home, post-COVID.
35

36 12. Members' Items, Other business. None.
37

38 13. Adjournment. JEFF CARR MADE A MOTION, SECONDED BY JIM DONOVAN TO ADJOURN THE CCRPC
39 BOARD MEETING AT 7:35 PM. MOTION CARRIED UNANIMOUSLY.
40

41 Respectfully submitted,
42 Amy Irvin Witham

Chittenden County Regional Planning Commission
March 17, 2021

Agenda Item 6: *2021 Westford Town Plan* Approval, Confirmation of Planning Process, and Determination of Energy Compliance

Issues: The Town of Westford has requested that the Chittenden County Regional Planning Commission (1) approve the *2021 Westford Town Plan*, (2) confirm its planning process and (3) grant a determination of energy compliance to the *2021 Westford Town Plan*. The plan was adopted by the Westford Selectboard on February 25, 2021.

As described in the attached proposed resolution, the PAC has held the required hearing, reviewed the Plan in light of these requests, and recommends Board approval at this time. For your information, the staff report to the Planning Advisory Committee regarding approval and confirmation of the plan and the determination of energy compliance is attached.

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 municipal planning process confirmation, plan approval and determination of energy compliance decisions 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 approve the *2021 Westford Town Plan*, confirm Westford's planning process, and grant an affirmative determination of energy compliance to the *2021 Westford Town Plan*.

Staff Recommendation:

Staff recommends that the CCRPC Board approve the *2021 Westford Town Plan*, confirm Westford's planning process, and grant an affirmative determination of energy compliance to the *2021 Westford Town Plan*.

Staff Contact:

Contact Taylor Newton with any questions: tnewton@nrpcvt.com, 846-4490 ext. *15.

Chittenden County Regional Planning Commission (CCRPC)
Resolution
2021 Westford Town Plan, Planning Process and Enhanced Energy Plan

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

1. is consistent with the goals established in Section 4302 of this title;
2. is compatible with its Regional Plan;
3. is compatible with approved plans of other municipalities in the region;
4. contains all the elements included in § 4382(a)(1)-(12) of this Title;

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 Westford, Vermont is a member municipality of this Commission;

WHEREAS, The Town of Westford formally requested CCRPC to approve its *2021 Westford Town Plan* and confirm its planning process and grant a determination of energy compliance on January 18, 2021;

WHEREAS, the Planning Advisory Committee warned a public hearing on January 23, 2021 and held a public hearing on February 10, 2021 to review the *2021 Westford Town Plan* for approval and confirmation of the planning process and for granting a determination of energy compliance, via Zoom;

WHEREAS, the Planning Advisory Committee reviewed the records and recommended that the Commission approve the *2021 Westford Town Plan* as meeting the requirements of 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance* and confirm the community's planning process as consistent with Title 24, Chapter 117, as described in CCRPC's staff review and the minutes of the Planning Advisory Committee, dated February 10, 2021.

WHEREAS, the Planning Advisory Committee reviewed the records and recommended that the Commission grant an affirmative determination of energy compliance to the *2021 Westford Town 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 February 10, 2021; and

WHEREAS, the Town of Westford Selectboard adopted the *2021 Westford Town Plan* on February 25, 2021;

NOW, THEREFORE, BE IT RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with 24 V.S.A. § 4350 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, CCRPC approves the *2021 Westford Town Plan* and the Commission finds that said Plan:

1. is consistent with the goals established in Section 4302 of Title 24;
2. is compatible with the *2018 Chittenden County Regional Plan, entitled the ECOS Plan*, adopted June 20, 2018;

3. is compatible with the approved plans from other adjacent Chittenden County municipalities; and
4. contains all the elements included in § 4382(a)(1)-(12) and/or is making substantial progress toward attainment of the elements of this subsection;

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

NOW, THEREFORE, BE IT FURTHER 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 *2021 Westford Town Plan*.

Dated at Winooski, this 17th day of March, 2021.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Michael O'Brien, Chair



Chittenden County Regional Planning Commission

March 17, 2021

Agenda Item 7: Action Item

CCRPC Comments on Draft State Rail Plan

Background:

VTrans has released a draft of the [Vermont Rail Plan](#) for public input. The Plan provides a framework for maintaining and enhancing the State's freight and intercity passenger rail system. CCRPC staff has reviewed the Plan and has a few comments on priority policy areas and a few requested clarifications in other areas of the Plan.

Priority Area Comments:

- Page #47: Burlington Railyard Enterprise Project (REP) should be elevated to the first priority set since this project was added to the proposed State Capital Program for FY22. Additionally, the note on table 6.1 should be updated to reflect the status of the REP and correct the statement that this project is seeking grant funding.
- Page #47: The Passenger Rail Station Improvements should be broken out into individual projects given the differing timeframes and priorities. Essex Junction improvements should be within the first priority set.
- Page #48: Publicize existing voluntary efforts of railroads and encouraging "freight as a good neighbor" should be moved from the second to the first priority set.
- Page #49: The Burlington to Essex track improvements and connecting the *Ethan Allen Express* with the *Vermont* should be elevated to the second priority set. This connection is necessary to achieve the [State's Energy Plan](#) goal of quadrupling Vermont-based passenger rail trips to 400,000 annual trips.

Requested Clarifications:

-
- Page #1: Even though we understand why commuter rail is not addressed in the State Rail Plan but included in the Public Transit Plan, it will be helpful to briefly describe the reasons for this.
 - Page #21: More details are needed to explain Positive Train Control.
 - Page #32: it will be important to reference training first responders with regards to hazardous materials being moved by rail.
 - Page #34: For the performance measures listed here, are there associated target years related to those not being met?
 - Page #38: In table 6.1, connecting the *Ethan Allen Express* with the *Vermont* should be given an ID#. Rather than highlighting this as a complicated issue, it would be beneficial to detail how this would connect Vermont's eastern and western corridor intercity rail services that would help increase ridership.
 - Page #40: In table 6.1, the initiative to explore transit-oriented development (TOD) could use more details. What does municipal support look like? RPCs should be added to as an involved party in these discussions.
 - Page #50: The funding discussion could be more robust in terms of detailing opportunities to address the projected rail funding gap. There was a mention of innovative funding approaches in table 6.1, but no details were provided. It would be beneficial to reference the potential of public-private-partnerships.



CHITTENDEN COUNTY RPC

Communities Planning Together

**TAC & Executive
Committee
Recommendation:**

The TAC and the Executive Committee recommend that the Board approves the comments and transmits them to VTrans for consideration.

**Board
Recommendation:**

The Board approves the comments on the State Rail Plan and transmits them to VTrans for consideration.

Staff contact:

Marshall Distel, 802-861-0122 mdistel@ccrpcvt.org



Chittenden County Regional Planning Commission

March 17, 2021

Agenda Item 9: Chair Action Item

CCRPC Equity Leadership Team – Appointments/Volunteers

Through an RFQ process in Fall 2020, CCRPC selected and executed a contract with Creative Discourse as the preferred racial equity consultant to assist with the implementation of short- and long-term goals within our organization. See the CCRPC's [June 2020 newsletter](#) for our stated commitment to equity, diversity, and inclusion.

Phase 1 of the scope of work includes establishing an internal CCRPC Equity Leadership Team. Team members will be 2-4 CCRPC Board members, staff (Emma and Bryan) and one member of the Creative Discourse team.

The Team is anticipated to meet approximately eight times between March and September (phase 1) to lead and champion this organization-wide racial equity work. Meetings are anticipated to be 1 hour each and may include 1 hour of preparation and/or follow up based on the related scope task (e.g., sharing information with the Board, connecting the consultant with people in your City/Town/Village or other networks, refining phases 2 and 3 of the scope, etc.).

See the attached scope with **highlights** showing the role of the Equity Leadership Team throughout the process, and in particular pages 4-6 for phase 1.

Proposed Action: 2-4 Board members volunteer to be members of the Equity Leadership Team. Chair appoints members to the Team.

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

February 9, 2021

To: CCRPC

From: Creative Discourse

Re: UPDATED Proposal for Equity Work with CCRPC

OVERVIEW

Purpose

To work with CCRPC board and staff as they build their capacity to address systemic racism and inequities in their culture, practices and policies. Support CCRPC in achieving their vision of a healthy, inclusive, equitable, and prosperous future for all Chittenden county residents, especially BIPOC and other people who have been underrepresented or marginalized.

Goals

1. Establish the relationships and infrastructure needed to ensure that underrepresented residents have a meaningful voice in planning decisions that affect them
2. Create shared understanding about systemic racism and inequities across board and staff
3. Build capacity among board and staff to effectively address systemic racism and inequities
4. Create opportunity for shared learning across municipalities
5. Ensure that an effective equity lens is being applied to policy areas (such as housing)

Activities

PHASE 1 - Assessment & Planning (see Scope of Work on pages 4 through 6 for details)

1. Establish internal CCRPC Equity Leadership Team to lead and champion the work
 - a. Made up of CCRPC Board, staff and one member of the Creative Discourse team.
 - b. Provide foundational training as needed
 - c. Provide guidance as needed to assist with inclusive engagement for specific projects currently underway
2. Equity Assessment
 - a. Conduct ten interviews with staff, board, formal partners, and informal community leaders (for example, organizations who work with underrepresented groups, such as CVOEO, AALV, VLP, as well as community liaisons and informal local leaders.)
 - b. Field online survey for staff, board, key audiences (municipal leaders and partners)
 - i. Invite people to assess how well CCRPC is doing addressing racism and integrating an equity lens into their work
 - ii. Assess internal culture/practices
 - iii. Invite municipalities to self-assess their efforts/priority level to address racism

- and/or apply an equity lens to their work
 - c. Review CCRPC key policies and plans and communications, with a focus on high priority policy work
 - d. Provide guidance to CCRPC staff on external review of equity efforts across Chittenden County municipalities
3. Plan for Equity Summit
- a. Work with CCRPC to co-design summit; identify target audience; create inclusive outreach plan

Timeline - March 2021 - Sept 2021

Phase 1 Cost: \$37,500 + \$2,700 for pre -work = \$40,200

PHASE 2 - Convening

1. **Establish Equity Work Group** to build deep relationships across difference, refine vision and co-create suggested action steps (action steps could address large public policy issues and/or other issues depending on the key themes and priorities that emerge during the Equity Summit)
 - a. The Equity Work Group would be a small, diverse group including members of CCRPC Equity Leadership Team (plus additional staff), informal leaders, partners (organizations who work with underrepresented groups, such as CVOEO, AALV, VLP), underrepresented residents (12 to 20 people)
 - b. This group will meet over time to refine vision, research best practices, make recommendations, work closely with CCRPC Equity Leadership Team
 - c. Explore whether this should become a permanent committee

2. Hold Equity Summit to build shared understanding, create a space for diverse thought and co-creation, begin to identify vision for the work, and create momentum for change. Possibly several meetings around the county in an effort to be more inclusive [NOTE: after further consideration, we recommend one meeting to maximize learning across municipalities].
 - a. Large convening (hopefully in person) including
 - i. CCRPC board and staff (including CCRPC Equity Leadership Team)
 - ii. Representatives from partner organizations
 - iii. BIPOC and other residents from underrepresented group
 - b. Possible elements of summit
 - c. Shared learning activity to deepen understanding about systemic racism and inequities
 - d. Share highlights of equity audit
 - e. Peer learning activity
 - f. Small group conversations
 - g. Affinity space* for BIPOC participants

h. Visioning activity

3. CCRPC Equity Leadership Team to identify early action steps that can happen immediately based on Phase 1 & 2 work

Timeline: Fall 2021 - Winter 2022

Estimated Cost: \$25,000

PHASE 3 - Implementation

1. Hold mini-summit to celebrate work so far and hear recommendations from Equity Work Group
2. Support CCRPC Equity Leadership Team, Equity Work Group, and/or staff as they work to implement recommendations
 - a. provide suggested language for updating CCRPC policies and procedures
 - b. provide suggested language for updating the ECOS Plan policies, indicators, strategies, and actions. Key indicators will be important for identifying desired outcomes.

Timeline: Spring 2022 - Spring 2023

Estimated Cost: \$10,000 - \$25,000**

*Purpose of affinity groups: “Race-based affinity groups, or race caucuses, provide an opportunity for people to explore, unpack, and engage in conversation on the various interpersonal dynamics, beliefs, and thoughts that shape our racialized experiences as members of a community. Because of who we are, our racial identities and lived experiences will inform the conversations and work that we do in affinity groups. These can be spaces for processing, healing, or deep interrogation of our own beliefs.

Because of the presence of anti-Black racism, we want to create space to explore this aspect of racism as well. When participating in race-based affinity groups, there is work that we must do both *within* and *across* racial groups. The creation of these affinity groups is to provide space for dialogue among a group of individuals of shared identity and critical identity intersections.”

Source: <https://www.hsph.harvard.edu/diversity/resources/anti-racism/affinity-group-dialogues/>

**Our fee covers all costs related to our work (process design, facilitation, preparation, follow up and consultation with clients). We encourage clients to prepare to make an additional investment in stipends, transportation, child care, translation and other supports that may be necessary in order to ensure that participation in the process is accessible to all.

PHASE 1 SCOPE OF WORK (Assessment and Planning)

Activity	Description	Responsibilities	Time Frame/Cost
<p>Establish Internal CCRPC Equity Leadership Team</p>	<p>Hold approximately eight meetings with team made up of CCRPC board and staff and one member of Creative Discourse* to lead and champion the work (five to eight people)</p>	<p>CCRPC</p> <ol style="list-style-type: none"> 1. Identify and invite participants 2. Schedule meetings 3. Communicate with participants about upcoming meetings, etc. <p>Creative Discourse</p> <ol style="list-style-type: none"> 1. Provide foundational training 2. Facilitate meetings 3. *Cleophace to participate as an ad hoc member of the Leadership Team so he can offer his expertise and knowledge to inform their planning 	<p>Mar - Sep 2021</p> <p>\$10,000</p>
<p>Equity Assessment</p>	<p>Conduct ten interviews with staff, board, formal partners, and informal community leaders</p>	<p>CCRPC</p> <ol style="list-style-type: none"> 1. Identify people to be interviewed and share names, role and contact information with CD <p>Creative Discourse</p> <ol style="list-style-type: none"> 1. Create interview guide 2. Schedule interviews 3. Conduct interviews 4. Synthesize results 	<p>Mar - Apr 2021</p> <p>\$5,000</p>
	<p>Online Survey to staff, board, key audiences (municipal leaders and partners)</p> <ul style="list-style-type: none"> • Invite people to assess how well CCRPC is doing addressing racism and integrating an equity lens into their 	<p>CCRPC</p> <ol style="list-style-type: none"> 1. Field survey 2. Share results from past related surveys 3. Weigh in on survey design 4. Pull data and collect survey 	<p>Apr 2021</p>

	<p>work</p> <ul style="list-style-type: none"> • Assess internal culture/practices • Invite municipal leaders to self-assess their efforts/priority level to address racism and/or apply an equity lens to their work 	<p>responses from municipal managers/administrators</p> <p>Creative Discourse</p> <ol style="list-style-type: none"> 1. Design survey 2. Synthesize survey results 	<p>\$3,000</p>
	<p>Policy and website review</p>	<p>CCRPC</p> <ol style="list-style-type: none"> 1. Provide key documents <ol style="list-style-type: none"> a. ECOS Plan b. Admin Policies and Procedures (includes hiring and procurement) c. Bylaws d. Public Participation Plan <p>Creative Discourse</p> <ol style="list-style-type: none"> 1. Review documents and offer feedback 	<p>Apr 2021</p> <p>\$2,000</p>
	<p>External Review of Equity Efforts Across Chittenden County</p>	<p>Interviews with several leaders from each municipality in Chittenden County (one interview for each town with at least two people, including a town official and a social justice activist - this exercise will serve two purposes; gather information and build relationships and momentum among people who may not know of each other's efforts)</p> <p>CCRPC</p> <ol style="list-style-type: none"> 1. Identify people to interview and share contact information with CD 	<p>May - Jul 2021</p>

Equity Assessment (cont'd)		<ul style="list-style-type: none"> 2. Conduct interviews 3. Synthesize interview results Creative Discourse <ul style="list-style-type: none"> 1. Help identify people to interview 2. Create interview guide 	\$3,000
	Summary of assessments	Creative Discourse <ul style="list-style-type: none"> 1. Summarize results of interviews, survey and document review 	Aug 2021 \$3,000
Equity Summit Planning	Work with CCRPC to co-design summit; identify target audience; create inclusive outreach plan	CCRPC <ul style="list-style-type: none"> 1. Identify target audience 2. Execute outreach plan Creative Discourse <ul style="list-style-type: none"> 1. Help identify audiences 2. Help inform outreach plan 3. Design summit agenda 	Aug 2021 \$3,000
Communication	Phone and email communication	Bi-weekly phone check in and ongoing email communication between primary CD contact and primary CCRPC contact	Mar - Sep 2021 \$3,500
General Consultation	Provide guidance on existing projects and engagement efforts	Creative Discourse to provide up to 33 hours of consultation (1 hour per week during phase 1 of the project)	Mar - Sep 2021 \$5,000
Amount*		Sub-total Pre-work Total	\$37,500 <u>\$2,700</u> \$40,200

*Our fee covers all costs related to our work (process design, facilitation, preparation, follow up and consultation with clients). We encourage clients to prepare to make an additional investment in stipends, transportation, child care, translation and other supports that may be necessary in order to ensure that participation in the process is accessible to all.

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 EXECUTIVE COMMITTEE MEETING MINUTES
3 DRAFT
4

5 DATE: Wednesday March 3, 2021

6 TIME: 5:45 PM

7 PLACE: Remote Attendance via ZOOM Meeting

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

9 John Zicconi, Treasurer Bard Hill, At Large <5000

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

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

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

13 Bryan Davis, Senior Planner Amy Irvin Witham, Business Office Mgr.

14 Emma Vaughn, Communications Mgr.
15
16

17 OTHERS:
18

19 1. Call to Order, Attendance. The meeting was called to order at 5:46 PM by the Chair, Mike O'Brien.
20

21 2. Changes to the Agenda, Members' Items. Mike stated there are two additional Act 250/Section 248
22 applications. The first, Rice Lumber in Shelburne (Act 250) and the second, Bolton Solar (Section
23 248). Regina sent the letters out to members in an e-mail prior to the meeting.
24

25 3. Approval of February 3, 2021 Joint Executive & Finance Committee Meeting Minutes
26 CATHERINE MCMAINS MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE
27 FEBRUARY 3, 2021 JOINT FINANCE & EXECUTIVE COMMITTEE MEETING MINUTES, AS PRESENTED.
28 MOTION CARRIED UNANIMOUSLY.
29

30 4. Act 250 & Section 248 Applications

31 a. Section 248 Application, 4 Acorns, LLC; Hinesburg; #21-0250-NMP

32 Regina referred members to the Section 248 Petition to be filed with the Vt. Public Commission
33 for the 150kW solar project on Observatory Road in Hinesburg, Vt. She explained the CCRPC
34 previously reviewed the 45-day notice of application and found the site of the proposed facility
35 to be a "preferred site". The CCRPC finds the project meets the intent of the Energy Goal (Goal
36 #17) and the location of this project meets the suitability and constraint policies of the 2018
37 Chittenden County ECOS Plan.
38

39 JOHN ZICCONI MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER AS
40 PRESENTED TO NILS BEHN, ACORN ENERGY SOLAR 4, INC. MOTION CARRIED UNANIMOUSLY.
41

42 b. Full Petition Application, Bolton Solar, Bolton

43 Regina noted this project has been seen previously and referred members to the letter they
44 received via e-mail, prior to the meeting. The petition request is for the construction of a 150
45 kW solar array to be located on Roosevelt Highway (US 2) in Bolton, Vermont. She explained the
46 CCRPC previously reviewed the 45-day notice of application and found the site of the proposed
47 facility to be a "preferred site". The CCRPC identified the following two State possible
48 constraints: Flood Hazard Area and Agricultural Soils. The petitioner acknowledges the

1 constraints and is proposed mitigation strategies. The CCRPC requests the impacts to the
2 constraints be in conformance with the Vt. Agency of Natural Resources and Agriculture.
3 Members briefly commented on the location of the project.

4
5 JOHN ZICCONI MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER AS
6 PRESENTED TO ALL EARTH RENEWABLES. MOTION CARRIED UNANIMOUSLY.

7
8 c. Act 250 Application, Rice Lumber, Shelburne: #4C0824-4A

9 Regina referred members to the letter they received via e-mail, prior to the meeting. She
10 explained this project is an Act 250 Application for a subdivision to create lots 4A and 5A in the
11 Rice Lumber PUD; PUD lot line adjustments; and the extraction of rock. In terms of land use
12 planning areas, the project is fine, the CCRPC found the proposed project to be consistent and in
13 conformance with the Planning Areas of the 2018 Chittenden County ECOS Plan. The
14 application does not include any proposed buildings, but it is important to note the location of
15 the stormwater system adjacent to Route 7 on lots 4 & 5 may conflict with adherence to 9(L)
16 when buildings are proposed. These comments are based on the information currently available
17 and the CCRPC may have additional comments as the project continues.

18
19 Regina explained, because no buildings are proposed, there are not any traffic impacts to
20 review. However, in 2013 when Rice Lumber was first proposed we had recommended some
21 access management at the time. Specifically, we asked for existing curb cuts to be closed. That
22 didn't happen at the time; and Regina has asked transportation staff and VTrans if there is any
23 reason to make this argument again. Regina explained that she was only able to ask folks about
24 this today, and she hasn't heard back yet. Members discussed traffic patterns in the area. John
25 stated, access management, despite what is existing, is going to be interesting and critical.
26 Regina explained if members were uncomfortable with issuing an approval at this time, the
27 letter can be emailed to the Committee once we hear back from transportation staff and
28 VTrans. The prehearing conference is in mid-March and the hearing is in late March. John said
29 he did not see any problem with approving the current letter, considering this is just a
30 subdivision and there are no impacts on the access points associated with this particular
31 application. Members agreed.

32
33 JOHN ZICCONI MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER AS
34 PRESENTED TO DISTRICT #7 COORDINATOR. MOTION CARRIED UNANIMOUSLY

35
36 John asked for more information on the potential for stormwater conflicts. Regina explained
37 the second site plan with the letter includes the grading plan. The location intended to manage
38 the stormwater is adjacent to Route 7, on Lots 4 & 5. She explained, 9L is the anti-sprawl
39 criteria, and it requires that sites be designed in a more walkable friendly design – i.e., parking
40 lots behind buildings instead of in the front. John asked how this becomes a sprawl issue and
41 how 9L applies at all? Regina said it does not apply, currently because no buildings are
42 proposed; but if they install the stormwater management system where it currently is on the
43 grading plan it will make it difficult to put buildings there when they are ready to. Charlie
44 explained that the bus runs along Route 7 and any buildings put in this location should be
45 designed in such a way that it is easy to access the bus.

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1 5. Comments on State Rail Plan

2 Mike referred members to agenda item 5. Comments on State Rail Plan. **John Zicconi excused**
3 **himself at 6:12PM due to potential conflict of interest for this topic.**
4

5 Eleni referred members to the CCRPC Comments on Draft State Rail Plan document included with
6 the packet. Eleni explained we would like our comments on the Rail Plan be recommended for
7 Board approval. Mike asked Eleni to provide members with an overview. She explained the Draft
8 includes recommended initiatives divided into three tiers of priority. CCRPC staff reviewed the Plan
9 and had a few comments on priority policy areas and requested clarification on other areas of the
10 Plan.
11

12 In terms of priority, we suggested moving the first three projects/initiatives listed below from the
13 second to the first tier and the fourth project listed from the third to the second tier:

- 14 • Page #47: Burlington Railyard Enterprise Project should be moved from the second to the first
15 priority set because the project was added to the proposed State Capital Program for FY22.
16 Additionally, the note on table 6.1 should be updated to reflect the status of the REP and correct
17 the statement that this project is seeking grant funding.
- 18 • Page #47: We recommend breaking the Passenger Rail Station Improvements into individual
19 projects given the differing timeframes and priorities and Essex Junction improvements should
20 be within the first set of priorities.
- 21 • Page #48: We feel this is a worthwhile effort and recommend publicizing existing voluntary
22 efforts of railroads and encouraging “freight as a good neighbor” be moved from the second to
23 the first set of priorities.
- 24 • Page #49: The Burlington to Essex track improvements and connecting the *Ethan Allen Express*
25 with the *Vermont* should be elevated to the second priority set. This connection is necessary
26 to increase ridership and achieve the State energy goal of quadrupling Vermont-based
27 passenger rail trips to 400,000 annual trips.

28
29 Mike asked about the timing of the second priority set. Eleni explained there is currently no
30 timeframe associated with any of this. These are proposed project to be worked on over the next 5
31 years. Eleni explained every 5 years VTrans updates this plan. The updates allow access to federal
32 funding and identify projects that can be worked on.
33

34 Eleni reviewed the following requested clarifications with members:

- 35 • Page #1: Even though we understand why commuter rail is not addressed in the State Rail Plan
36 but included in the Public Transit Plan, it will be helpful to briefly describe the reasons for this.
37
- 38 • Page #21: Provide more details to explain Positive Train Control.
- 39 • Page #32: It will be important to reference training first responders with regards to hazardous
40 materials being moved by rail.
41
- 42 • Page #34: For the performance measures listed here, are there associated target years related
43 to those not being met?
44
- 45 • Page #38: In table 6.1, connecting the *Ethan Allen Express* with the *Vermont* should be given
46 an ID#. Rather than highlighting this as a complicated issue, it would be beneficial to detail how
47 this would connect Vermont’s eastern and western corridor intercity rail services to increase
48 ridership.
49
50

Meeting Minutes

- 1 • Page #40: In table 6.1, the initiative to explore transit-oriented development (TOD) could use
2 more details. What does municipal support look like? RPCs should be added to as an involved
3 party in these discussions.
4
- 5 • Page #50: The funding discussion could be more robust in terms of detailing opportunities to
6 address the projected rail funding gap. There was a mention of innovative funding approaches
7 in table 6.1, but no details were provided. It would be beneficial to reference the potential of
8 public-private-partnerships.
9

10 ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS SHAW TO RECOMMEND THE COMMENTS
11 ON THE STATE RAIL PLAN BE FORWARDED TO THE BOARD FOR APPROVAL. MOTION CARRIED
12 UNANIMOUSLY.
13

14 **6:28PM John Zicconi rejoined the meeting**
15

16 6. Racial Equity Update – Committee Appointments

17 Charlie provided two updates. First, he explained we are now under contract with Creative
18 Discourse and second, we are currently working to establish an equity committee. Following
19 conversations from the last meeting, Sue and her team updated the proposal. Charlie explained
20 although there were specific changes detailed, the overall purpose remained the same. Charlie
21 explained in Phase I, the goal is to establish an internal CCRPC Equity Leadership Team that will lead
22 and champion the work. This team will consist of five to seven people, made up of two or three
23 Board members and two staff members. Staff members will likely include Bryan and Emma as well
24 as one person from the Creative Discourse team. Charlie is hopeful at least one Executive
25 Committee member is interested as well as up to three more Board members. Mike would like to
26 wait and see how many Board members express interest before we select an Executive Committee
27 member. Bard feels it is important to clearly outline the expectations in terms of the time
28 commitment. Mike asked if Charlie, Emma, and Bryan could put together an e-mail to solicit
29 interest from Board members. Charlie said he will send a separate e-mail to board members in
30 advance of the meeting. Members agreed this is a good plan.
31
32

33 7. Chair/Executive Director Report

- 34 a. Annual Meeting: Charlie said we typically hold our annual meeting and elect officers at the June
35 Board meeting. He anticipates we will have to hold a virtual June Board meeting to take care of
36 the elections. We can push an in-person meeting out to the fall, perhaps September. Charlie
37 mentioned possibly reserving the Hula Lakefront space for the fall meeting. Members agreed
38 Hula could be a nice venue.
- 39 b. UPWP Update: Charlie stated the FY22 UPWP is moving along well. There was one major
40 development as the Federal Highway Administration informed us more money is available.
41 Typically, there is a total of \$2.4 million dollars, however, this year there was an extra \$800K.
42 Because of this surplus, we did not have to make a lot of difficult decisions and there was
43 enough money to fund the requests. The limitation will be with our ability to provide local
44 match. So, this extra funding may be spread over the next two or three years. Charlie said we
45 also need to make sure we have adequate staffing resources to handle the proposed workload.
46 Since the UPWP Committee meets at the end of March, we will have the FY22 DRAFT UPWP to
47 review at our next meeting. John asked if the additional funds would be forfeited if not used
48 within the fiscal year? Charlie explained, no, the timeframe is approximately four years.

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c. Legislative Update

Charlie stated the legislature is at the mid-point and there are a few bills of RPC interest, including a Rental House Registry Bill; this would take some responsibilities away from Town Health Officers and shift this work of a statewide inspection system to the Division of Fire Safety. Senator Sirotkin continues to work on the Housing Bill that would help incentivize towns to update zoning to encourage housing in smart growth locations. Bard wanted to point out there is a scale of affordability which could be an issue for medium and small towns. Charlie explained this works to encourage more housing in our village centers. Charlie said Broadband continues being worked on with various RPCs around the State helping with this. Charlie said the Project Based Tax Incremental Funding (TIF) bill may not move forward, which would likely affect Westford and Huntington as they are trying to get community wastewater to the villages. Mike asked what the incremental split would be from the state property tax; Charlie was not sure. Charlie said the RPC's have requested a 20% increase in the Regional Planning Grant. Since there has not been an increase to program funding since 2002, there is some support for this, but it is too early to know if it will be in the approved budget. There is also a weatherization bill being looked at. Charlie said he is not sure of the status, but we may be interested in this at some point.

8. Draft CCRPC Board Meeting Agenda.

Charlie reviewed the March Board agenda with members. He reminded everyone we will need to warn for the FY22 UPWP and Budget vote in May. Other items will be Westford's town plan, and the newly developed VTRANS Project Prioritization. Charlie said Christine Forde was on the committee and we are currently in the testing phase. Charlie would like to invite VTRANS staff to an upcoming Board meeting to explain the Project Prioritization. Charlie said Garret asked about having an EV presentation at some point, he will reach out to VTRANS and VEIC to see if this can happen. Members agreed these are good topics. Charlie asked members if they had any other suggestions.

9. Other Business: There was none.

10. Executive Session. ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS SHAW TO MOVE INTO AN EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS WITH CHARLIE BAKER IN ATTENDANCE BEGINNING AT 6:57PM. MOTION CARRIED UNANIMOUSLY.

CHRIS SHAW MADE A MOTION, SECONDED BY JOHN ZICCONI TO EXIT THE EXECUTIVE COMMITTEE SESSION AT 7:48PM. MOTION CARRIED UNANIMOUSLY.

11. Adjournment: JOHN ZICCONI MADE A MOTION, SECONDED BY CHRIS SHAW TO ADJOURN THE MEETING AT 7:48PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

March 4, 2021

Nils Behn
Acorn Energy Solar 4, Inc
340 Mad River Park, Suite 6
Waitsfield, VT 05673

RE: Advance Notice of Petition for Acorn Energy Solar 4, LLC's Proposed 150kW Project in Hinesburg, VT – Observatory Road (Case #21-0250-NMP)

Dear Mr. Behn:

Chittenden County Regional Planning Commission (CCRPC) has received the Section 248 Petition to be filed with the Vermont Public Utility Commission for a 150kW solar project on Observatory Road in Hinesburg, VT. CCRPC previously reviewed the 45-day notice of application and found that the proposed site of the proposed facility to be a “preferred site.” 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 polices 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). CCRPC finds that the proposed facility will not impact known constraints or possible constraints and therefore meets the constraints policy of the 2018 ECOS Plan.

Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

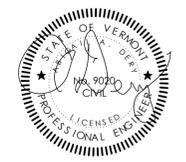
cc: CCRPC Board
Joy Dubin Grossman, Town Administrator, Town of Hinesburg



TRUDELL CONSULTING ENGINEERS
478 BLAIR PARK ROAD | WILLISTON, VERMONT 05495
802 879 6331 | WWW.TCEVT.COM

Revisions	No.	Description	Date	By

- TAX ID: 001703 SPAN: 29409311663
- Use of These Drawings
- Unless otherwise noted, these Drawings are intended for preliminary planning, coordination with other disciplines or utilities, and/or approval from the regulatory authorities. They are not intended as construction drawings unless note as such or marked approved by a regulatory authority.
 - By use of these drawings for construction of the Project, the Owner represents that they have reviewed, approved, and accepted the drawings, obtained all necessary permits, and have met with all applicable parties/discipline including but not limited to, the Engineer and the Architect, to insure these plans are properly coordinated including, but not limited to, contract documents, specifications, owner/contractor agreements, building and mechanical plans, private and public utilities, and other pertinent permit for construction.
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Project Title

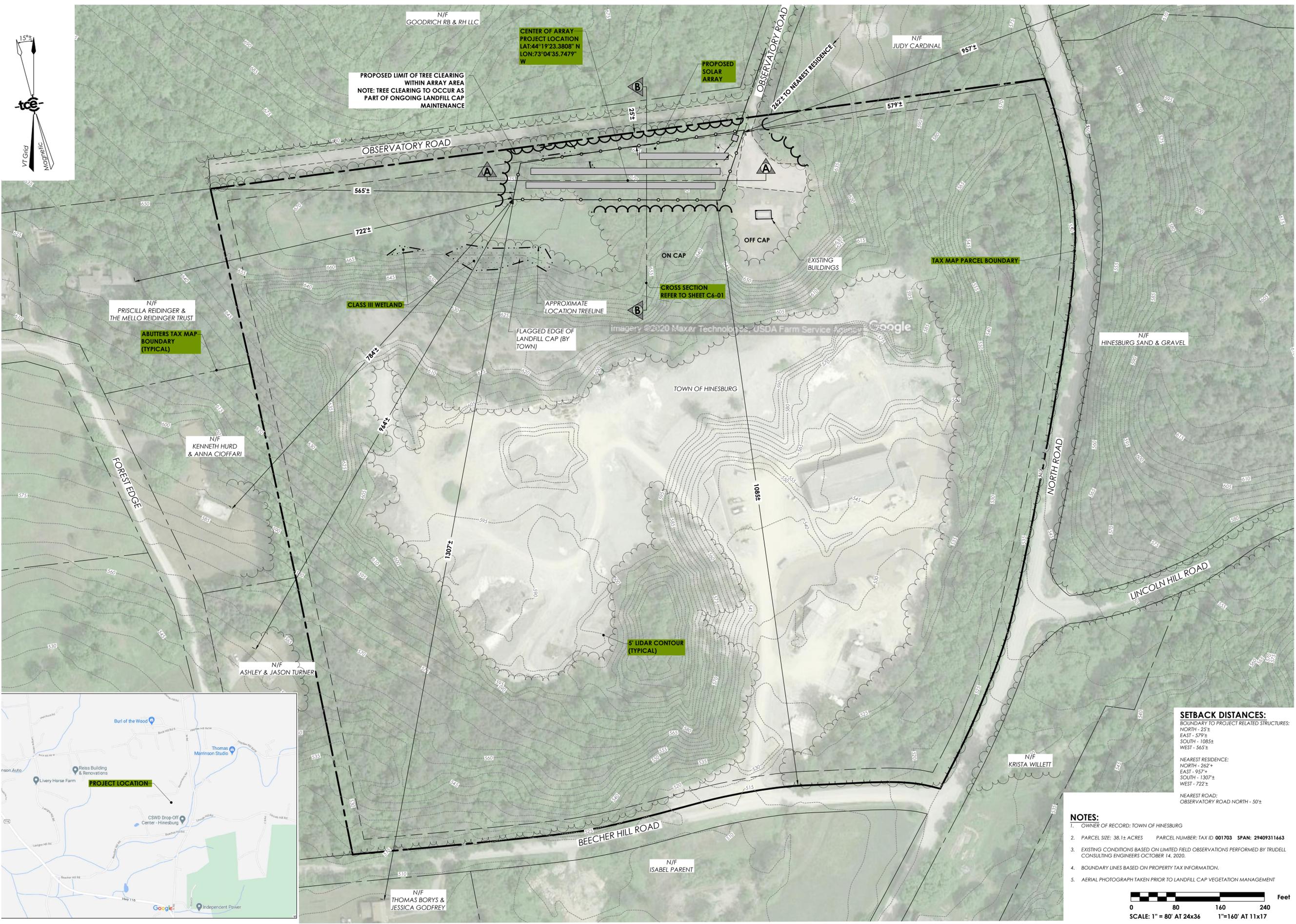
**Proposed 150kW
Acorn Energy
Observatory Road
Hinesburg, Vermont**

Sheet Title

Ortho Site Plan

Date:	1/4/2021
Scale:	1" = 80'
Project Number:	20-301
Drawn By:	RMP
Project Engineer:	ADD
Approved By:	
Field Book:	

C2-01



**CENTER OF ARRAY
PROJECT LOCATION
LAT: 44°19'23.3808" N
LON: 73°04'35.7479" W**

**PROPOSED LIMIT OF TREE CLEARING
WITHIN ARRAY AREA
NOTE: TREE CLEARING TO OCCUR AS
PART OF ONGOING LANDFILL CAP
MAINTENANCE**

**CROSS SECTION
REFER TO SHEET C6-01**

**ABUTTERS TAX MAP
BOUNDARY
(TYPICAL)**

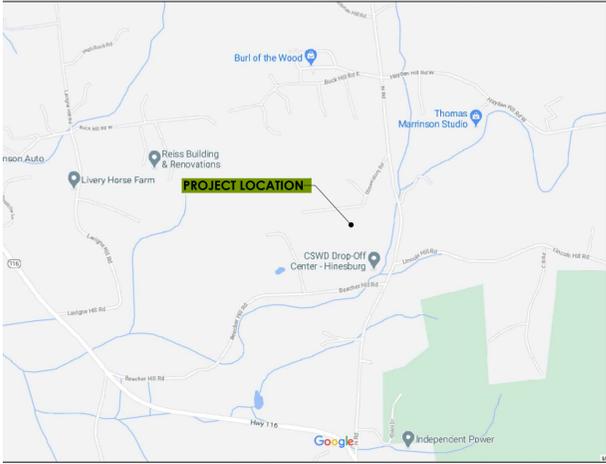
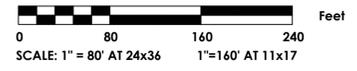
**5' LIDAR CONTOUR
(TYPICAL)**

**SETBACK DISTANCES:
BOUNDARY TO PROJECT RELATED STRUCTURES:
NORTH - 25'±
EAST - 579'±
SOUTH - 1085'±
WEST - 565'±**

**NEAREST RESIDENCE:
NORTH - 262'±
EAST - 957'±
SOUTH - 1307'±
WEST - 722'±**

**NEAREST ROAD:
OBSERVATORY ROAD NORTH - 50'±**

- NOTES:**
- OWNER OF RECORD: TOWN OF HINESBURG
 - PARCEL SIZE: 38.1± ACRES PARCEL NUMBER: TAX ID 001703 SPAN: 29409311663
 - EXISTING CONDITIONS BASED ON LIMITED FIELD OBSERVATIONS PERFORMED BY TRUDELL CONSULTING ENGINEERS OCTOBER 14, 2020.
 - BOUNDARY LINES BASED ON PROPERTY TAX INFORMATION.
 - AERIAL PHOTOGRAPH TAKEN PRIOR TO LANDFILL CAP VEGETATION MANAGEMENT



Map labels include: Burl of the Wood, Thomas Marrison Studio, Livery Horse Farm, CSWD Drop-Off Center - Hinesburg, Independent Power, and various roads like Beecher Hill Rd and Lincoln Hill Rd.



TRUDELL CONSULTING ENGINEERS
428 BLAIR PARK ROAD | WILLISTON, VERMONT 05495
802 879 6331 | WWW.TCEVT.COM

Revisions	No.	Description	Date	By

TAX ID: 001703 SPAN: 29409311663

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Project Title

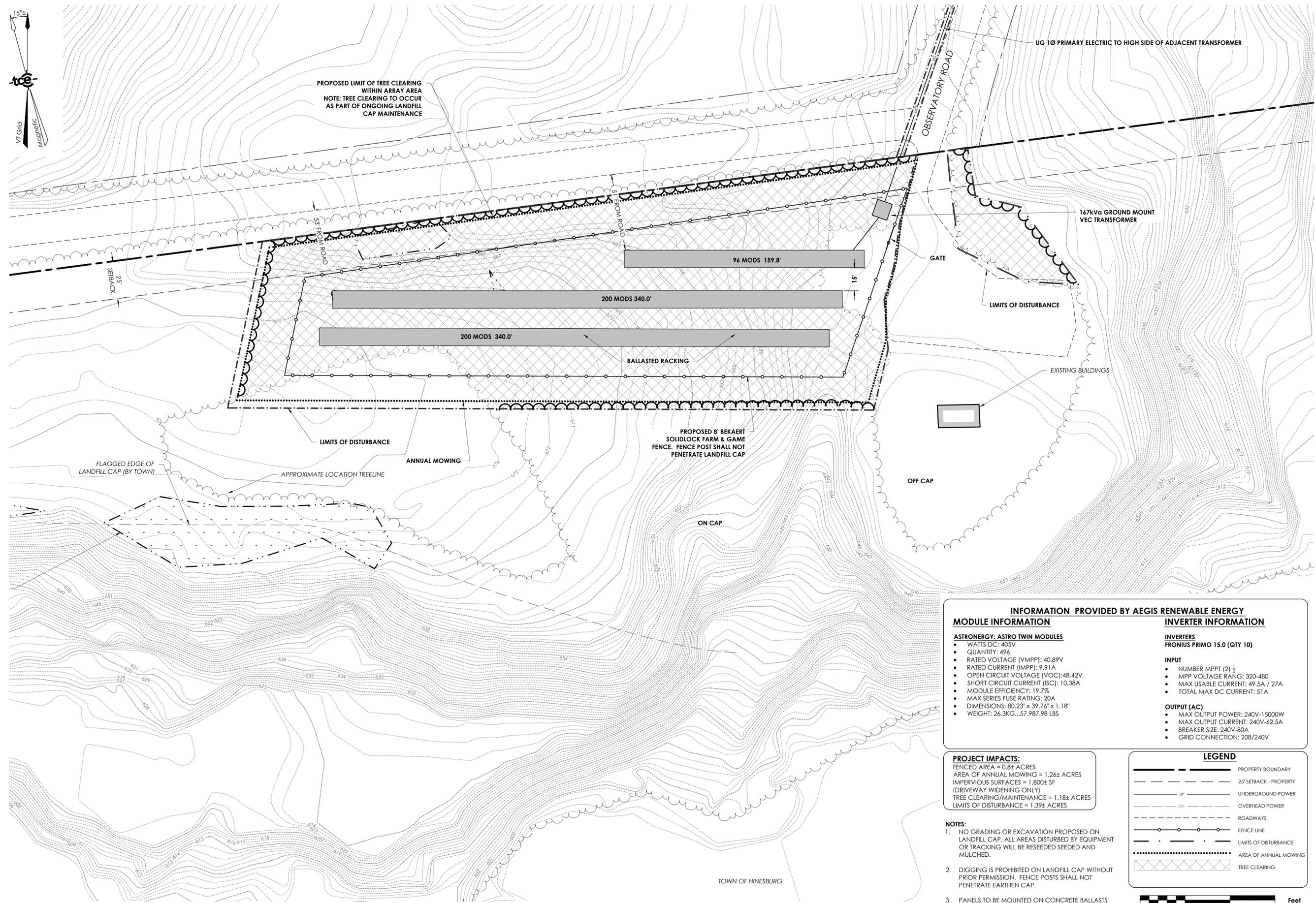
Proposed 150kW Acorn Energy Observatory Road Hinesburg, Vermont

Sheet Title

Site Plan

Date:	1/4/2021
Scale:	1" = 30'
Project Number:	20-301
Drawn By:	RMP
Project Engineer:	ADD
Approved By:	
Field Book:	

C2-02



INFORMATION PROVIDED BY AEGIS RENEWABLE ENERGY

MODULE INFORMATION

ASTRONERGY: ASTRO TWIN MODULES

- WATTS DC: 405W
- QUANTITY: 496
- RATED VOLTAGE (VMPP): 40.89V
- RATED CURRENT (IMPP): 9.91A
- OPEN CIRCUIT VOLTAGE (VOC): 48.42V
- SHORT CIRCUIT CURRENT (ISC): 10.38A
- MODULE EFFICIENCY: 19.7%
- MAX SERIES FUSE RATING: 20A
- DIMENSIONS: 80.23" x 39.76" x 1.18"
- WEIGHT: 26.3KG...57.987.98 LBS

INVERTER INFORMATION

INVERTERS
FRONIUS PRIMO 15.0 (QTY 10)

INPUT

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

OUTPUT (AC)

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

PROJECT IMPACTS:

- FENCED AREA = 0.8± ACRES
- AREA OF ANNUAL MOWING = 1.26± ACRES
- IMPERVIOUS SURFACES = 1,800± SF (DRIVEWAY WIDENING ONLY)
- TREE CLEARING/MAINTENANCE = 1.18± ACRES
- LIMITS OF DISTURBANCE = 1.39± ACRES

NOTES:

1. NO GRADING OR EXCAVATION PROPOSED ON LANDFILL CAP. ALL AREAS DISTURBED BY EQUIPMENT OR TRACKING WILL BE RESEEDED AND MULCHED.
2. DIGGING IS PROHIBITED ON LANDFILL CAP WITHOUT PRIOR PERMISSION. FENCE POSTS SHALL NOT PENETRATE EARTHEN CAP.
3. PANELS TO BE MOUNTED ON CONCRETE BALLASTS AND WILL REQUIRE NO EXCAVATION.

LEGEND

- — — — — PROPERTY BOUNDARY
- - - - - 25' SETBACK - PROPERTY
- — — — — UNDERGROUND POWER
- — — — — OVERHEAD POWER
- — — — — ROADWAYS
- — — — — FENCE LINE
- - - - - LIMITS OF DISTURBANCE
- AREA OF ANNUAL MOWING
- XXXXX TREE CLEARING

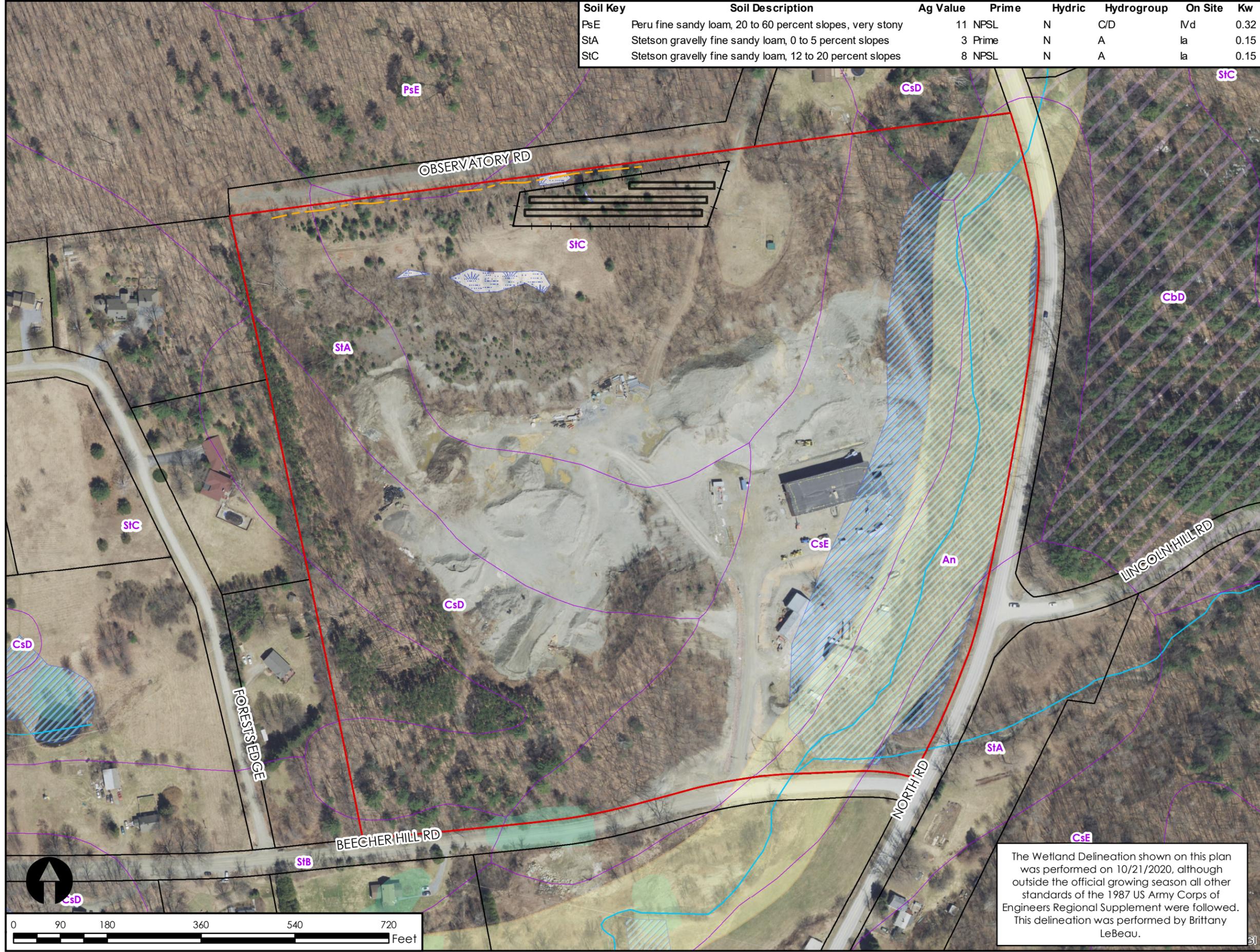
0 30 60 90 Feet
SCALE: 1" = 30' AT 24x36 1"=60' AT 11x17



Location



Soil Key	Soil Description	Ag Value	Prime	Hydric	Hydrogroup	On Site	Kw
PsE	Peru fine sandy loam, 20 to 60 percent slopes, very stony	11	NPSL	N	C/D	IVd	0.32
StA	Stetson gravelly fine sandy loam, 0 to 5 percent slopes	3	Prime	N	A	la	0.15
StC	Stetson gravelly fine sandy loam, 12 to 20 percent slopes	8	NPSL	N	A	la	0.15



Legend

- Tax Parcel Boundary
- Project Parcel (appx. 38 ac.)
- Proposed 150kW Solar
- Ditch
- Class III Wetland
- State Wetland Advisory
- NRCS Soils
- NRCS Hydric*
- VHD Stream
- River Corridor
- FEMA Flood Zone***
- A
- AE
- No Data
- Floodway*
- Class A Watershed*
- VSWI Significant Wetland*
- Significant Natural Community*
- State Deer Wintering Area*
- State Uncommon Species*
- State RTE Species*

Sources: Aerial Imagery by Google Earth (Various dates); VT E911 Roads (2019); Soils by NRCS (2019); Contours by VCGI & CCRPC (Various dates); Tax Parcel Boundary compiled by VCGI; All other layers by TCE (2020).

Disclaimer: The accuracy of information presented is determined by its sources. TCE is not responsible for any errors or omissions that may exist. Questions of on-the-ground location can be resolved by site inspections and/or surveys by a registered surveyor. This map is not a replacement for surveyed information or engineering studies.

**Acorn Energy
Observatory Road
Hinesburg, VT**

Natural Resource Assessment Map

Project: 20-301
Prepared By: BJL
01/15/2021
1 inch = 180 feet

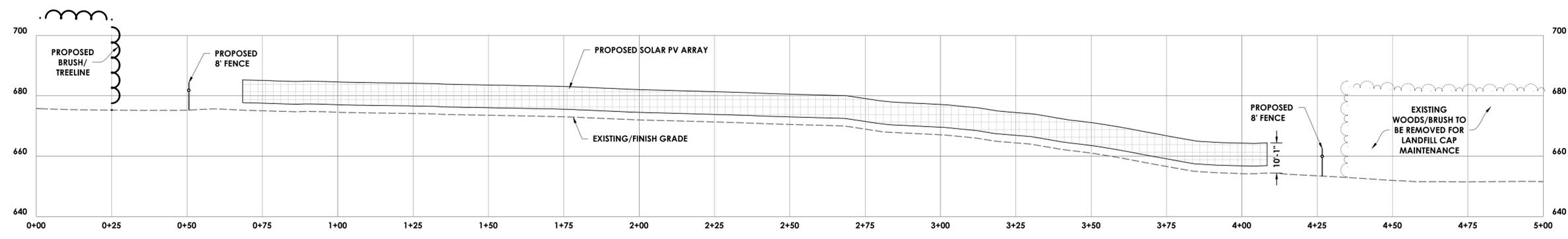
The Wetland Delineation shown on this plan was performed on 10/21/2020, although outside the official growing season all other standards of the 1987 US Army Corps of Engineers Regional Supplement were followed. This delineation was performed by Brittany LeBeau.



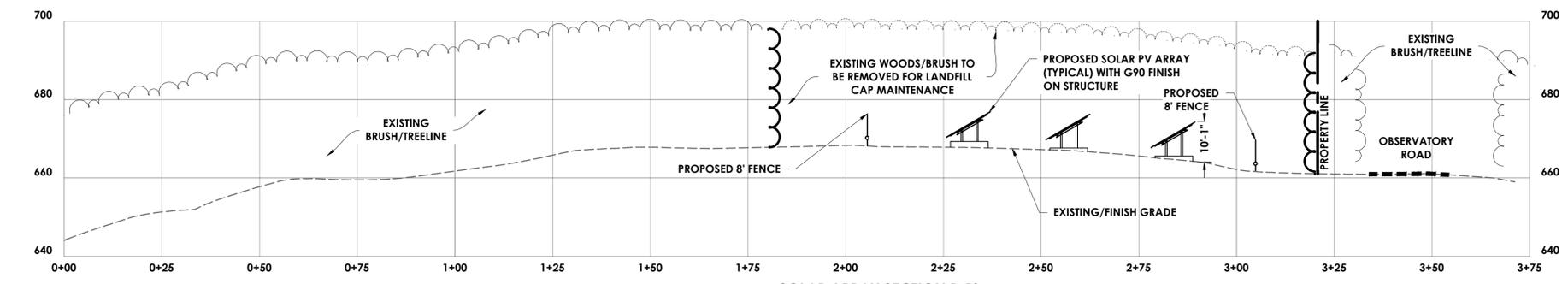


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 428 BLAIR PARK ROAD | WILLISTON, VERMONT 05495
 802 879 6331 | WWW.TCEVT.COM

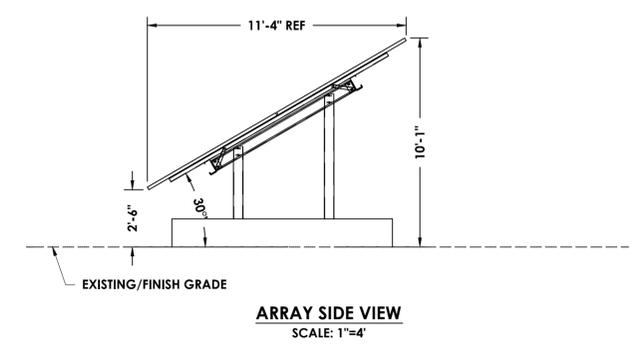
Revisions	No.	Description	Date	By



SOLAR ARRAY SECTION A-A'
 HORIZONTAL SCALE 1" = 20' (1" = 40' AT 11X17)
 VERTICAL SCALE 1" = 20' (1" = 40' AT 11X17)



SOLAR ARRAY SECTION B-B'
 HORIZONTAL SCALE 1" = 20' (1" = 40' AT 11X17)
 VERTICAL SCALE 1" = 20' (1" = 40' AT 11X17)



TAX ID: 001703 SPAN: 29409311663

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Project Title

**Proposed 150kW
 Acorn Energy
 Hinesburg, Vermont**

Sheet Title

Sections

Date:	1/4/2021
Scale:	Shown
Project Number:	20-301
Drawn By:	RMP
Project Engineer:	ADD
Approved By:	
Field Book:	

C6-01

March 4, 2021

David Mullet
All Earth Renewables
94 Harvest Lane
Williston, VT 05495

Re: Bolton Solar, LLC – Full Petition

Dear Mr. Mullet,

The Chittenden County Regional Planning Commission (“CCRPC”) is in receipt of the petition submitted by All Earth Renewables for the construction of a 150 kW solar array to be located on Roosevelt Highway (US 2) in Bolton, VT. The subject parcel is owned by the Eastcote Holdings (C/O Charles Deslauriers). CCRPC previously reviewed the project during the 45-day notice of application and deemed the project a “preferred site,” in December 2020 upon the request of Bolton Solar, LLC’s. 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 polices in Strategy 2, Action 4b. The project as proposed meets the following suitability policies:

1. Locate energy generation proximate to existing distribution and transmission infrastructure: The proposed facility is located adjacent to existing distribution infrastructure.
2. Locate ground-mounted solar larger than 15 kW...outside of state designated village centers: The project is not located within a designated village center.

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 two State possible constraints may be impacted by the project:

- Flood Hazard Area – The proposed project is located within the Flood Hazard Area. The petitioner indicates that they will employ flood minimization methods (i.e. tilting the trackers flat and potentially compensatory flood storage). CCRPC requests that impacts to the Flood Hazard Area be minimized in accordance with the recommendations of the Vermont Agency of Natural Resources (as of writing this letter they have not yet weighed in). Note that flood hazard area II is also listed as a local constraint.
- Agricultural Soils – The proposed project appears to be located on prime agricultural soils and statewide important agricultural soils. The petition indicates that the applicant will follow Act 250's prime ag soil guidance (i.e. stockpile disturbed soil on site). CCRPC requests that impacts to the prime agricultural soils and statewide important agricultural soils be minimized in accordance with the recommendations of the Vermont Agency of Natural Resources (as of writing this letter they have not yet weighed in).

In addition, the subject property does contain several other known and possible constraints identified in the 2018 ECOS Plan, but the site plan indicates that these constraints will be avoided (deer wintering area, slopes greater than 25%, and Vermont Conservation Design Highest Priority Forest Blocks).

These comments are based on information currently available; we may have additional comments as the process continues.

Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

CC: CCRPC Board
Jon Ignatowski, Planning and Zoning Administrator



March 4, 2021

Kirsten Sultan
District #7 Coordinator
374 Emerson Falls Road, Suite 4
St. Johnsbury, VT 05819-2099

RE: Rice Lumber Company, Inc. and Rice Realty, Inc., c/o Mr. James Carroll in Shelburne, Application #4C0824-4A

Dear Ms. Sultan,

The Chittenden County Regional Planning Commission's (CCRPC) Staff and Executive Committee have reviewed this Act 250 application for a subdivision to create Lots 4A and 5A in the Rice Lumber PUD; PUD lot line adjustments; and extraction of approximately 78,200 CY of rock to remain and be re-graded within the PUD project site, and to be removed off-site. The project includes drilling and blasting over a ± 35-day duration and is located at 4188 Shelburne Road in Shelburne, Vermont. The Town of Shelburne's Development Review Board has conditionally approved the project.

CCRPC offers the following comments on the proposed project:

The proposed project is located within the Suburban 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 Suburban 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.
2. The proposed project is served by municipal water and sewer (pending approval from the Town Wastewater Superintendent), is located on a public transit line and is in walking distance to shops.

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

While this application does not include any proposed buildings for the subdivided lots, it is important to note that the location of the stormwater system adjacent to Route 7 on Lots 4 & 5 may conflict with adherence to 9(L) when buildings are proposed.

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*.

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

DRAFT

CERTIFICATE OF SERVICE

I hereby certify on this 4th day of March 2021, a copy of the foregoing letter concerning Act 250 Land Use Permit Application #4C0824-4A, was sent by U.S. mail, postage prepaid to the following individuals without email addresses and by email to the individuals with email addresses listed.

Rice Lumber Company, Inc. and
Rice Realty, Inc.
c/o Mr. James Carroll
4088 Shelburne Road
Shelburne, VT 05482
jim@ricelumber.com

David Marshall, PE/Billy Roberts
Civil Engineering Associates, Inc.
10 Mansfield View Lane
South Burlington, VT 05403
dmarshall@cea-vt.com ;
broberts@cea-vt.com

Diana Vachon, Town Clerk
Chair, Selectboard/Chair, Planning
Commission
Town of Shelburne
PO Box 88
Shelburne, VT 05482
dvachon@shelburnevt.org

Elizabeth Lord, Land Use Attorney
Agency of Natural Resources
1 National Life Drive, Davis 2
Montpelier, VT 05602-3901
anr.act250@vermont.gov

Barry Murphy/Vt. Dept. of Public
Service
112 State Street, Drawer 20
Montpelier, VT 05620-2601
barry.murphy@vermont.gov
psd.vtdps@vermont.gov

Craig Keller/Jeff
Ramsey/Christopher Clow
VTrans Policy, Planning & Research
Bureau
Barre City Place
219 N. Main Street

Barre, VT 05641
aot.act250@vermont.gov

Vt. Agency of Agriculture, Food &
Markets
116 State Street, Drawer 20
Montpelier, VT 05620-2901
AGR.Act250@vermont.gov

Division for Historic Preservation
National Life Building, Drawer 20
Montpelier, VT 05620
scott.dillon@vermont.gov
james.duggan@vermont.gov
accd.projectreview@vermont.gov

FOR YOUR INFORMATION

District #4 Environmental
Commission
Thomas Little, Chair
Parker Riehle/Monique Gilbert
111 West Street
Essex Junction, VT 05452

Linda Bullard/Department of
Libraries
109 State Street
Montpelier, VT 05609-0601
linda.bullard@vermont.gov

NRCS, District Conservationist
Natural Resources Conservation
Service
68 Catamount Park, Ste. B
Middlebury, VT 05753
marybeth.whitten@vt.usda.gov

Winooski NRCD Office
617 Comstock Road, Suite 1
Berlin, VT 05602

whiterivernrkd@gmail.com

Ethan Tapper, County Forester/FPR
John Gobeille/Toni Mikula
ANR/Dept. of Fish & Wildlife
111 West Street
Essex Junction, VT 05452
ethan.tapper@vermont.gov
john.gobeille@vermont.gov
toni.mikula@vermont.gov

Seven Days/Classified Ad Section
255 South Champlain Street, PO
Box 1164
Burlington, VT 05402
classifieds@sevendaysvt.com

Green Mountain Power Corporation
c/o Kim Jones
163 Acorn Lane
Colchester, VT 05446
kim.jones@greenmountainpower.com

Vermont Gas Systems
PO Box 467
Burlington, VT 05402
efficiency@vermontgas.com

Efficiency Vermont
128 Lakeside Ave., Suite 401
Burlington, VT 05401
pics@veic.org

Michael Barsotti, Water Quality
Director
Champlain Water District
403 Queen City Park Road
South Burlington, VT 05403
mike.barsotti@champlainwater.org

Dated at Winooski, Vermont, this 4th day of March, 2021

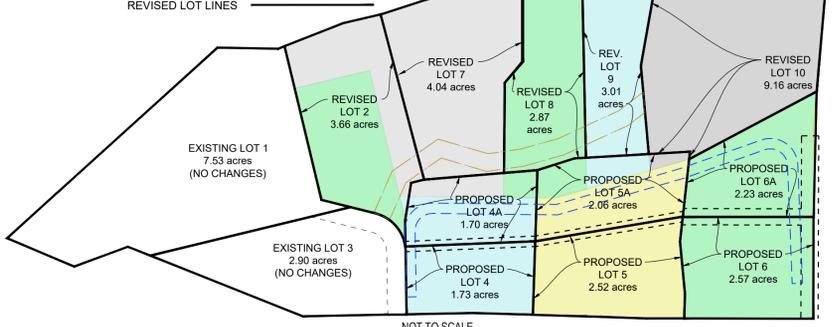
LEGEND

FOOTPRINT OF EXISTING LOTS

- EXISTING LOT 2
- EXISTING LOT 4
- EXISTING LOT 5
- EXISTING LOT 6
- EXISTING LOT 7
- EXISTING LOT 8
- EXISTING LOT 9
- EXISTING LOT 10

EXISTING 30' WIDE ACCESS EASEMENT ACROSS LOTS 4, 5, 6 TO BE RELOCATED

RELOCATED POSITION OF ACCESS EASEMENT ACROSS REVISED LOTS 4, 4A, 5, 5A, 6, 6A



KEY PLAN

Notes:

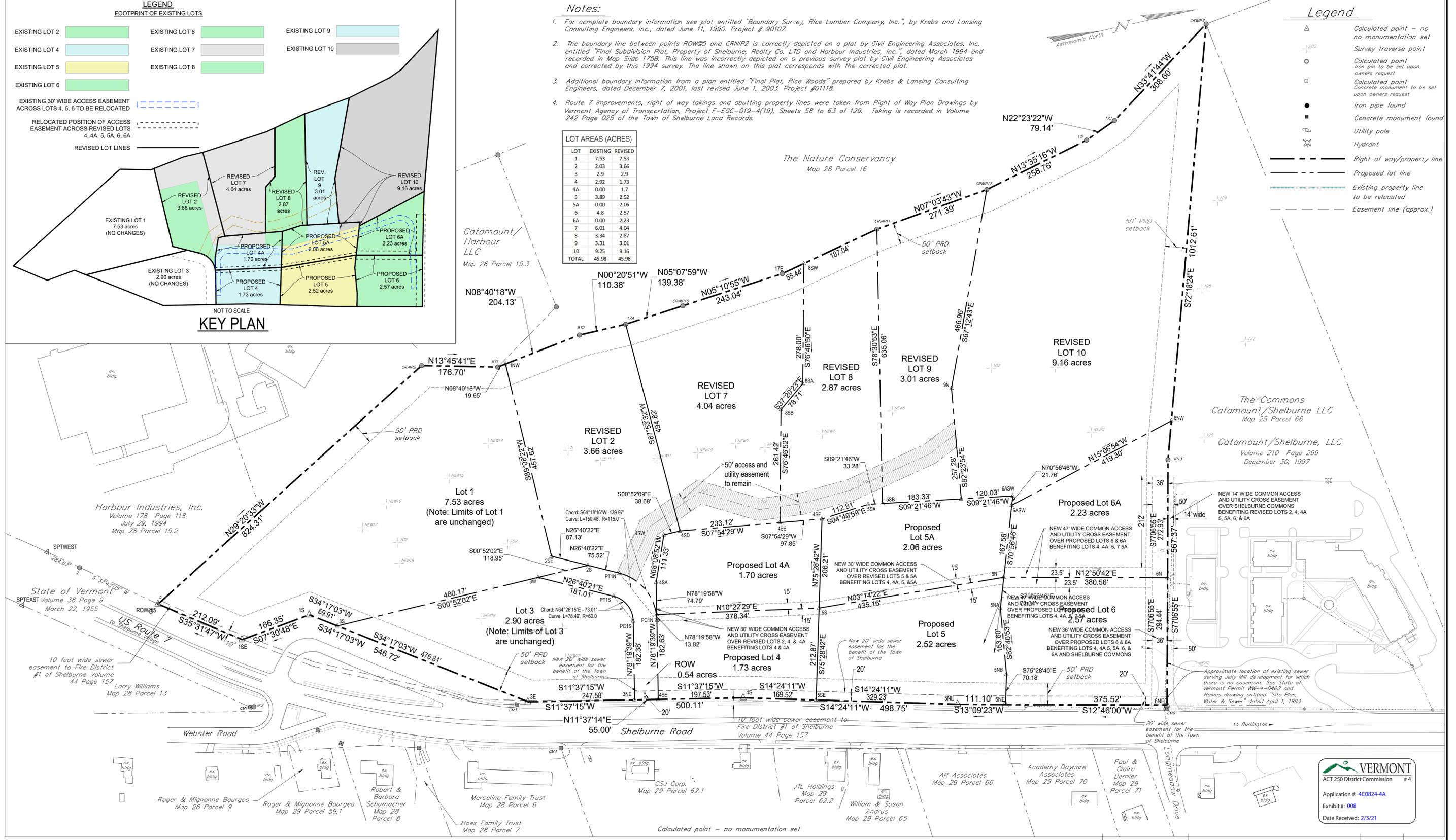
1. For complete boundary information see plat entitled "Boundary Survey, Rice Lumber Company, Inc.", by Krebs and Lansing Consulting Engineers, Inc., dated June 11, 1990, Project # 90107.
2. The boundary line between points ROW@5 and CRNP2 is correctly depicted on a plat by Civil Engineering Associates, Inc. entitled "Final Subdivision Plat, Property of Shelburne, Realty Co. LTD and Harbour Industries, Inc.", dated March 1994 and recorded in Map Slide 175B. This line was incorrectly depicted on a previous survey plat by Civil Engineering Associates and corrected by this 1994 survey. The line shown on this plat corresponds with the corrected plat.
3. Additional boundary information from a plan entitled "Final Plat, Rice Woods" prepared by Krebs & Lansing Consulting Engineers, dated December 7, 2001, last revised June 1, 2003, Project #01118.
4. Route 7 improvements, right of way takings and abutting property lines were taken from Right of Way Plan Drawings by Vermont Agency of Transportation, Project F-EGC-019-4(19), Sheets 58 to 63 of 129. Taking is recorded in Volume 242 Page 025 of the Town of Shelburne Land Records.

LOT AREAS (ACRES)

LOT	EXISTING	REVISED
1	7.53	7.53
2	2.03	3.66
3	2.9	2.9
4	2.92	1.73
4A	0.00	1.7
5	3.89	2.52
5A	0.00	2.06
6	4.8	2.57
6A	0.00	2.23
7	6.01	4.04
8	3.34	2.87
9	3.31	3.01
10	9.25	9.16
TOTAL	45.98	45.98

Legend

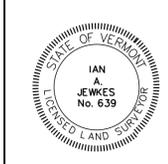
- Calculated point - no no monumentation set
- Survey traverse point
- Calculated point Iron pin to be set upon owners request
- Calculated point Concrete monument to be set upon owners request
- Iron pipe found
- Concrete monument found
- Utility pole
- Hydrant
- Right of way/property line
- Proposed lot line
- Existing property line to be relocated
- Easement line (approx.)



Approval by Resolution of the Development Review Board of the Town of Shelburne, Vermont on the ____ day of ____, 20____, subject to the requirements and conditions of said resolution. Signed this ____ day of ____, 20____, by ____ Chairman.

Certification
 This survey is based on physical evidence found in the field and written evidence abstracted from deeds and other pertinent records. This survey is consistent with that evidence. This plat conforms to 27 V.S.A. section 1403.

Ian A. Jewkes
 Ian A. Jewkes L.L.S. #639



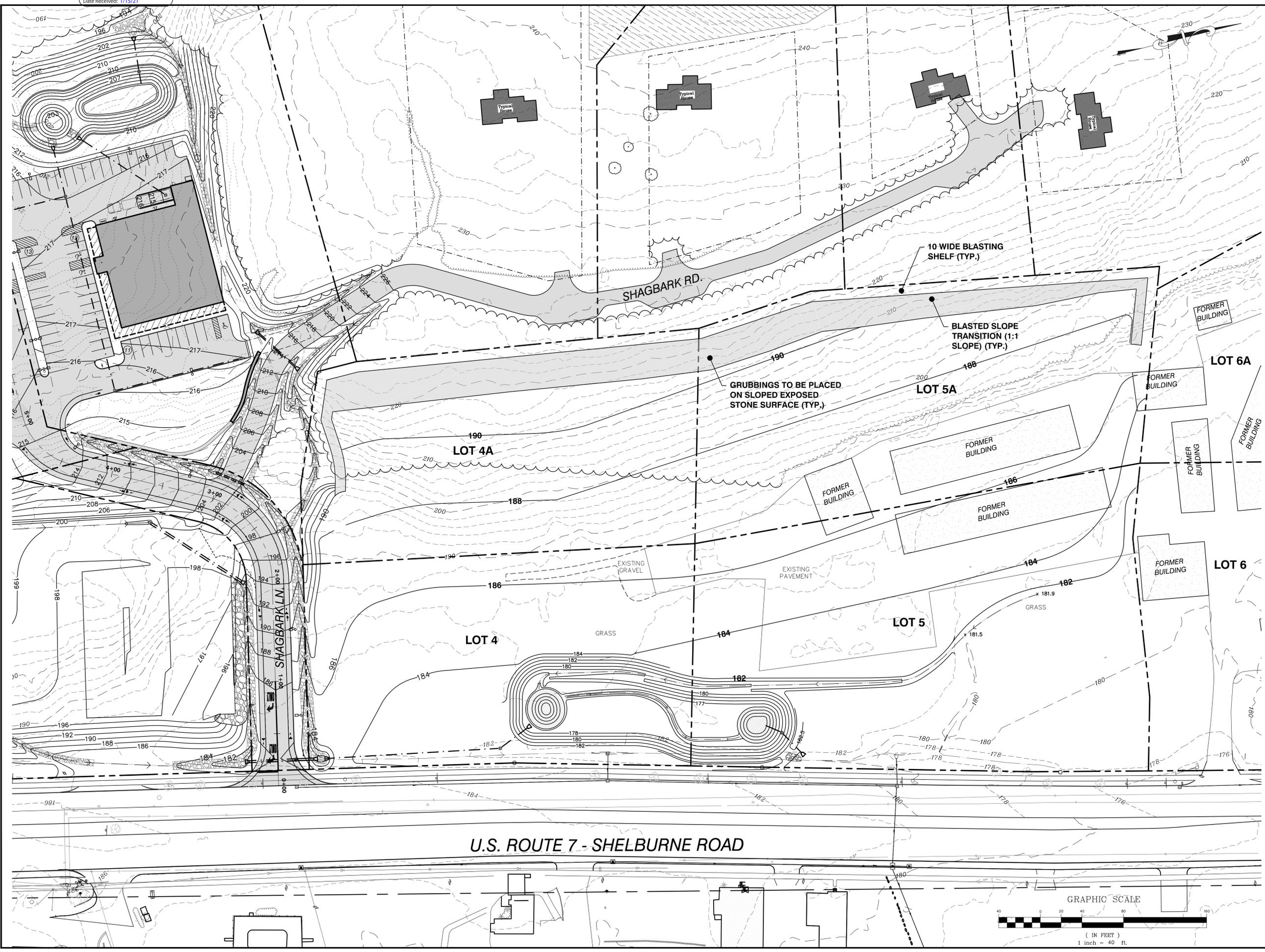
Date revised	Description	Checked	Date
Design	IAJ		
Drawn	TJB		
Checked			
Scale	1" = 100'		
Date	Feb. 07, 2020		
Project	12122		

Final Plat
Rice Lumber
Redevelopment Project
 Shelburne Road, Shelburne, Vermont

KREBS & LANSING Consulting Engineers, Inc.
 164 Main Street, Colchester, Vermont 05446

FP-1

VERMONT
 ACT 250 District Commission #4
 Application #: 4C0824-4A
 Exhibit #: 008
 Date Received: 2/3/21



SITE ENGINEER:

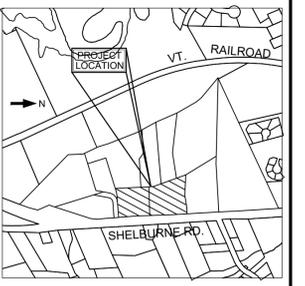


CIVIL ENGINEERING ASSOCIATES, INC.
 10 MANSFIELD VIEW LANE, SOUTH BURLINGTON, VT 05403
 802-864-2323 FAX: 802-864-2271 web: www.caa-vt.com
 COPYRIGHT © 2019 - ALL RIGHTS RESERVED

DRAWN
 SAL
 CHECKED
 DSM
 APPROVED
 DSM

OWNER:
RICE LUMBER CO. INC.
 78 SHAGBARK LN.
 SHELBURNE, VT

PROJECT:
RICE LUMBER P.U.D. RESUBDIVISION OF LOTS 4 & 5
 SHELBURNE RD.
 SHELBURNE, VT



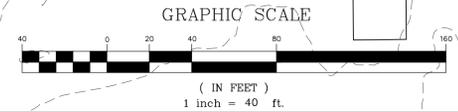
LOCATION MAP
 1" = 1000'

DATE	CHECKED	REVISION
12/22/20	DSM	REVISED BLASTED SLOPE TRANSITION

PROPOSED GRADING PLAN

DATE
 MAY, 2020
 SCALE
 1" = 40'
 PROJ. NO.
 10221.04

DRAWING NUMBER
C2.0



U.S. ROUTE 7 - SHELBURNE ROAD

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

DATE: **Wednesday, March 3, 2021**
 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:	Hinesburg: Merrily Lovell	St. George:
Buels Gore:	Huntington: Darlene Palola	Underhill:
Burlington: James Sherrard	Jericho: Katherine Sonnick	Westford:
Charlotte: Larry Lewack	Milton: Dave Allerton, Kirsten Jensen	Williston: Christine Dougherty
Colchester: Karen Adams	Richmond:	Winooski: Ryan Lambert
Essex: Annie Costandi, Co-Chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo	South Burlington: David Wheeler	VANR: Christy Witters
Burlington Airport: Heidi Miller, EIV	University of VT: Lani Ravin	CCRPC Board: Don Meals, co-chair
Friends of the Winooski River:	Lewis Creek Assoc: Andrea Morgante	Winooski NRCD:
Other Attendees: DEC: Danielle Owczarski, Jim Pease Other: Stone Environmental: Peter Lazorchak;		
CCRPC Staff: Dan Albrecht, Marshall Distel, Chris Dubin, Regina Mahony, Sai Sarepalli		

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 11:03 a.m.
2. **Changes to the Agenda and public comments on items not on the agenda** No changes. Heidi Miller of EIV introduced herself. EIV is the new contract firm handling stormwater issues for the Airport.
3. **Review and action on draft minutes of February 2, 2021** After a brief recap by Dan Albrecht, *Chris Robinson made a motion, seconded by Karen Adams to approve the minutes as drafted with a correction to fix the meeting ending time to read “a.m.” not p.m. MOTION PASSED with no abstentions.*
4. **FY22 Unified Planning Work Program: potential water quality projects**
 Marshall quick overview of the UPWP process and described the water quality projects which have been submitted by some towns for consideration for FY22 funding. He thanked Ravi from Richmond and Karen from Colchester for serving as the CWAC Reps on the UPWP Committee. Marshall asked what project requests we can expect in the future. Ryan Lambert noted in the Chat feature that Winooski “will likely apply for phase 2 of sw infrastructure condition assessment.” Andrea Morgante noted that the County really needs work on assessing stormwater impacts from private roads if we can figure out how we can get the funding to help with this. The CCRPC Board needs to start talking about and advocating for this. Dan noted that it will be hard to make the connection between private roads and public infrastructure (to access Federal MPO dollars) so only intersections of such could be studied but not the private roads themselves.
5. **Review of CCRPC submission to DEC RFI for Start-up costs for Clean Water Service Providers**
 Dan displayed CCRPC’s proposed budget and related tasks that they will submit. The estimate is about \$61,000. The final amount awarded to each Provider is unknown at this point, but the performance period will go from April 2021 through June 2022. Key tasks will include: Developing a website; Developing grant tracking systems; Coordination of CWSP operations with CCRPC policies/governance structure/procurement policies, and pre-qualifying engineers, watershed organizations, natural resource conservation districts and others so that CCRPC, in coordination with Basin Water Quality Council, can delegate task orders to these pre-qualified entities to develop, design and implement projects.

1
2 **6. Municipal standards for driveways and private roads**

3 Dan noted that this was put on the agenda to respond to a query from Town of Charlotte who are working
4 on updating their standards. He asked members to share their current practices.

- 5 • Ryan Lambert (via chat): They adopted VTRANS standard B-71, cf.
6 <https://vtrans.vermont.gov/planning/permitting>
7 • Annie Costandi, Essex – construction specifications and details. [Standard Specifications for](#)
8 [Construction | Essex, VT](#) ; Town of Essex Zoning Regulations:
9 <https://www.essexvt.org/176/Official-Zoning-Subdivision-Regulations>
10 • Karen Adams, Colchester – similar to Essex. They have a driveway detail if it is just a private
11 single family driveway.
12 • Darlene Palola, Huntington: any new construction will need to be addressed with green
13 infrastructure.
14 • Andrea Morgante, Hinesburg: quite rigorous criteria for new roadways and drives. Gets to be a
15 fair amount of engineering even on a single driveway. Still not as robust as could be; but in new
16 subdivision regulations.
17 • Katherine Sonnick, Jericho: . Jericho – does address slope (driveway slope in the ROW needs to
18 be negative 3% within first X feet of the driveways sloping away from the road.), but no max
19 length. More specs in public works specifications but those are out of date.
20 • Dave Allerton, Milton: Milton – have standard drawings for roads and driveways, and have sw
21 specs. They review all development plans that come in. Encourage everyone to keep sw on their
22 own sites. It's all on their website. [https://www.miltonvt.gov/162/Public-Works-Specification-](https://www.miltonvt.gov/162/Public-Works-Specification-Details)
23 [Details](https://www.miltonvt.gov/162/Public-Works-Specification-Details)
24 • Larry Lewack, Charlotte: We are looking for model language for driveway standards for access
25 roads (class 4 private roads w/in subdivisions/ w/re emergency vehicle access, fire ponds etc.
26 Please send sample language to townplanner@townofcharlotte.com.
27 • James Sherrard, Burlington: have an ordinance that prevents sw and sediment from coming off
28 public land onto private land. Burlington Ordinance covering Stormwater, Wastewater and other
29 pollution control measures.
30 <https://www.codepublishing.com/VT/Burlington/#!/Burlington26/Burlington26.html>
31 • Jim Pease, DEC: Just an FYI that after 7/1/22 the state threshold for a sw permit goes to 1/2 acre
32 and any existing road with a 5000 sq. ft. expansion that carries the total over 1 acre also requires a
33 permit now.
34

35 **7. Update: MRGP Compliance Tracking and Grants-in-Aid for 2021**

36 Chris Dubin provided the update. DEC plans on updating the MRGP permit and tweaking the standards
37 so they have asked folks to hold off on doing new, second inventories. Therefore, CCRPC staff and interns
38 will continue therefore with working with town road foremen this summer to track work done on bringing
39 non-compliant segments up to standards. For Grants in Aid, most all of our towns have signed up for 2021
40 and a total of \$253,080 will be awarded
41

42 **8. Updates**

43 No updates
44

45 **9. Items for Tuesday, April 6th meeting agenda.**

46 CWSP Update, other items t.b.d.

47 **10. Adjournment.** The meeting adjourned at 11:53 p.m.
48

49 *Respectfully submitted, Regina Mahony & Dan Albrecht*
50
51

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
MS4 SUBCOMMITTEE
 OF CLEAN WATER ADVISORY COMMITTEE – **DRAFT** MINUTES

DATE: **Wednesday, March 3, 2021**
 SCHEDULED TIME: 12:15 p.m. to 1:30 p.m.
 PLACE: ONLINE via Zoom
 DOCUMENTS: Minutes, documents and presentations discussed and a video recording accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance		
Burlington: James Sherrard	Burlington Airport: Heidi Miller, EIV	Williston: Christine Dougherty
Colchester: Karen Adams	Milton: Dave Allerton, Kirsten Jensen	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan (arrived 12:24 p.m.)
Essex Junction: Chelsea Mandigo, co-chair	South Burlington: Tom DiPietro, Dave Wheeler	Univ. of VT: Lani Ravin
DEC: Christy Witters		
Other Attendees: Winooski NRC: Kristen Balschunat; DEC: Jim Pease, Karen Bates; Pluck: Dave Barron (arrived 1:15 p.m.),		
CCRPC Staff: Dan Albrecht, Sai Sarepalli		

1. Call to Order, Changes to the Agenda and Public Comments on Items not on the agenda:

The meeting was called to order at 12:17 p.m. With the consent of the co-chairs, it was agreed to have Dan Albrecht facilitate the meeting since it was all online. No public comments were made.

2. Review and action on draft minutes of January 5, 2021

After a brief recap by Dan Albrecht, *Chelsea Mandigo made a motion, seconded by Karen Adams to approve the minutes of January 5th as drafted. No further discussion. MOTION PASSED.*

3. Authorize FY22 annual member dues of \$6,000

Dan explained that this would be the same dues level as in the current fiscal year. There should be a surplus that carries over into FY22 as well to help fund operations. *James Sherrard made a motion, seconded by Annie Costandi to approve member dues of \$6,000 for FY22. No further discussion. MOTION PASSED.*

4. Review & vote on proposed Minimum Control Measure #1 2020 Report

Dave Barron recapped the key elements of the report. The advertising began to use ecological messaging focused on key species, the rack card was revised, continued Tip of the Month outreach (that along with longer time spread of advertising and tracking efficacy of promotion by tracking downloads of info material such as rainbarrel instructions. Overall, website visits were down compared to 2019, likely due to COVID, but on the plus side ad expenditures were less because Dave is able to allocate digital ad dollars in real-time (aka, how much do you want to spend per click/exposure). *Chelsea Mandigo made a motion, seconded by Annie Costandi to approve adoption of the MCM#1 Annual Report for 2020. No further discussion. MOTION PASSED.*

5. Review & vote on proposed Minimum Control Measure #2 2020 Report

Kristen Balschunat recapped the elements of the report which were organizational partnerships, outreach, projects, water quality monitoring, adopt a rain garden and volunteer appreciation. and The report is more streamlined than in earlier years so easier to digest. *Chelsea Mandigo made a motion, seconded by James Sherrard to approve adoption of the MCM#2 Annual Report for 2020. No further discussion. MOTION PASSED.*

6. Review & vote on proposed amendment to FY21 Budget

- a) Add \$1,500 for Pluck for production of Drain Defenders Video

1 b) Add \$180 for Pluck for Airport information display materials

2 Dan explained the need for the amendment. The \$1,500 was approved at the last meeting. The \$180 is a
3 new item to cover the costs for Pluck to update the display materials from the old RSEP logo, website and
4 visuals to the new Rethink Runoff logo, website and visuals. There is enough carry over surplus from FY20 to
5 cover these costs. *Karen Adams made a motion, seconded by Chris Robinson to approve the additions of*
6 *\$1,500 and \$180 to the overall FY21 budget.*
7

8 **6. Potential application to join Adopt-A-Drain program**

9 Chelsea, Annie and Kristen explained the program. The rationale is that it is a great way to engage neighbors
10 with each other, the online infrastructure is in place and assuming it can be accomplished for a reasonable
11 price is a good way to spread the costs across the members rather than each municipality trying to build its
12 own system. Kristen indicated she would work for an hour with each town during set-up. Chelsea and Annie
13 noted that costs for start-up can be split between municipalities and the overall Rethink Runoff budget and that
14 some of our existing surplus could be used. Kristen indicated she would develop a memo outlining the
15 program in more detail and various cost-sharing options and distribute it to the members so we can have a
16 better sense of overall interest. Kristen will also reach out to the Adopt-a-Drain folks to see they can treat our
17 9-town region as one municipality in terms of set up costs. She will also see about scheduling a separate, non-
18 official Zoom meeting with them in case towns want to learn more. Williston has indicated they are interested
19 as has Burlington. They would like to hear from some other towns. Ryan Lambert (Winooski) and Dave
20 Allerton (Milton) both indicated they would need to check their colleagues. Dan indicated CCRPC staff could
21 help with compilation of catch-basin data and transmittal in a format that Adopt-a-Drain needs.
22

23 **7. Initial discussion of committee review for updates to www.rethinkrunoff.org**

24 Dave recapped the already planned improvements. We want to continue shift from “awareness” to “action
25 taking” like downloading a document, sign up for an activity, etc. With regards to updating the website, he
26 showed a link to a Google document so people can provide feedback. Dan indicated he will send everyone the
27 link.
28

29 **8. Updates**

30 None
31

32 **9. Items for April 6th meeting agenda**

33 1) Adopt-a-Drain
34

35 **10. Adjournment** The meeting was adjourned at 1:28 p.m.
36
37
38

Respectfully submitted, Dan Albrecht

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 TRANSPORTATION ADVISORY COMMITTEE
3 MINUTES
4

5 DATE: Wednesday, March 3, 2021
6 TIME: 9:00 a.m.
7 PLACE: Meeting held remotely via Zoom
8

9 **Members Present**

10 Bryan Osborne, Colchester
11 Nicole Losch, Burlington
12 Amy Bell, VTrans
13 Matthew Langham, VTrans
14 Jonathon Weber, Local Motion
15 Josh Arneson, Richmond
16 Bob Henneberger, Seniors
17 Chris Damiani, GMT
18 Kurt Johnson, Underhill
19 Barbara Elliott, Huntington
20 Robin Pierce, Essex Junction
21 Sandy Thibault, CATMA
22 Kirsten Jensen, Milton
23 Chris Jolly, FHWA
24 Seth Bowden, GBIC
25 Ashley Bishop, VTrans
26 Dennis Lutz, Essex
27 Dean Pierce, Shelburne
28
29

Dave Allerton, Milton
Mary Anne Michaels, Rail
Andrea Morgante, Hineburg
Katherine Sonnick, Jericho
Lisa Schaeffler, Williston

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
Chris Dubin, Senior Transportation Planner
Marshall Distel, Transportation Planner

Public

Wayne Nadeau

30 1. Bryan Osborne called the meeting to order at 9:00 AM.
31

32 2. **Consent Agenda**

33 There is no consent agenda this month.
34

35 3. **Approval of Minutes**

36 Bryan Osborne asked for any changes. Barbara Elliot noted two spelling edits, which CCRPC staff will
37 correct. BOB HENNEBERGER MADE A MOTION TO APPROVE THE MINUTES OF FEBRUARY
38 2, 2021, SECONDED BY SANDY THIBAULT. THE MOTION PASSED UNANIMOUSLY.
39

40 4. **Public Comments**

41 None.
42

43 5. **Proposed Updates to Transportation Improvement Program (TIP) Amendment Procedures**

44 Christine Forde, CCRPC staff, described minor changes proposed to update the TIP Amendment Policy
45 as outlined in the agenda packet memo. The Policy was last updated in 2011. BARBARA ELLIOT
46 MADE A MOTION THAT THE TAC APPROVE THE PROPOSED CHANGES TO THE TIP
47 AMENDMENT POLICY, SECONDED BY NICOLE LOSCH. THE MOTION PASSED
48 UNANIMOUSLY.
49

50 6. **CCRPC Comments on Draft State Rail Plan**

51 VTrans recently released the draft Vermont Rail Plan for public input. CCRPC staff reviewed the Plan
52 and Marshall Distel and Eleni Churchill outlined the CCRPC's comments on priority policy areas and
53 requested clarifications in other areas of the Plan, as described in the agenda packet memo. Robin Pierce
54 asked if staff contacted Genesee & Wyoming Railroad for their input. Mary Anne Michaels asked why

1 the Burlington Railyard Enterprise Project (REP) should be elevated to the first priority and whether it
2 should be part of the Vermont Freight Plan instead. Eleni responded that the REP is in preliminary
3 engineering and is endorsed by VTrans, hence the recommendation to move to the first priority, and it is
4 included in both the Rail and Freight plans. Amy Bell notes the project is contingent on legislative
5 approval. NICOLE LOSCH MADE A MOTION THAT THE TAC RECOMMEND THAT THE
6 BOARD APPROVE THE COMMENTS AND TRANSMITS THEM TO VTRANS FOR
7 CONSIDERATION. THE MOTION WAS SECONDED BY BARBARA ELLIOT AND APPROVED
8 UNANIMOUSLY.
9

10 **7. I-89 2050 Study Update**

11 Eleni Churchill, CCRPC staff, gave a [presentation](#) to update the TAC on the I-89 2050 Study. The project
12 is in the second round of interchange evaluations and is seeking input on the proposed metrics and
13 scoring. Eleni noted that several focus groups are scheduled to hear input from people from
14 underrepresented populations. A final report is expected in winter 2022. Dennis noted that scoring
15 projects on a scale of 0-4 is a narrow range and has used 0-10 in his work which has more flexibility.
16 Jonathon Weber asked if there are options for solutions that aren't increasing capacity. Eleni said that yes,
17 non-capacity solutions would be considered first and that non-auto solutions are part of both the
18 Metropolitan Transportation Plan and bundle 1 of this project. Andrea asked if CCRPC or VTrans is
19 collecting telecommute data to identify other criteria or discover new trends related to working from
20 home and the potential to become permanent. Eleni said yes, we collect telecommute and traffic data.
21 Sandy Thibault said that CATMA has been doing surveys for many years and will conduct a
22 comprehensive survey this fall, as well as a microsurvey of CATMA member institutions and a survey of
23 Employee Transportation Coordinator Network members at some point. Eleni noted that VTrans is also
24 collecting data. Jason Charest pointed out that UVM TRC applied for funding in the FY22 UPWP for
25 survey work. Chris Dubin said that traffic counts will ramp up in 2021 and allow us to compare to pre-
26 COVID. Bryan Osborne said he encourages lengthy data collection and doesn't anticipate that
27 telecommuting will last long term. Andrea says this is an opportunity to focus on transportation demand
28 management and hopes that surveys can ask different questions so we can better understand changes
29 between now and the future, as well as demographics. It was asked if eastbound I-189 was removed,
30 could that serve as a shared use path. Eleni said it depends on which alternative is advanced. Sandy asked
31 about the status of the bike/ped crossing at Exit 14. Eleni noted that South Burlington continues to seek
32 funding to support the project. It could be a standalone project or part of this project as a way to address
33 safety. www.envision89.com
34

35 **8. Proposed TIP Amendment for Shelburne Street Roundabout**

36 Christine Forde, CCRPC staff, reviewed proposed changes to the FY21 year of the TIP as outlined in the
37 agenda packet memo. This amendment will change both the FY2021-2024 TIP and the FY2020-FY2023
38 TIP because the FY2021 TIP has not yet been approved by FHWA. Andrea asked why funding to address
39 the soil contamination wasn't included in the original project budget. Matthew Langham replied that the
40 level of contamination wasn't known or discovered through the scoping process. BARBARA ELLIOT
41 MADE A MOTION THAT THE TAC APPROVE THE PROPOSED TIP AMENDMENT, SECONDED
42 BY ANDREA MORGANTE. THE MOTION PASSED UNANIMOUSLY.
43

44 **9. Status of Projects and Subcommittee Reports**

45 See the project list on the back of the agenda. TAC members are encouraged to contact CCRPC staff with
46 any questions.
47

48 **10. CCRPC Board Meeting Report**

49 In February the Board approved comments on the Draft Clean Water Service Provider Rule, heard an
50 update presentation of and discussed the I-89 2050 Study, appointed a Board representative to the All
51 Hazards Mitigation Plan Update Committee, and heard an update on the hiring of a racial equity
52 consultant.
53

1 **11. Chairman's/Members' Items:**

- 2 • VT Department of Environmental Conservation has developed a **Municipal Roads General**
3 **Permit (MRGP) compliance dashboard** which lists all the MRGP towns and whether they are
4 fully compliant or not and if not, which requirements are not currently being met. It can be
5 accessed through the MRGP website and is updated regularly in real time:
6 <https://anrweb.vt.gov/DEC/IWIS/ReportViewer2.aspx?Report=SWMRGPComplianceStatus&ViewParms=False>
7 For more information contact Jim Ryan, Jim.Ryan@vermont.gov, 802-490-6140
8 • **AARP Community Challenge Grant Program:** AARP Vermont invites community
9 organizations and local governments to apply for the [2021 Community Challenge](#) grant program,
10 *now through April 14*. Grants fund quick-action projects that can range from several hundred
11 dollars for small, short-term activities to several thousand or tens of thousands for larger projects.
12 The Community Challenge is open to 501(c)(3), 501(c)(4) and 501(c)(6) nonprofits and
13 government entities. Other types of organizations will be considered on a case-by-case basis. The
14 application deadline is 8:00 p.m. ET, April 14, 2021, and all projects must be completed by
15 November 10, 2021. To submit an application and view past grantees, visit
16 www.AARP.org/CommunityChallenge.
17 • Chris Dubin, CCRPC staff, gave a brief update on new VT Department of Environmental
18 Conservation portal enhancements, grants in aid updates, and Road Erosion Inventories for this
19 coming summer.
20 • Ashley Bishop, VTrans, noted that Class 2 and Infrastructure grants are due April 15 and there
21 might be more funding available. TAC members can contact her for more information.
22

23 The next TAC meeting is scheduled for Tuesday, April 6.

24
25 NICOLE LOSCH MADE A MOTION TO ADJOURN, SECONDED BY DENNIS LUTZ, APPROVED
26 UNANIMOUSLY. The meeting adjourned at 10:06 AM.

27
28 Respectfully submitted, Bryan Davis

FY2022 UPWP Committee - Meeting 2 (Virtual Meeting via Zoom) **February 25, 2021**

Members Present:

Catherine McMains, Committee Chair
Michael Bissonnette, Board
Sharon Murray, Board
Jaqueline Murphy, Board
Amy Bell, VTrans
Chris Jolly, FHWA
Ravi Venkataraman, CWAC
Karen Adams, CWAC
Justin Rabidoux, TAC

Barbara Elliot, TAC
Dean Pierce, PAC

Staff:

Charlie Baker, CCRPC
Forest Cohen, CCRPC
Eleni Churchill, CCRPC
Amy Irvin Witham, CCRPC
Regina Mahony, CCRPC
Marshall Distel, CCRPC

1. Welcome & Introductions

Committee Chair Catherine McMains opened the meeting at 4:32 p.m. and introductions were made.

2. Review and approval of UPWP Committee Minutes – Meeting #1 (Action)

Barbara Elliot made a motion, seconded by Michael Bissonnette to approve the January 28, 2021 UPWP Committee meeting minutes. All in favor except Sharon Murray abstained.

3. Review of FY22 Project Applications, Comments and Updates with a Focus on PL-Funded (Transportation) Projects

Prior to moving forward with a review of the FY22 UPWP project spreadsheet, Eleni Churchill briefly explained that more PL funding would be available in FY22 than in previous years.

Chris Jolly provided more details about the FY22 funding. In FY21, approximately \$2.2 million in PL funding and \$467,000 in FTA planning funds were programmed to the CCRPC. However, significantly more funding is available in FY22. One of the biggest factors that will contribute to an increase in FY22 funding will come as a result of FTA funding availability. In previous years, there was a delay in the transfer of the FTA funds to the CCRPC. In FY22, the CCRPC will receive two apportionments of FTA funds within a six-month timeframe.

Between FY18 and FY20, the CCRPC has annually expended around \$2.5 million in PL funds, while the CCRPC was programmed around \$3 million in PL funding. There has been a gap between the money that was expended versus the money that had been programmed. Funds that have not been spent by the CCRPC are carried forward each year. CCRPC staff time availability and local match constraints often prevent the programmed funds from being fully expended on an annual basis.

Amy Bell added that CCRPC is a direct recipient of PL funds as an MPO. Sometimes we don't always know the exact level of PL funds that will be expended until the end of the year. Amy

compared the process to that of a savings account that continuously rolls over annually.

Charlie Baker explained that the bottom line in the UPWP spreadsheet increased from \$1.2 million to \$1.5 million to accommodate all eligible FY22 requests, while also lining up with staffing and local match constraints. The annual CCRPC staff cost equates to around \$1.6 million as an aggregate. GMT funds are also not shown on this table.

Justin Rabidoux asked about tracking the carryover funding. Chris said that FHWA and VTrans are able to track the carryover PL funds that have been unobligated.

Following the funding discussion, Eleni provided an overview of the UPWP project spreadsheet.

For the Queen City Park Road Bike/Ped Scoping, the requested budget increased from \$50,000 to \$60,000 after a draft scope of work was received from a consultant.

The Park and Ride Plan update is seen as a VTrans priority, as planning will also shortly be underway for the update to the statewide park and ride plan. Therefore, the budget increased from \$30,000 to \$50,000 to facilitate the development of a more robust plan.

The description for the I-89 Interchange Review in Bolton & Milton was revised to reflect a review of previous plans rather than a new analysis of the interchanges.

\$10,000 was added to both the Transportation-Related Water Quality Technical Assistance task and the generic Transportation Technical Assistance task to cover potential small project requests throughout the year.

A Regional Transit Funding Model task was added after a discussion with GMT. The study would be managed by the CCRPC and would seek to evaluate opportunities and models to fund regional transit. Charlie will make a request of Legislature to fund the local match.

Regina provided a brief overview of the three Bolton land use project requests. Regina stated that the land use projects are dependent on the availability of staff time so the UPWP Committee will see our recommendations on these at the March meeting.

For the Burlington Impact Fee Study, the budget was reduced budget from \$80,000 to \$40,000 to remove the non-transportation elements. The description was also revised to reflect the change.

Regina detailed how the Jericho land use project request was removed from consideration in FY22 due to a lack of funding for the fee-for-service request.

Eleni then provided an overview of the partner requests.

For the Carsharing as a COVID Response project, FHWA clarified that stipends cannot be provided to volunteers. However, hiring resident ambassadors would be an eligible initiative. CCRPC staff confirmed with CSVT that the budget request remains unchanged.

Justin asked about CCRPC staff availability to take on all of the FY22 project requests. Eleni replied by saying that the CCRPC staff hours calculation will be evaluated within the coming

weeks.

Chris added one additional comment with regards to the overall budget by highlighting how the CCRPC receives significantly more PL funds when compared to many other MPOs around the country. The reason for this is because Vermont is a minimum apportionment state and only has the one MPO. Therefore, the CCRPC is guaranteed a certain base level of PL funds as an MPO. The other factor is that CCRPC is also the only MPO within the state. If the White River Junction area ever gets above 50,000 urban population and a MPO is formed; the funding that CCRPC gets would be shared between the two MPOs. [Note – The urban population of the Lebanon-White River Junction is about 25,000.]

Barbara Elliot asked if CCRPC staff are supportive of all the projects. Eleni replied by saying yes, that there are no concerns with the projects from the staff's perspective. Questions and requested clarifications were brought up with municipalities and partner organizations after the first meeting.

Charlie outlined the financial and operational impacts of COVID on the CCRPC. Many staff members have not used much vacation time in the past 12 months when compared to a normal year. Therefore, there is a backlog of vacation days that may cut into staff availability during the upcoming summer months. This will be taken into consideration when allocating staff hours for FY22.

Karen Adams brought up her suggestion from the first meeting to evaluate the survey-related requests to identify areas of consolidation to achieve a greater level of efficiency. Eleni responded by saying that the survey-related requests were evaluated, but added that consolidation would likely not be feasible because the diverging target populations for these surveys.

4. Next Steps & Adjourn

Marshall provided a brief overview of the next steps. The CCRPC will work to assemble a full draft of the FY22 UPWP to be reviewed at the final UPWP Committee meeting on 3/25.

Dean Pierce suggested that the public comments be reviewed at the March meeting. Marshall will add this to the agenda.

Barbara made a motion, seconded by Dean to adjourn the meeting. Catherine adjourned the meeting at 5:30 p.m.

Respectfully submitted,

Marshall Distel

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 PLANNING ADVISORY COMMITTEE - MINUTES
3

4 DATE: Wednesday, February 10, 2021
5 TIME: 2:30 p.m. to 4:00 p.m.
6 PLACE: Virtual Meeting via Zoom with link as published on the agenda
7

Members Present:

Eric Vorwald, Winooski
Ravi Venkataraman, Richmond
Joss Besse, Bolton, Chair
Alex Weinhagen, Hinesburg
Cymone Haiju, Milton
Wayne Howe, CCRPC Representative
Paul Conner, So. Burlington
Darren Schibler, Essex
Owiso Makuku, Essex

Sarah Hadd, Colchester
Melissa Manka, Westford
David White, Burlington
Andrew Strniste, Underhill

Staff:

Regina Mahony, Planning Program Manager
Melanie Needle, Senior Planner
Taylor Newton, Senior Planner

8
9
10 **1. Welcome and Introductions**

11 Joss Besse called the meeting to order at 2:35 p.m.

12
13 **2. Approval of November 18, 2020 Minutes**

14
15 Alex Weinhagen made a motion, seconded by Eric Vorwald, to approve the November 18, 2020 minutes. No further
16 discussion. MOTION PASSED.
17

18 **3. Cannabis Legislation**

19 Regina Mahony provided an overview of Act 164 – Cannabis Tax and Regulate and the PAC had a discussion about
20 who has put the retail opt-in question on their ballots this year (Burlington, Winooski & Richmond).
21

22 Melanie Needle provided an overview of the Chittenden Prevention Network's Prioritizing Health in the Built
23 Environment guide. Prevention has played a key role in reducing youth substance use; and these techniques will be
24 helpful in thinking through the regulation of cannabis businesses. This guide refers to this study that VLCT did that
25 talks about the authority for towns to "regulate" adult only products:

26 <https://www.ccrpcvt.org/wp-content/uploads/2016/01/VLCT-CCRPC-Study-11-21-FINAL.pdf>
27

28 The PAC indicated that future topics that would be helpful on this front include:

- 29 • Information/presentation from VLCT on best practices in other states that have already been through these
30 conversations.
- 31 • Keep informed of the rule making process, and potentially provide comments, as this will greatly inform how
32 this plays out at the local level.
- 33 • Provide standard definitions for use in zoning bylaws and/or ordinances.
34

35 Presentation is attached.
36

37 **4. Westford Town Plan**

38 Joss Besse opened the hearing at 3:30pm. Hearing no comments, the hearing was closed.
39

40 Taylor Newton provided a brief overview of the Plan update, which includes an enhanced energy plan. Taylor stated
41 that the Plan meets all of the statutory requirements. Taylor added that the Town received a VCDP planning grant
42 and they are requiring the Town adopt their plan, even though it hasn't technically expired during the state of
43 emergency.
44

1 Alex W. – several questions/comments:

- 2 1. Pg. 10. Section 3.2.1 – Census link needs to be removed or updated.
- 3 2. Pg. 17 Section 3.2.3 – Westford existing housing stock, home price and how it relates to income. Might
4 consider updating because the data is a little old now. In 3rd paragraph data from 2013. Same comment on Pg.
5 19 – the figure is easy to understand but the data is old.
- 6 3. Pg. 20 density description is a great addition. Inspired by that.
- 7 4. Pg. 23 & 24 – poor cell service map. Any discussions about providing a cell tower? Melissa Manka stated
8 that they did get public WiFi in the common this past summer; but there has been no Town initiative to add a
9 cell tower. Alex suggested that the it might be good for the Selectboard to proactively reach out for cell
10 coverage – especially in the common.
- 11 5. Pg. 25, Figure 9 – pie chart – re-title to Land Area by Parcel Size Distribution.
- 12 6. Pg. 26 – continue zoning permits out to 2020.
- 13 7. Pg. 36 schools – might want to consider showing a chart that shows the enrollment trends.
- 14 8. Energy Plan – pg. 59 – Section 7.2.9. Total electricity increase and limits of three phase power and challenge
15 for solar. Can existing infrastructure handle the electricity increase? Or do the sub-stations need upgrades?
- 16 9. Pg. 66 – types of carpooling options: add GoVermont.

17
18 Alex Weinhagen made a motion, seconded by Paul Conner, that the PAC finds that the draft 2021 Westford Town
19 Plan meets all statutory requirements for CCRPC approval, and that the municipality's planning process meets all
20 statutory requirements for CCRPC confirmation.

21
22 The PAC also finds that the draft 2021 Westford Town Plan will meet the requirements of the enhanced energy
23 planning standards (“determination”) set forth in 24 V.S.A. §4352.

24
25 Upon notification that the Plan has been adopted by the municipality, CCRPC staff will review the plan, and any
26 information relevant to the confirmation process. If staff determines that substantive changes have been made, the
27 materials will be forwarded to the PAC for review. Otherwise the PAC recommends that the Plan, and the municipal
28 planning process, should be forwarded to the CCRPC Board for approval, confirmation, and an affirmative
29 determination of energy compliance.

30
31 No further discussion. MOTION PASSED.

32 33 **5. Members Items Open Forum**

34 Joss Besse asked if any members had any items to discuss with each other.

35
36 Alex Weinhagen asked the Town’s that have the cannabis question on their ballots if they have spoken with their
37 Planning Commission’s yet about how they are going to treat the retail businesses. Eric Vorwald stated that they
38 haven’t addressed it so far but intend to treat it just like any other retail assuming that the state Board will include
39 restrictions on signage, etc. They already have a hemp plant in the City. Ravi Venkataraman stated that they haven’t
40 spoken to the PC yet. They are tied up with other topics. They are just waiting to see how the vote goes first. Would
41 potentially steer the PC toward light manufacturing districts.

42
43 Alex Weinhagen indicated that he is curious how to enable light manufacturing in the rural land areas. Owiso
44 Makuku stated that Essex has these same land use issues as they straddle the line between developed and rural. Essex
45 plans to set up a Committee to think through these cannabis related issues before bringing it to a vote.

46
47 Eric Vorwald stated that in the other states that have allowed this the licensing is very expensive so it can be
48 prohibitive for many smaller operators that might do the cultivation piece. Owiso Makuku recalled a conversation
49 from awhile ago about Vermont not wanting large scale cannabis in the state so they may approach this differently.
50 Alex Weinhagen added that we are likely to take a VT scale approach to this and incentivize small folks including
51 BIPOC folks.

52
53 Alex Weinhagen has another topic about architectural design guidelines; but he’ll ask this via email.
54

1 Paul Conner brought up a topic about ways to think about making it easier for folks to allow for outdoor seating and
2 other pandemic induced positive changes. Issue with wastewater seating (typically outdoor seats mean more seats) –
3 but unlikely that outdoor and indoor seats would be used at the same time. In Winooski – capacity is based on what
4 you can accomodate inside. But you can put those seats anywhere.

5
6 Next PAC meeting – how are we responding to the long-term impacts of COVID; and how can we take advantage
7 (for lack of a better term). Bolton – inundated from recreation users – Winooski and Bolton potholes and Preston
8 Ponds (100 cars one time). How are we doing by providing enough recreation resources? Richmond having same
9 issue on the Winooski. Looking at creating parking and trying to manage the road. Hoping to have management
10 strategies for the future.

11
12 **6. Regional Act 250/Section 248 Projects on the Horizon.**

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

14
15 **7. Other Business**

- 16 a. Reminder to submit your 2020 housing, commercial and bike/ped data to Melanie if you haven't done so
17 already. We currently have all but 6 municipalites data. Melanie Needle stated "kudos to Meagan Tuttle for
18 getting Burlington's data in on-time for the first time in 5 years!"
- 19 b. Chittenden County Housing Convening – Monday, March 29th at 6pm. Save the dates will be going out.
- 20 c. [Community Leadership in Action: A Vermont Guide to Community Engagement, Project Development and](#)
21 [Resources](#) from the VT Council on Rural Development.
- 22 d. Incremental Development Alliance will be hosting a Small Scale Development Seminar for VT on February
23 23rd from 9am to 1pm. More information here: [Small Developer Virtual Seminar — IncDev Alliance](#)
24 [\(incrementaldevelopment.org\)](#).
- 25 e. [Smart Growth America Equity Summit](#). The videos of the three days are online. There are also a lot
26 resources in the email I forwarded (in the PAC meeting email).

27
28 **9. Adjourn**

29 Meeting adjourned at 4:06pm.

30
31 Respectfully submitted, Regina Mahony

Topics

Cannabis Commercialization

PAC Meeting
February 10, 2021

- Review Legislation
- Town Meeting Ballot Questions
- A Municipal Planning Look at Preventing Substance Use
- Next Steps

1

2

Act 164 Basics

- Retail sales will only be allowed in communities that vote to opt-in. **Note: proposed bill S.25 would require that this question be posed to the voters no later than March 1, 2022.**
- Cultivation, testing, warehousing, and distribution are not subject to any municipal opt-in. **Note: proposed bill H.164 would require a town to vote on allowing the operation of any type of licensed cannabis establishment**
- While municipalities cannot issue blanket prohibitions of cannabis establishments via ordinance or zoning, the uses are subject to zoning. The bill empowers communities to create local cannabis control commissions, and for such commissions to condition issuance of a local license on any zoning bylaw adopted pursuant to 24 V.S.A, section 4414.
- Cannabis shall not be regulated as "farming," and cultivated cannabis shall not be considered an agricultural product or agricultural crop under relevant State laws; therefore municipalities will have the power to regulate cannabis cultivation through zoning, unlike traditional agricultural practices and agricultural structures.

3

Act 164 Timelines

- April 1, 2021: Cannabis Control Board makes recommendations to the General Assembly regarding resources necessary for implementation of the program
- On or before **June 1, 2021: Board begins formal rulemaking** for cannabis establishments, medical program, and dispensaries
- On or before **March 1, 2022: Final adoption of rules** for cannabis establishments, medical program, and dispensaries
- On or before **May 1, 2022: Begin issuing licenses for small cultivators, integrated licensees, and testing labs; and integrated licensees may begin selling cannabis and cannabis products to the public**
- On or before Oct. 1, 2022: Begin issuing licenses for retailers; and **retailers may begin selling cannabis and cannabis products to the public**

4

2021 Ballot Question

No

- Underhill
- Westford
- Jericho
- Colchester
- South Burlington
- Shelburne
- Charlotte
- Hinesburg
- Essex Town/Junction
- Williston
- Bolton

Yes

- Burlington
- Winooski
- Richmond

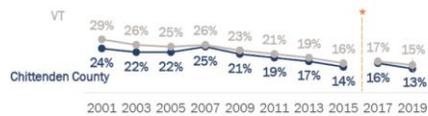
Unknown

- Huntington
- Milton
- St. George

5

The percent of adolescents in grades 9-12 who binge drank in the past 30 days was statistically better in Chittenden County compared to Vermont in 2019

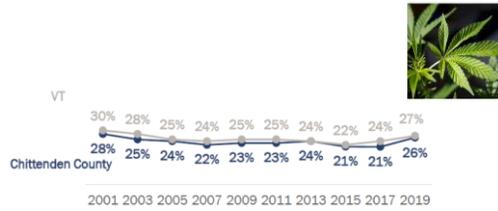
*Note: question wording changed between 2015 and 2017. Use caution when comparing data pre- and post-change.



Source: Vermont Youth Risk Behavior Survey (2001-2019)
Vermont Department of Health
Prevalence: High School Youth - Binge Drinking

6

The percent of adolescents in grades 9-12 who used marijuana in the past 30 days was statistically the same in Chittenden County compared to Vermont in 2019



Source: Vermont Youth Risk Behavior Survey (2001-2019)
Vermont Department of Health
Prevalence: High School Youth - Marijuana Use



7

What is prevention?

Prevention is Essential

Prevention is a protective approach that supports healthy lifestyles and attitudes and reduces substance use in our communities, especially for youth.



Tobacco, alcohol, marijuana, opioids and other drugs turn up the heat. Prevention 'turns down the temperature' for youth and can prevent problems from boiling over, or even starting to simmer.

Every \$1 INVESTED in prevention

SAVES \$10-18 in costs associated with:



8

Root Causes of Youth Substance Misuse

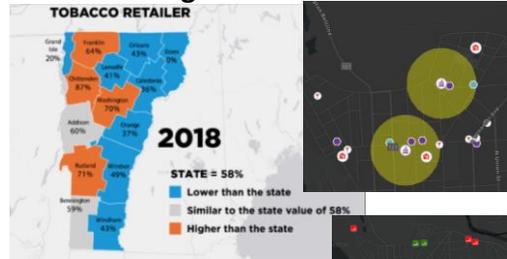


- Community Normalization
- Access and Availability
- Substances in the Community
- Low Perception of Harm by Adults and Youth
- Early Onset of Youth Substance Misuse



9

Visualizing the Retail Environment

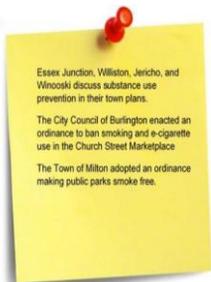


7 schools in Burlington are within 1,000 ft of at least one alcohol retailer.



10

TOOLS FOR MUNICIPALITIES TO PREVENT & REDUCE SUBSTANCE MISUSE AND RELATED HARMS



11

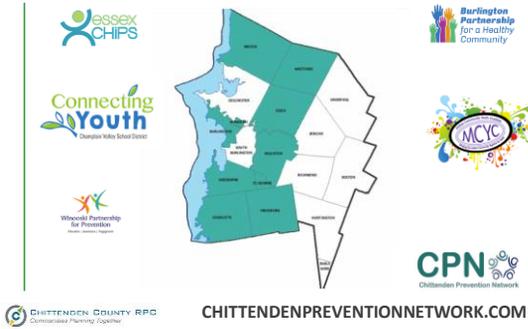
Tools

- Smoke/VAPE Free Ordinances
- Establish density maximums
- Permit retailers in certain districts
- Buffer between places where youth congregate
- Healthy Retailer Practices
 - 'Safe Routes to School'
 - Signage
 - Product Placement



12

Chittenden Prevention Network



A collage of logos for various organizations involved in the Chittenden Prevention Network. The logos include: Essex CHIPS, Connecting Youth (Champlain Valley School District), Whose World Partnership for Prevention, Burlington Partnership for a Healthy Community, MICYC, and CPN (Chittenden Prevention Network). In the center is a map of Chittenden County, Vermont, with its various towns outlined. Below the map is the website address CHITTENDENPREVENTIONNETWORK.COM.

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 PLANNING ADVISORY COMMITTEE - MINUTES
3

4 DATE: Wednesday, March 10, 2021
5 TIME: 2:30 p.m. to 4:00 p.m.
6 PLACE: Virtual Meeting via Zoom with link as published on the agenda
7

Members Present:

Joss Besse, Bolton, Chair
Eric Vorwald, Winooski
Ravi Venkataraman, Richmond
Alex Weinhagen, Hinesburg
Cymone Haiju, Milton
Wayne Howe, CCRPC Representative
Paul Conner, So. Burlington
Darren Schibler, Essex
Owiso Makuku, Essex
Matt Boulanger, Williston
Dean Pierce, Shelburne
Larry Lewack, Charlotte

Katherine Sonnick, Jericho
Sarah Hadd, Colchester (left at 3:32pm)
David White, Burlington (left at 3:20pm)

Staff:

Regina Mahony, Planning Program Manager
Eleni Churchill, Transportation Program Manager
Jason Charest, Senior Transportation Planner
Taylor Newton, Senior Planner
Charlie Baker, Executive Director

8
9
10 **1. Welcome and Introductions**

11 Joss Besse called the meeting to order at 2:34 p.m.
12

13 **2. Approval of February 10, 2021 Minutes**

14
15 Paul Conner made a motion, seconded by Alex Weinhagen, to approve the February 10, 2021 minutes. No further
16 discussion. MOTION PASSED.
17

18 **3. I-89 Study Update & Input**

19 Eleni Churchill and Jason Charest provided an update on the I-89 2050 Study with a focus on design concepts,
20 metrics and results of the Exits 12B, 13 and 14 evaluations. Please go to the [Envision89](#) website for comprehensive
21 information on this study.
22

23 There was quite a bit of discussion of Exit 13 SPDI. Could the land where the former eastbound I-189 lane have the
24 opportunity for redevelopment and/or return to the UVM Eastwoods natural area; or could it be used as a bike path?
25 While it's possible this study won't be able to determine if these areas could be re-purposed. There was a question
26 about how this design would work for folks travelling northbound on 89 and trying to get on to Shelburne Road
27 during pm peak?
28

29 There was quite a bit of discussion on Exit 14 DDI. With the removal of the clover leaf ramps, there could be a
30 potential for redevelopment in those areas. While this study won't go into that level of detail (won't be able to know
31 if VTrans and FHWA would allow for the land to be sold); there was a question about whether that redevelopment
32 potential could be scored in some way in the matrix? It seems like it would be valuable. Jason stated that it may be
33 hard to evaluate that at this stage. He stated that the Board asked to have impervious surface added as an evaluation
34 criteria; which is somewhat related in the sense of impervious surface potentially being removed in this design. There
35 was a suggestion by three members to make the multi-use path in the center of the DDI 20' wide in this design.
36

37 There was another question about whether it's possible to put the pedestrian and bike paths under the ramps at Exit
38 14 to keep them completely separated from the vehicle traffic. Staff will take that question back to the consultant
39 team.
40

41 Eleni and Jason asked the PAC to take a look at the interchange evaluation matrix after the meeting, as there wasn't
42 much time to review these in detail. Staff stated that we are trying to make sure we have this evaluation stage done

1 thoroughly and correctly. Question – has there been any discussion about weighting the evaluation criteria? Some
 2 might be more important than others (for example 1 acre change of impervious surface impact may be a lot less
 3 important than vehicle miles travelled). Right now, every goal and metric is scored equally. Paul Conner suggested,
 4 in that case, maybe there should be a review of the metrics within each goal to make sure that there are equivalent of
 5 bigger and smaller criteria.
 6

7 Eleni explained that there has been a significant amount of outreach, including focus groups with New Americans
 8 and typically underrepresented populations, business community and workshops in South Burlington. By May the
 9 plan is to have a decision on which interchanges to move forward into the I-89 corridor bundles for evaluation.
 10

11 **4. FY22 UPWP Overview**

12 Regina Mahony gave the PAC an overview of the land use projects that were submitted for the FY22 UPWP. Regina
 13 Mahony explained that Staff is working on allocating staff hours in the draft. This will go to the UPWP Committee
 14 for their final review at the end of March.

Regulating Trails and Trail Parking	Bolton
Bolton Land Use and Development Regulation Amendments	Bolton
Zoning Administrator Ticketing Bylaws	Bolton
Transportation Impact Fee Study – Revision & Expansion	Burlington
Planned Unit Development Update (not transportation program eligible)	Jericho
Climate Action Plan, Transportation Component	South Burlington
Planning Technical Assistance	South Burlington

15
 16 **5. Town of Bolton Plan Amendment**

17 The Town of Bolton is considering a Town Plan amendment to their future land use map. See the attached letter from
 18 Staff acknowledging this amendment and indicating that CCRPC’s original plan approval still stands. Question about
 19 allowing more mixed uses, but they are so small lots. And the Town is open to commercial. Lots of steep slope and
 20 streams. Awkward to solve the problem by changing to the zoning district; and set back allowances. Could have been
 21 an overlay.
 22

23 There was some discussion about where exactly the change is proposed for because the two maps submitted are very
 24 similar. Larry Lewack clarified since he was still in Bolton when this first came about. There was also discussion
 25 about changing the rural district to a village district to accommodate small lots. This would allow for mixed uses in
 26 addition to simply accommodating the lot sizes. It may be better to employ an overlay district to simply allow for a
 27 change in setbacks. Larry Lewack stated that they did discuss the fact that more uses would be allowed, but the lots
 28 are so small and there are significant steep slopes so the area really wouldn’t lend itself to commercial.
 29

30 The PAC did not have any objections to the letter as drafted.
 31

32 **6. Members Items Open Forum**

33 Joss Besse asked if any members had any items to discuss with each other.
 34

35 Larry Lewack explained that there were four zoning changes on the ballot: two passed - on farm accessory
 36 businesses, and obsolete bylaw language; and two associated with the East Charlotte village failed. It would have
 37 changed 5 acre to 1 acre zoning in a commercial/village area. Need to foster a community conversation about the
 38 need and benefit of a diversity of housing types. Want to engage in a conversation with CCRPC for assistance in
 39 these conversations. There was some discussion from municipalities with experience in zoning amendments that go
 40 to the voters – Westford used to do that. Alex Weinhagen suggested that ACCD’s new zoning guide could be helpful:
 41 <https://accd.vermont.gov/sites/accdnew/files/documents/CD/CPR/CPR-Z4GN-Guide-Final-web.pdf>
 42 Richmond still does that, and are still working on addressing amendments that failed in 2012. They are trying to front
 43 load the conversations with the public as much as possible.

1
2 Taylor Newton asked if Charlotte ever voted to be a 'rural town' even though it is over 2,500 people? There was
3 some discussion over the statutory authority to vote by Australian ballot when over 2,500.
4

5 **7. Regional Act 250/Section 248 Projects on the Horizon.**

6 Regina asked the PAC to email Regina and Taylor any Act 250/Section 248 updates.
7

8 **8. Other Business**

- 9 a. Permitting Helipads and Airstrips – [Letter](#) from the Vermont Transportation Board to Municipal Manager's
10 and Planning Commissioners. Regina Mahony asked the municipalities if they've seen any of these in their
11 municipalities. Paul Conner: They've only received a question rarely, but the So. Burlington PC does want to
12 address it, as it certainly could happen. Cymone Haiju – there are two locations in Milton now; and the PC
13 does want to take this up. Dean Pierce: Similar boat as South Burlington. Have only heard whispers so far;
14 but it could definitely happen. Darren Schibler asked the PAC about not defining it as a use, and then it
15 would be reviewed as a conditional use, and likely wouldn't pass because it wouldn't be able to meet the
16 criteria. Alex Weinhagen said that likely wouldn't happen in Hinesburg because they have three use types:
17 permitted, conditional and accessory and the accessory uses are very broad. Someone could make the
18 argument that they are an accessory use; and they wouldn't have any standards to judge it against. Regina
19 thanked the PAC for their input.
20 b. Cannabis APA magazine article*
21 c. Chittenden County Housing Convening – Monday, March 29th at 6pm. Agenda will go out soon. Regina
22 Mahony asked the members to let her know if they have any suggestions on the equity topic for this
23 convening.
24 d. Community Wildlife Program at VT Fish and Wildlife is hosting a webinar on Starting Your Town
25 Conservation Fund next Thursday, March 11th at 1:00pm-2:00pm. Registration information is [here](#).
26

27 **9. Adjourn**

28 Meeting adjourned at 4:01pm.

29
30 Respectfully submitted, Regina Mahony
31

Brownfields Advisory Committee
Thursday, March 4, 2021

Meeting Summary
Scheduled Time: 3:00 p.m. – 3:30 p.m.

Held via Zoom: Meeting recording and *various documents referenced below are available for download at:*
<http://www.ccrpcvt.org/our-work/economic-development/brownfields/#advisory-committee>

In Attendance	
Committee Members:	
Curt Carter, GBIC, Chair	Matthew Vaughan, LCBP, Vice-Chair
Katie Kinstedt, Burlington CEDO	Pablo Bose, UVM
Heather Carrington, City of Winooski	
Guests:	
Miranda Lescaze, Champlain Housing Trust	Matt Moore, Evernorth
Joel Ribout, Saint Michaels College	
EPA Brownfields Staff	
Christine Beling	Staff:
	Dan Albrecht, Senior Planner
	Taylor Newton, Senior Planner

1. Call to Order, Introductions and Changes to the Agenda

The meeting was called to order at 3:02 p.m. by Chair Curt Carter.

2. Public comments on items not on the Agenda

Dan Albrecht noted that Katie Kinstedt is now the new representative for the City of Burlington.

3. Review and action on 12/16/19 and 2/18/20 meeting summaries

Dan Albrecht recapped the summaries from these two meetings. *On a motion by Heather Carrington, seconded by Pablo Bose the two meeting summaries with a correction to the 12/16/19 minutes under item #3 to read "Ms. Carrington" rather than "Ms. Harrington" were approved unanimously.*

4. Action on Site Nominations/Assistance Requests

a) Champlain Housing Trust, 10th Cavalry Apartments, Colchester: Vapor Testing at Dupont Hall: Building Materials Testing at Dupont, Hamel and Purtill Hall (price and consultant TBD)

Miranda Lescaze described the proposed redevelopment. CHT is looking to purchase three former dormitories from Saint Michael's College to turn into 60 perpetually affordable housing units. ATC conducted a Phase I ESA and identified the need to conduct Vapor Testing at Dupont Hall. ATC provided an estimate of \$9,500 to do that work. She noted that they have already moved forward with the building material testing on their own so there is no longer a need for CCRPC to help with that. CHT would also like assistance with preparation of a Corrective Action Plan (CAP).

Dan recapped the elements of his staff recommendation. The project scores high due to its location, the availability of existing infrastructure and the high number of housing units and the fact that they will all be perpetually affordable. Dan noted that there are sufficient funds available of about \$15,000 - \$20,000 within the Hazardous Substances contractual category. If approved by the Committee, he would plan to seek bids from a subset of those firms with a 7-to-10 day turnaround. He concluded noting that ATC is not one of CCRPC's six prequalified firms to carry out the work.

Curt noted that ATC is a subcontractor for both Northwest RPC and Southern Windsor County RPC. Dan noted yes, he had checked in with both of them. NRPC is out of funds but SWCRPC does have funds. Curt recommended that we reach out to SWCRPC given that ATC already has a relationship with CHT and the property and it will make things move more efficiently. Dan noted that could be explored but on the other hand he hopes to be able to spend down the existing grant dollars by the grant closure date of 9/30/2021. Matt Moore indicated they have a good relationship with SWCRPC.

Motion made by Matt Vaughan, seconded by Heather Carrington to accept the staff recommendation and support funding the requested Vapor Investigation project with the contingency for staff to first see if another RPC could fund ATC to perform the services. Motion passed unanimously.

Miranda asked if CCRPC could fund a CAP if one was needed. Dan and Curt said that CHT would need to submit a new request given that a firm estimate of cost would be needed. Dan indicated that can also provide funding for environmental professional oversight during asbestos removal or soil management. Dan noted that Christine Beling of EPA just typed in the chat that the grant could be extended).

In response to a question from Matt Moore, Dan said they will hear this spring from EPA on whether CCRPC's grant application for about \$232,000 for Assessment. He also noted that Matt and Miranda should reach out to DEC staff as there is Federal COVID money coming which is earmarked by the Scott Administration for Brownfields cleanup/redevelopment showcase projects.

5. Updates

Taylor Newton introduced himself. He will be helping to staff the Committee. He worked for Northwest RPC and has experience with brownfields grants. Dan noted that he also has a good knowledge of EDA grants and is the point person here helping Westford with redevelopment of the Pigeon property.

Curt welcomed Katie to the Committee

6. The meeting adjourned at 3:34 p.m.

Respectfully submitted by Dan Albrecht