

# REGULAR MEETING AGENDA

Wednesday, July 20, 2022, 6:00 pm

Large Conference Room, CCRPC Offices  
110 West Canal Street, Suite 202, Winooski, VT



## Or by Remote Attendance:

Join Zoom Meeting: <https://us02web.zoom.us/j/89557605177>

One tap mobile: + 13017158592,,89557605177#

Dial in: +1 301 715 8592 Meeting ID: 895 5760 5177

## CONSENT AGENDA –

C.1 Minor TIP Amendment – none

## DELIBERATIVE AGENDA

1. Call to Order; Attendance; Changes to the Agenda (Action; 1 minute)
2. Public Comment Period on Items NOT on the Agenda (Discussion; 5 minutes)
3. Action on Consent Agenda – none (MPO Action if needed; 1 min.)
4. Approve Minutes of June 15, 2022, Meeting \* (Action; 1 min.)
5. FY23-26 Transportation Improvement Program (TIP) \*
  - a. Public Hearing (MPO Action; 15 minutes)
  - b. Action on the TIP (MPO Action; 1 minute)
  - c. Certification of the Planning Process\* (MPO Action; 1 minute)
6. Comprehensive Economic Development Strategy update\* (Discussion; 30 minutes)
7. Board and Committee member review/volunteers\* (Action; 10 minutes)
8. Legislative Priority mid-year review\* (Discussion; 20 minutes)
9. Equity Advisory Committee Update, training sessions (Discussion; 10 minutes)
10. Chair/Executive Director's Updates (Information; 1 min.)
  - a. Expedited TIP amendment
  - b. Broadband CUD process
  - c. Panelope public engagement tool
11. Committee/Liaison Activities & Reports \* (Information; 1 min.)
  - a. [Executive Committee](#) (draft minutes July 6, 2022) \*
    - i. Act 250 Sec 248 letters (none this month)
  - b. [Equity Advisory Committee](#) (draft minutes June 28, 2022) \*
  - c. [Long Range Planning Committee](#) (draft minutes June 14, 2022) \*
  - d. [Planning Advisory Committee](#) (draft minutes June 8, 2022) \*
12. Adjournment (Action; 1 min.)

*\*Attachment*

*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 [emma.vaughn@ccrpcvt.org](mailto:emma.vaughn@ccrpcvt.org), no later than 3 business days prior to the meeting for which services are requested.*

Upcoming Meetings - Unless otherwise noted, all meetings are held primarily virtually:

- Equity Training Workshop – Tuesday, July 26, 5:30pm
- Transportation Advisory Committee – Tuesday, August 2, 2022, 9am
- Clean Water Advisory Committee - Tuesday, August 2, 2022, 11am
- CWAC MS4 Subcommittee - Tuesday, August 2, 2022, ~12:30pm
- Executive Committee – Wednesday, August 3, 2022, 5:45pm
- Long Range Planning Committee - Tuesday, August 9, 2022, 7pm
- Equity Training Workshop – Tuesday, August 30, 5:30pm
- Transportation Advisory Committee – Tuesday, September 6, 2022, 9am
- Clean Water Advisory Committee - Tuesday, September 6, 2022, 11am
- CWAC MS4 Subcommittee - Tuesday, September 6, 2022, ~12:30pm
- Executive Committee – Wednesday, September 7, 2022, 5:45pm
- Planning Advisory Committee – Wednesday, September 14, 2022, 2:30pm
- CCRPC Board Meeting - Wednesday, September 21, 2022, 6:00pm

Tentative future Board agenda items:

August	NO MEETING
September 21, 2022	New member Training prior to meeting Committee appointments, if needed Multi-jurisdictional All Hazards Mitigation Plan Park and Ride Plan Update Active Transportation Plan Update Equity update Town of Bolton Enhanced Energy Plan?
October 19, 2022	New member Training prior to meeting MTP Update

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CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
REGULAR MEETING MINUTES  
**DRAFT**

DATE: Wednesday, June 15, 2022  
TIME: 5:00 PM  
PLACE: Hula, 50 Lakeside Ave., Burlington, VT  
AND REMOTE ATTENDANCE via ZOOM MEETING VIDEO

PRESENT:	Bolton:	Vacant	Buel's Gore:	Garret Mott
	Burlington:	Andy Montroll	Charlotte:	Dana Hanley
	Colchester:	Absent	Essex:	Absent
	Essex Junction:	Dan Kerin		
	Huntington:	Barbara Elliott	Hinesburg:	Absent
	Jericho:	Catherine McMains	Jericho:	Wayne Howe (Alt)
	Milton:	Absent	Richmond:	Absent
	St. George:	Absent	Shelburne:	John Zicconi
	Shelburne:	Jeff Carr (Alt)	So. Burlington:	Chris Shaw
	Underhill:	Absent	Westford:	Absent
	Williston:	Andrew Watts	Winooski:	Mike O'Brien
	Cons/Env.:	Miles Waite	VTrans:	Amy Bell
	VTrans:	Matthew Langham	Bus/Ind:	Absent
	GMT:	Absent	Agriculture:	Absent
	Socio/Econ/Housing:	Absent		
Others:	CCTV, Scott Moody		Jericho Administrator, John Abbott	
	ANR, Karen Bates		VTrans, Michele Boomhower	
	VT Business Roundtable, Seth Bowden		State Rep, Jessica Brumsted	
	Green Mountain Access, Patty Brushett		GBIC, Whitney Coombs	
	Fmr Board Member, Justin Dextradeur		RCAC, Jeff Forward	
	ANR, Maggie Gendron		South Burlington, Marla Keene	
	State Rep, Martin LaLonde		Charlotte Town Planner, Larry Lewack	
	Winooski Mayor, Kristine Lott		State Senator, Ginny Lyons	
	ANR, Julie Moore		Winooski City Council, Bryn Oakleaf	
	VHB, Karen Sentoff		RSG, Jonathan Slason	
	CATMA, Sandy Thibault			
CCRPC Staff:	Charlie Baker, Executive Director		Regina Mahony, Planning Program Mgr.	
	Eleni Churchill, Transp. Program Mgr.		Forest Cohen, Sr. Business Mgr.	
	Amy Irvin Witham, Business Office Mgr.		Christine Forde, Sr. Transp. Planner	
	Dan Albrecht, Senior Planner		Jason Charest, Senior Transp. Planner	
	Marshall Distel, Senior Transp. Planner		Christine Forde, Senior Transp. Planner	
	Chris Dubin, Senior Transp. Planner		Bryan Davis, Senior Transp. Planner	
	Sai Sarepalli, Senior Transp. Planner (via zoom)		Philip Burbidge, Business Office Assoc.	

The 5:30 PM business meeting was preceded by a social hour with CCRPC Board members, staff, municipal managers, and others. The evening also included hors d'oeuvres followed by welcoming remarks, and years of service recognitions.

- 1
- 2 1. Call to order; Attendance; Changes to the Agenda. The meeting was called to order at 5:37 PM by
- 3 the Chair, Catherine McMains. Catherine apologized for missing the in-person gathering. She was
- 4 happy to have the Zoom option available.
- 5
- 6 2. Public Comment Period on Items NOT on the Agenda. There were none.
- 7
- 8 3. Action on Consent Agenda -MPO Action. There were none.
- 9
- 10 4. Approve Minutes of the May 18, 2022, Board Meeting.
- 11 JEFF CARR MADE A MOTION, SECONDED BY DANA HANLEY, TO APPROVE THE MAY 18, 2022, BOARD
- 12 MEETING WITH CORRECTIONS IF ANY. THE MOTION CARRIED UNANIMOUSLY.
- 13
- 14
  - Catherine McMains asked about page 2 line 16, specifically whether the TIP information
  - 15 about an \$8,000 right of way was correct. Christine Forde verified the information was
  - 16 correctly reflected in the minutes.
  - 17
  - Jeff Carr wanted to clarify that when the May meeting began, he was serving as the primary
  - 18 representative for Shelburne; however, John took over as the primary representative when
  - 19 he arrived.
  - 20
- 21 5. Consent Agenda – Transportation Improvement Program (TIP) Amendments
- 22
- 23 Catherine referred members to the memo included in the packet, regarding the following TIP
- 24 Amendments.
- 25
  - **Shelburne Street Roundabout, Project HP085, Amendment FY22-37.**
  - 26 Move \$3,481,580 in construction funds from FY21 to FY22 and FY23 as follows:
  - 27 \$2,812,829 in FY22 for a new total of \$7,494,629; \$861,183 plus an additional \$192,432 for a
  - 28 new total of \$2,617,482.
  - 29
  - **Severance Corners Intersection Project, Project HP110, Amendment FY22-38.**
  - 30 Advance funds from FY23 to FY22 as follows -- \$300,000 for preliminary engineering and
  - 31 \$1,250,000 for right-of-way. \$2,323,409 remains for construction in FY23 and additional
  - 32 funds will be added in FY24.
  - 33
  - **Milton Salt and Sand Shed, Project OT051, Amendment FY22-39**
  - 34 This project was awarded a \$300,000 (federal) Transportation Alternatives award in 2022.
  - 35 Add \$200,000 for design in FY22.
  - 36
  - **Hinesburg Sidewalk Relocation and Crosswalk Improvements, Project BP118, Amendment**
  - 37 **FY22-40****Description of TIP Change:** This project was awarded a \$102,460 (federal)
  - 38 Transportation Alternatives award in 2022. Add \$50,000 for design in FY22
  - 39
- 40 JEFF CARR MADE A MOTION, SECONDED BY DAN KERIN, TO APPROVE THE CONSENT AGENDA ITEMS
- 41 AS PRESENTED IN THE PACKET. THE MOTION CARRIED UNANIMOUSLY WITH MPO MEMBERS.
- 42
- 43 6. Warn Public Hearing for FY23-26 Transportation Improvement Program (TIP)
- 44 JEFF CARR MADE A MOTION, SECONDED BY ANDY MONTROLL, TO WARN A PUBLIC HEARING FOR
- 45 THE FY23-26 TRANSPORTATION IMPROVEMENT PROGRAM AT THE JULY 20 BOARD MEETING
- 46 BEGINNING AT 6:00PM. THE MOTION CARRIED UNANIMOUSLY WITH MPO MEMBERS.
- 47

1  
2 7. Election of Officers and Executive Committee:

3 Catherine McMains reviewed the recommended slate of candidates. She said Mike O'Brien is the  
4 chair of this committee. Catherine asked for any additional nominations from the floor. There were  
5 none. JEFF CARR MADE A MOTION TO CLOSE NOMINATIONS FROM THE FLOOR, SECONDED BY  
6 GARRET MOTT. THE MOTION CARRIED UNANIMOUSLY. CHRIS SHAW MADE A MOTION, SECONDED  
7 BY JEFF CARR, TO APPROVE THE SLATE OF OFFICERS FOR FY23 AS RECOMMENDED BY THE BOARD  
8 DEVELOPMENT COMMITTEE ON APRIL 6, 2022. THE MOTION CARRIED UNANIMOUSLY.  
9

- 10
- Catherine McMains, Chair
  - 11 • Chris Shaw, Vice-Chair
  - 12 • Bard Hill, Secretary/Treasurer
  - 13 • Jacki Murphy, At-Large for Towns over 5000
  - 14 • Michael Bissonnette, At-Large for Towns under 5000
  - 15 • Mike O'Brien, Immediate Past Chair
- 16

17 Jeff Carr thanked Mike Bissonnette for stepping into the Executive Committee role.  
18

19 8. Appointment of CCRPC Member and Alternate to Lamoille Basin Water Quality Council.

20 Catherine reminded members that the Board previously appointed Kate Lalley to the council in the  
21 spring. However, Kate resigned in May and Brad Holden volunteered to step into the role.  
22 Additionally, Sai Sarepalli (CCRPC staff) agreed to serve on the council as an alternate.  
23

24 JEFF CARR MADE A MOTION, SECONDED BY CHRIS SHAW, TO APPROVE THE APPOINTMENTS OF BRAD  
25 HOLDEN AND SAI SAREPALLI, TO THE LAMOILLE BASIN WATER QUALITY COUNCIL. THE MOTION  
26 CARRIED UNANIMOUSLY.  
27

28 9. FY23 Meeting Calendar

29 Catherine referred members to the memo included in the packet. As the memo indicated,  
30 Vermont's Open Meeting Law requires public bodies clearly designate the time and place of all  
31 regular meetings. JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, TO APPROVE THE  
32 FY23 MEETING CALENDAR AS RECOMMENDED IN THE MEMO. THE MOTION CARRIED  
33 UNANIMOUSLY.  
34

35 10. Staff Recognition Resolutions

36 Catherine recognized staff members of the CCRPC for years of service. She explained the meeting  
37 packet included six resolutions honoring CCRPC Staff, as follows:  
38

39 Ten years of service resolutions:

- 40
- Chris Dubin, Senior Transportation Planner
  - 41 • Sai Sarepalli, Senior Transportation Planner
  - 42 • Regina Mahony, Planning Program Manager
- 43

44 Fifteen years of service resolutions

- 45
- Jason Charest, Senior Transportation Planner
  - 46 • Bryan Davis, Senior Transportation Planner
  - 47 • Eleni Churchill, Transportation Program Manager

JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, TO APPROVE THE STAFF RESOLUTIONS FOR YEARS OF SERVICE. THE MOTION CARRIED UNANIMOUSLY.

11. Chair/Executive Director Report

Catherine said the CCRPC is a great place to work; this fact is highlighted by the years of service from the CCRPC Staff. Catherine also wanted to point out the important role Board members have and recognize years of service:

Ten years:

- Josh Besse, Bolton
- Daniel Kerin, Essex Junction
- Barbara Elliott, Huntington
- John Zicconi, Shelburne

Fifteen years:

- Andy Montroll, Burlington
- Catherine McMains, Jericho

Twenty or 21 years:

- Garret Mott, Buel's Gore
- Justin Dextrauder, Socio/Economic/Housing

12. Committee/Liaison Activities & Reports.

The minutes for various committees are included with the packet and as links to the online documents. The Committee minutes include Executive/Finance Committee with Act 250/Section 248 letters, Transportation Advisory Committee, Clean Water Service Provider, Long Range Planning Committee, and the Equity Advisory Committee.

13. Future Agenda Topics. There were none.

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

15. Adjournment. DAN KERIN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO ADJOURN THE MEETING AT 5:45 PM. THE MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Amy Irvin Witham



**Chittenden County Regional Planning Commission**

**July 20, 2022**

**Agenda Item 5a,b: Action Item**

**FY2022-2025 Transportation Improvement Program**

**Issues:**

Federal regulations require the Chittenden County Regional Planning Commission (CCRPC), as the designated Metropolitan Planning Organization (MPO) for Chittenden County, to develop and maintain a Transportation Improvement Program (TIP). The TIP contains funding information for transportation projects proposed to spend federal transportation funds in Chittenden County. Projects must be listed in the TIP to spend federal transportation funds. The TIP includes all modes of transportation including highways, bicycle and pedestrian facilities and transit.

The FY23-26 TIP includes \$428.2 million in federal funds for transportation projects in Chittenden County. Projects funded advance transportation performance goals set by FHWA, VTrans and CCRPC as detailed below.

- Safety - Includes over \$89 million for improvements at 19 High Crash Locations in the county. The TIP also includes over \$14.8 million for separated paths and sidewalk projects that will improve safety for pedestrian and bicyclists.
- Infrastructure Condition - Includes over \$40 million for paving projects and \$32.5 million for bridge preservation projects.
- Transit Reliability - Includes \$68.5 million for transit projects including bus and van replacements, bus facility upgrades and transit services.
- National Highway System Reliability - Includes projects in the categories of intelligent transportation systems and traffic operations that improve the operations of existing infrastructure. It also includes improvements at four interstate interchanges, Exit 12, Exit 14, Exit 16 and Exit 17, to improve access in the vicinity of I-89.

The Draft Fiscal Year 2023–2026 TIP is available at <http://www.ccrpcvt.org/our-work/our-plans/transportation-improvement-program/>.

**Executive  
Committee/TAC/  
Staff**

Hold a Public Hearing on July 20, 2022 on the FY2023–2026 Transportation Improvement Program for Chittenden County.

**Recommendation:**

Approve the Federal Fiscal Year 2023-2026 Transportation Improvement Program for Chittenden County.

**For more  
information  
contact:**

Christine Forde  
846-4490 ext. 113 or [cforde@ccrpcvt.org](mailto:cforde@ccrpcvt.org)



**Chittenden County Regional Planning Commission**

**July 20, 2022**

**Agenda Item 5c: Action Item**

**Transportation Planning Process Certification**

**Background:** Concurrent with the submittal of the proposed Transportation Improvement Program to Federal Highway Administration and Federal Transit Administration the CCRPC must certify that the metropolitan transportation planning process is being carried out in accordance with all federal requirements. The certification, which is attached to this item, lists the federal requirements CCRPC must follow.

To the right of each item in the certification is a brief explanation of the content of that item.

Also attached to this item as Table 1 is a more detailed summary of each legal citation listed in the certification.

**Staff Recommendation:** That the CCRPC Board authorizes the chair to sign the Certification of the Planning Process and forward it to the Secretary of Transportation with the adopted FY2023-2026 TIP.

**For more information contact:** Christine Forde  
846-4490, ext. 113 or [cforde@ccrpvt.org](mailto:cforde@ccrpvt.org)

**Attachments:** Certification document  
Table 1: Federal Regulations that MPOs Must comply with in the Planning Process



CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
TRANSPORTATION PLANNING PROCESS CERTIFICATION  
(To be submitted with each TIP)

In accordance with 23 CFR 450.336, the Vermont Agency of Transportation and the Chittenden County Regional Planning Commission, the designated MPO for the Burlington urbanized area, hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements including:

1. The metropolitan planning requirements identified in 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
3. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 11101(e) of the IIJ Act (Public Law 117-58) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and the regulations found in "Transportation for Individuals with Disabilities" (49 C.F.R. Parts 27, 37, and 38).
7. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

← *Defines the metropolitan planning process.*

← *CCRPC may not discriminate against any person under any program or activity receiving federal financial assistance. Protected categories include race, color, creed, national origin, gender, and age.*

← *CCRPC must ensure nondiscrimination in the award and administration of Department of Transportation (DOT)-assisted contracts and create a level playing field on which Disadvantaged Business Enterprises can compete for DOT-assisted contracts.*

← *Equal employment opportunity requirements for highway construction contracts. CCRPC does not award or oversee construction contracts.*

← *CCRPC may not exclude any qualified handicapped person, solely by reason of his disability, from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance administered by the DOT.*

← *CCRPC may not discriminate on the basis of age in programs and activities receiving Federal financial assistance.*

← *CCRPC may not exclude any person on the grounds of gender from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance.*

← *Pertains to discrimination for programs or activities conducted by any Executive agency.*

**Table 1**  
**Transportation Planning Process Certification:**  
**Federal Regulations that MPOs Must Comply with in the Planning Processes**

**Code of Federal Regulations**

<b>23 C.F.R. Part 230</b>	<b>Implementation of Specific Equal Employment Opportunity Requirements</b> Equal employment opportunity requirements must be included in advertising, award and contract administration procedures for Federal highway construction contracts.
<b>23 C.F.R. 450.336</b>	<b>Self-certification and Federal certifications</b> Concurrent with the submittal of the proposed TIP to the FHWA and FTA the MPO shall certify at least every four years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including all regulations listed in this table.
<b>49 C.F.R. Part 21</b>	<b>Nondiscrimination in Federally-Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964</b> No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Transportation.
<b>49 C.F.R. Part 26</b>	<b>Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs</b> Ensure nondiscrimination in the award and administration of DOT-assisted contracts and create a level playing field on which DBEs can compete for DOT-assisted contracts.
<b>49 C.F.R. Part 27</b>	<b>Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance</b> No otherwise qualified individual with a disability in the United States shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance administered by the Department of Transportation.
<b>49 C.F.R. Part 37</b>	<b>Transportation Services for Individuals with Disabilities</b> Implement the transportation and related provisions of titles II and III of the Americans with Disabilities Act of 1990 including standards for accessible vehicles and transportation facilities.
<b>49 C.F.R. Part 38</b>	<b>Americans with Disabilities Act Accessibility Specifications for Transit Vehicles</b> Provides minimum guidelines and requirements for accessibility standards for transportation vehicles required to be accessible by the Americans with Disabilities Act of 1990.

**Infrastructure Investment and Jobs Act**

<b>Section 11101(e) of IIJA (Public Law 117-58)</b>	<b>Authorization of Appropriations - Disadvantaged Business Enterprise</b> Establishes guidelines for a portion of expenditures under the IIJA to be directed to small business concerns owned and controlled by socially and economically disadvantaged individuals.
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**Table 1 cont.**  
**Transportation Planning Process Certification:**  
**Federal Regulations that MPOs Must Comply With in the Planning Processes**

**United States Code**

**23 U.S.C. 134**

**Metropolitan Planning**

It is in the national interest to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between states and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes.

This section includes the following:

- General requirements
- Designation of Metropolitan Planning Organizations
- Metropolitan Planning Area boundaries
- MPO consultation in plan and TIP coordination
- Scope of planning process
- Development of Long-Range Transportation Plan
- Metropolitan Transportation Improvement Program
- Report on performance-based planning processes
- Funding

**23 U.S.C. 324**

**Prohibition of Discrimination on the Basis of Sex**

No person shall on the ground of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance under this title or carried on under this title.

**29 U.S.C. 794**

**Nondiscrimination Under Federal Grants and Programs**

No otherwise qualified individual with a disability in the United States, shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service.

**42 U.S.C. 6101**

**Age Discrimination in Federally Assisted Programs**

It is the purpose of this chapter to prohibit discrimination on the basis of age in programs and activities receiving Federal financial assistance.

**42 U.S.C. 2000d-1**

**Civil Rights - Federally Assisted Programs**

Each Federal department and agency which is empowered to extend Federal financial assistance to any program or activity, by way of grant, loan, or contract other than of insurance or guaranty, is authorized and directed to effectuate the provisions of section 2000d of this title. (See below)

*Sec. 2000d: No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.*

**Table 1 cont.**  
**Transportation Planning Process Certification:**  
**Federal Regulations that MPOs Must Comply With in the Planning Processes**

**42 U.S.C. 12101 et  
seq**

**Equal Opportunity for Individuals with Disabilities**

To provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities.

To provide clear, strong, consistent, enforceable standards addressing discrimination against individuals with disabilities.

To ensure that the Federal Government plays a central role in enforcing the standards established in this chapter on behalf of individuals with disabilities.

To invoke the sweep of congressional authority, including the power to enforce the fourteenth amendment and regulate commerce, in order to address the major areas of discrimination faced day-to-day by people with disabilities.

**49 U.S.C. 5303**

**Metropolitan Planning**

Defines the Metropolitan Planning process, including the following:

- General requirements
- Designating Metropolitan Planning Organizations
- Metropolitan Planning Area Boundaries
- MPO Consultation in Plan and TIP Coordination
- Scope of the planning process
- Developing Long-Range Transportation Plans
- Metropolitan TIP
- Report on Performance-based Planning Processes

**49 U.S.C. 5332**

**Nondiscrimination**

A person may not be excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance under this chapter because of race, color, creed, national origin, sex, or age.



## **Chittenden County Regional Planning Commission**

**July 20, 2022**

### **Agenda Item 8: Action Item**

#### **FY2023 Regional Board Member & Committee Appointments**

Regional Board Member Appointments per the Bylaws: Article IV.C. "... Regional Board members shall be appointed by the Chittenden County Regional Planning Commission for a term of two years for even numbered fiscal years at the June meeting..."

**Agriculture** – Tom Eaton, **Socio-Economic-Housing:** \_\_\_\_\_, Jesse Bridges (alt.),  
**Industrial/Business:** Tim Baechle, **Whitney Coombs (alt.)**, **Conservation/Environmental:** **Don Meals**,  
Miles Waite (alt.).

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

**Finance Committee** (Secretary/Treasurer, Vice Chair and 1 other board member): Bard Hill, Richmond (Chair); Chris Shaw, So. Burlington; and Jeff Carr, Shelburne

**Board Development Committee** (past Chair and up to 4 other board members): Mike O'Brien, Winooski (Chair); Dan Kerin, Essex Junction; Catherine McMains, Jericho; Jeff Carr, Shelburne; \_\_\_\_\_

**Unified Planning Work Program Committee** (3-5 board members Chris Shaw, So. Burlington (Chair); John Zicconi, Shelburne; Michael Bissonette, Hinesburg; Jacqueline Murphy, Colchester; \_\_\_\_\_.

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

**TAC Interest Group Reps:** Elderly - Bob Henneberger; Bike/Ped - Jonathon Weber; Rail - Mary Anne Michaels; Environmental - Richard Watts; Disabled – Adam **Wechsler**; Business – Sam Andersen

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

**Long Range Planning Committee** (3-6 board members, one of them to be Chair of the LRPC): Max Schindler, Burlington; Abby Bleything, Winooski; Tracey Delphia, Essex; Andy Watts, Williston; Dana Hanley, Charlotte; \_\_\_\_\_.

**Clean Water Advisory Committee:** (1 board member) **Don Meals**; and Tom Eaton as alternate

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

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

**Equity **Advisory Committee**:** Mike O'Brien, Winooski; Jacqueline Murphy, Colchester; Elaine Haney, Essex Jct.; **Justin Rabidoux, South Burlington**; Emma Vaughn, staff; and Bryan Davis, staff.

For questions, contact Charlie Baker, 735-3500 or [cbaker@ccrpcvt.org](mailto:cbaker@ccrpcvt.org).

**DRAFT – Potential Policy Participation Topics for CCRPC Board – July 2022**

This list has been updated and will be discussed at the July Board meeting to prepare for 2023 Legislative session.

	<b>Topic</b> – click on links for more detailed info in this document	<b>ECOS Plan Strategy</b>	<b>ECOS Plan Top 10 Action</b>	<b>Included in FY23 UPWP?</b>	<b>CCRPC Committee</b>	<b>Staff Recommendation</b>
1.	<b>Clean Water (2019 Act 76)</b>	#3 – water quality	#5 – water quality	Yes	CWAC	Clean Water Service Provider (CWSP) start-up work is in progress, including draft guidance. Work on legislative, rule, or guidance changes as needed.
2.	<b>Transportation Bill, VTrans’ Project Selection &amp; Prioritization Processes (VPSP2)</b>	#2 – smart growth	#2 - transportation	Yes	TAC	Staff will monitor this year’s Transportation. Two particular issues we will be monitoring: climate action investments and implementation of the pending transportation equity framework.
3.	<b>Transit Financing</b>	#2 – smart growth	#2 - transportation	Yes	TAC	Staff will present transit finance report to relevant committees and support any efforts to implement in order to decrease pressure on property tax and farebox for local match.
4.	<b>Act 250 Reform &amp; Housing</b>	#2 – smart growth	#1 – land use/smart growth	Yes	ad hoc Act 250, PAC	Staff will continue monitoring and engaging in Act 250 bills; supporting those that are consistent with our board approved positions.
5.	<b>Broadband Deployment throughout Vermont</b>	#1 – economic development	Not specifically included	Yes	PAC	Staff will be looking for any improvements to facilitate broadband investment in Chittenden County.
6.	<b>Climate Change – Global Warming Solutions</b>	#2 – smart growth	#4 – energy planning	Yes	Executive Committee	Staff recommends that CCRPC monitor any bills proposed to implement the Climate Action Plan and Comprehensive Energy Plan. Grant funding is needed to support implementation.
7.	<b>Proposed Changes to PUC Rule 5.100 (19-0855-RULE)</b>	#2 – smart growth	#4 – energy planning	Yes	Executive Committee	Staff recommends that CCRPC continue to monitor and participate in this rulemaking processes, with a particular focus on the issue of preferred sites and natural resource/forest protections.
8.	<b>Cannabis taxation and regulation (Act 164 of 2020)</b>	Not specifically included	Not specifically included	No	PAC	CCRPC will be working with the Planning Advisory Committee on the relevant rule making and municipal zoning as more details are worked out.

						Recommend support of municipal share of excise tax revenue.
9.	<b>Project Specific TIF</b>	#2—smart growth	#1—land use/smart growth	Yes	PAC	Staff recommends that CCRPC monitor and support this bill if it gets traction. <b>Accomplished in 2022.</b>
10.	<b>Equity Related Bills</b>	#8 - equity	Not specifically included	Yes	Executive Committee	Staff recommends that CCRPC implement recommendations of our Equity Assessment Report. We will monitor proposed legislation.
11.	<b>Increased Municipal Self-governance</b>	#7 – government efficiency & finance	Not specifically included	No	Executive Committee	There may be legislation that addresses municipal powers for all municipalities rather than requiring charter changes. Monitor progress.
12.	<b>Open Meeting Law</b>	#7 – government efficiency & finance	Not specifically included	No	Executive Committee	Recommend support of legislation that allows for virtual meetings if desired by the public body.
13.	<b>Rental safety/registry bill</b>	#5—health & safety	Not specifically included	No	PAC	Staff recommends that CCRPC consider supporting this bill if re-considered or amended after Governor veto.
14.	<b>Regional Dispatch Start-up Funding</b>	#5—health & safety; and #7—government efficiency & finance	#6—emergency management	Yes	Executive Committee	Staff recommends that CCRPC look for opportunities for financial support of initial capital costs. <b>Accomplished in 2022.</b>
15.	<b>Planning Funding</b>	#7 – government efficiency & finance	Not specifically included	No	Executive Committee	Monitor and support any efforts to <b>maintain</b> funding for RPCs to carry out recommendations of our ECOS Plan and new programs of the legislature.



## **Chittenden County Regional Planning Commission**

**July 20, 2022**

**Agenda Item 10a: Information Item**

### **Transportation Improvement Program Expedited Amendment**

**Issues:**

VTrans requested an Expedited TIP Amendment for emergency replacement of a corrugated galvanized multi plate pipe on the southbound lanes of I-89 in Richmond at mm 77.403. The southbound lanes are closed, and a crossover has been constructed. Repairs are underway. Details of the TIP change are provided below.

The Expedited Amendment procedures required notification of the TAC and Board a minimum of 24-hours before the amendment is approved to allow Board members to comment to the CCRPC Executive Director. No comments were received in opposition to this amendment and the CCRPC Executive Director approved the amendment on July 1, 2022.

**I-89 Culvert Replacement, Richmond (Project BR067, Amendment FY22-41)** -- The total estimate for preliminary engineering is \$250,000 and for construction is \$15,820,000. VTrans will use a combination of COVID stimulus funds at 100% federal funds and National Highway Preservation Program (NHPP) funds at 90% federal and 10% state. Funds details are provided below:

- Add \$225,000 in NHPP funds in FY22 for preliminary engineering
- Add \$900,000 in COVID stimulus funds for construction in FY22
- Add \$13,428,000 in NHPP funds for construction in FY23. The FY23 funds will be advanced construction funds, and VTrans will ask for the funds through August redistribution if possible. If the funds are awarded, we will need to amend the TIP again in August/September to allow the AC conversion to occur.

**Staff/TAC**

No Action Needed

**Recommendation:**

**For more information  
contact:**

Christine Forde  
cforde@ccrpcvt.org or 846-4490 ext. 113



CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE COMMITTEE MEETING MINUTES  
DRAFT

DATE: Wednesday, July 6, 2022

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM Meeting

PRESENT: Catherine McMains, Chair  
Bard Hill, Secretary/Treasurer

Mike O'Brien, Immediate Past Chair  
Michael Bissonette, at large <5000

ABSENT: Jacki Murphy, at large >5000

Chris Shaw, Vice-Chair

STAFF: Charlie Baker, Executive Director  
Eleni Churchill, Transp. Prog. Mgr.

Regina Mahony, Planning Prog. Mgr.  
Forest Cohen, Senior Business Mgr.

Amy Irvin Witham, Business Office Mgr.

Philip Burbidge, Business Office Assoc.

Bryan Davis, Senior Planner

Emma Vaughn, Communications Mgr.

1. Call to Order, Attendance. The Executive Committee meeting was called to order at 5:47 by the Chair, Catherine McMains. Mike asked about agenda item 5. Charlie explained this was included in the packet as an informational item.

2. Changes to the Agenda, Members items. There were no changes to the agenda or any members' items.

3. Approval of the June 1, 2022, Joint Executive and Finance Committee Meeting Minutes  
MIKE O'BRIEN MADE A MOTION, SECONDED BY MICHAEL BISSONETTE, TO APPROVE THE JUNE 1, 2022, JOINT EXECUTIVE & FINANCE COMMITTEE MINUTES WITH EDITS. MOTION CARRIED UNANIMOUSLY.

Edits:

- Page 4, Line 31: Update the word "projected" to "project"
- Page 4, Line 34: Delete "r" and "Regina"

4. Updating Bank Account Signers and Resolution

Forest explained we needed an update to the authorized signers on the Opportunities Credit Union bank account. He said John Zicconi will be removed and replaced by Bard Hill. The Corporate Authorization Resolution will formalize this.

MIKE O'BRIEN MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE UPDATES TO THE CORPORATE AUTHORIZATION RESOLUTION. MOTION CARRIED UNANIMOUSLY.

5. Act 250 & Section 248 Applications.

a. JAM Golf, LLC; South Burlington; #4C0923-5A, #4C0694-7A motions and correspondence:

Charlie referred members to the information included in the packet. He explained at this time, there is nothing for the Executive Committee to do. The documents were included with the packet to ensure the Executive Committee is aware of what is happening in response to South Burlington residents questioning how the CCRPC interpreted the 2018 Chittenden County Regional ECOS Plan. Charlie said we have engaged with our attorney and reviewed all documents being questioned. Member discussion ensued. Mike stated these

types of zoning decisions ultimately come down to the municipal zoning rules and regulations, not the CCRPC. Mike suggested this fact might need to be added as a statement in our Act 250/248 letters. Charlie reminded members this isn't an issue of the CCRPC being sued, but we could be dragged into an appeal process if it moves in that direction.

6. Legislative Priority check-in:

Charlie referred members to the Policy Participation Topics document included with the packet. He provided a quick review and said there were only a few changes to the list. He explained the list would be shared at the July Board meeting in preparation for the FY23 Legislative session. Charlie stated the following were accomplished during the FY22 session and have been removed:

- Project Specific TIF (Tax Increment Financing)
- Rental safety/registry bill
- Regional Dispatch start-up funding

Mike asked for additional information and clarification of the Regional Dispatch. Charlie said this project is on course to move forward. There are various sources of funding coming through, including Federal, State and monies from the individual towns. Assuming the start-up cost gap is closed, it will be operational approximately one year from now. Charlie asked members for additional items to add to the list. There were none.

7. Equity Advisory Committee Update

Charlie said the committee has discussed expanding the committee. They are working on sending out an invitation to other community members and organizations soon. Emma said we are planning to send the invite out this week and follow up the week after. Charlie said it is always challenging when you are soliciting volunteers for new committees. Charlie reminded members this item will come back to them as a recommendation to the board in terms of who will join the committee.

8. Committee member review/volunteers

Charlie shared the FY2023 Regional Board Member and Committee Appointments memo with members. He explained this will be a discussion item at our upcoming July Board Meeting. He said there is a vacancy on the Socio-Economic Housing with Justin Dextradeur leaving. Additionally, Don Meals is no longer in the Conservation/Environment seat, however, Miles Waite (the alternate) agreed to step up, leaving a vacancy for an alternate.

9. Chair/Executive Director Report

a. Transportation Improvement Program

Charlie said he wanted to give a heads up that the FY23-26 Transportation Improvement Program (TIP) will be on the July Board agenda.

Charlie welcomed and introduced Philip Burbidge, our new Business Office Associate, to members.

10. Draft CCRPC July Board Meeting Agenda

Charlie referred members to the July 16, 2022, Board Meeting agenda included with the packet and reminded everyone the Board will receive the Executive Committee minutes with the documents pertaining to Act 250 & Section 248 JAM Golf, LLC. South Burlington #4C0923-5A, #4C0694-7A motions and correspondence. Emma reminded Charlie to add an update on the Panelope public engagement tool. Charlie agreed it should be on the agenda. He explained this is a tool that helps ensure we are obtaining public input, allows people to share information and opinions.

11. Other Business: There was none.

12. Executive Session: There was none

13. Adjournment: MIKE O'BRIEN MADE A MOTION, SECONDED BY MICHAEL BISSONETTE TO ADJOURN  
THE MEETING AT 6:36 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,  
Amy Irvin Witham

DRAFT

**Minutes (DRAFT)**  
**CCRPC Equity Advisory Committee Meeting**  
**Monday, June 28, 11:00am-12:00pm | Via Zoom**

**Attendees: Mike O'Brien, Elaine Haney (Members); Emma Vaughn, Bryan Davis, Charlie Baker (CCRPC Staff); Sue McCormack (The Creative Discourse Group)**

1. Check-ins

Sue prompted everyone to share about something going on in their lives.

2. Review draft invitation and invite list

Emma gave an overview of the draft invitation language and invite list and asked if anyone had suggestions. Sue suggested reframing the invitation so it establishes the EAC as a new group rather than a continuation of the ELT. The group agreed. The group discussed editing the invitation language to make it clear that this group would not just be looking at reports, but would be helping the CCRPC take actions based on the recommendations in the equity assessment. Elaine noted that Essex adopted a stipend policy and you have to specifically opt out of it. Sue noted that stipends don't guarantee people can keep showing up over time, but they do remove a barrier and make a statement that people's time is valued. Sue noted that it might take multiple follow-ups, personal outreach and more to build out this committee. The group agreed to add language noting that the committee would be "approximately 12 people" and would include a majority of community members. Emma will revise the invitation language accordingly and share with the group by Friday, 7/1.

3. Identify individuals for EAC members/CCRPC staff to contact

The group reviewed the invitation list and made changes. Sue noted that the list should include all summit participants. Charlie suggested removing municipalities and state agencies. The group agreed to focus on organizations that have a broad impact; in organizations, this could be someone who works with various groups and not necessarily the person at a director level. Charlie asked if there are TCDG associates who might be interested, and Sue noted that she and Nadia would talk about it. The group agreed to add their names next to individuals to contact. Emma will make the adjustments discussed and send around a final list by Friday, 7/1.

The group agreed the invitation should go out by Friday, 7/8 and agreed to meet for 30 minutes on Friday, 7/15 at 11:00am to check in about the status of responses.

4. Establish timeline and next steps

Sue noted that the first meeting of the EAC could be a half-day retreat focused on relationship building and to go through recommendations and priorities. The group agreed to likely regroup in early August.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
LONG RANGE PLANNING COMMITTEE - MINUTES

DATE: Tuesday, May 10, 2022  
TIME: 6:00 p.m. to 7:00 p.m.  
PLACE: Virtual Meeting via Zoom with link as published on the agenda

**Members Present:**

Eric Vorwald, PAC Rep from Winooski  
Dana Hanley, Board Rep from Charlotte  
Annie Costandi, CWAC Rep from Essex  
Abby Bleything, Board Rep, Alt. Winooski  
Andrew Watts, Board Rep from Williston

**Staff:**

Regina Mahony, Planning Program Manager  
Melanie Needle, Senior Planner  
Marshall Distel, Senior Transportation Planner  
Jason Charest, Senior Transportation Engineer  
Eleni Churchill, Transportation Program Manager

**1. Welcome and Introductions**

Regina Mahony welcomed everyone at 7:02pm.

**2. Approve May 10, 2022 Minutes**

Eric Vorwald made a motion, seconded by Annie Costandi to approve the May 10, 2022 minutes. No further discussion. MOTION PASSED. Abstain: Andrew Watts

**3. Review the DRAFT Energy & Climate Change Section**

Melanie Needle provided an overview of the Climate Change & Energy section. Melanie Needle reviewed the impacts of climate change.

Climate Comments:

1. Pg. 6 - Two L's in woolly
2. There was a conversation about the PAC comments that this section reads very doom and gloom. Eric and Abby stated that they are okay with how it reads because it is reality.
3. Different term than "leaf peeping".
4. Climate related infectious diseases – West Nile and Eastern Equine Encephalitis are these Chittenden County data points? Clarify in the text. Also these data points say "since 2011" – is that correct?
5. Reference the Climate Action Plan (CAP) throughout the text; we talk about the Comprehensive Energy Plan context but not the CAP.

Energy Comments:

1. Amperage instead of ampage?
2. Energy and terminology – suggest the use of "adaptation" because that is essentially what we are doing. Conveys a "we can do this message."
3. What does "beneficial electrification" mean? Melanie stated that this is a general term that groups electric technologies (EVs, heat pumps, smart grid, etc.). Staff will clarify this in the text.
4. Is this visually the way we are going to present it? It's a big block of text without graphics and spaces. The eyes get tired. Melanie explained that the online version won't have as much text at the front end. Additional text will be in drop down menus if the reader wants to see more. Regina added that there might still be a large pdf with all the text for download; which would ideally be more succinct but we may not get to that..
5. "Region is planning for a major shift away from fossil fuels" – is there an actual more specific plan for this? Melanie stated that there isn't. The suggestion was made to rephrase the sentence so it's clear there isn't another more specific plan somewhere.
6. There was a question about "Currently natural gas prices aren't cost competitive with electricity". Can we quantify this and put actual dollar amounts so folks can understand. In actuality, the cost of electricity is a lot more expensive; and it's unlikely that people are going to switch until it becomes more cost effective. Staff will clarify this and add data on rates.

7. Do we have a map of the electric utility service areas to show how much of the County is covered by which utility (and benefitting from their RES goals). Melanie stated that there is a map and we can link to it in the text.
8. Strategy 2 reference in the yellow highlighted section on page 7 – say “ECOS” Strategy 2 if keeping this text. Even with a new strategy, list “ECOS” so it’s clear.

#### Strategy/Actions Comments:

1. The weatherization goals and renewable energy goals are the state level goals. If we have County level goals, please include them.
2. A.ii. – Metropolitan Transportation Plan (MTP) – build out of EV charging network. Eleni indicated that they will be addressing it in the MTP.
3. A.vi – wide variety of renewable energy types. Work with municipalities to ensure they have the room for transmission and infrastructure needed to support renewable energy generation.
4. All municipalities in the region should have renewable siting standards.

#### Other:

5. As drafted a reader must hunt for the state energy goals down below the key indicators when the energy section starts with “state energy plan goals”. Need to better align this. Also make sure to include the Climate Action Plan goals and the Comprehensive Energy Plan goals.
6. In Energy Overview - Include EAN graphic about how much money leaves the state when we pay for fossil fuels. The graphic actually says its 75%, but the draft text doesn’t say that explicitly. There was also a question about Hydro Quebec and how much energy the state imports from them. The comment about money leaving the state could also be made about money leaving the country even though Hydro Quebec is renewable.
7. Siting policy – would like to see CCRPC exert significant pressure on the all the municipalities to do the enhanced energy plan as there are gaps in the County.
8. Siting v. – “Locate ground-mounted solar generation, and small-scale wind (1 or 2 turbines, up to 50 meters (164 ft.) in Chittenden County’s areas planned for growth, while allowing infill development wherever reasonably practical.” Is this what we want to say? Melanie explained that we did this to keep the load close to the demand. The question was more about the turbines between the areas planned for growth and the rural planning area. Staff stated that we can clarify the purpose of this siting guideline in the text. Staff can also look at the turbine height, though it may be a moot point because the current wind turbine standards are too hard to achieve.

#### **4. Meeting Times**

Regina Mahony explained that we landed on Tuesdays originally, and she recalls Thursdays were the only other option. After starting at 7pm, we moved it up to 6pm. However, now 6pm won’t work on Tuesdays. Regina provided folks with a poll question to try to get a sense of the best time.

Based on the poll results the next meeting is likely set for August 9, 2022 at 7pm, and the topic will be Land Use, Utilities, Infrastructure & Government Finance.

#### **5. Adjourn**

The meeting adjourned at 8:14pm.

Respectfully submitted, Regina Mahony

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
PLANNING ADVISORY COMMITTEE - MINUTES

DATE: Wednesday, June 8, 2022  
TIME: 2:30 p.m. to 4:00 p.m.  
PLACE: Virtual Meeting via Zoom with link as published on the agenda

**Members Present:**

Eric Vorwald, Winooski  
Larry Lewack, Charlotte  
Adele Gravitz, Shelburne  
Darren Schibler, Essex  
Cymone Haiju, Milton  
Meagan Tuttle, Burlington  
Paul Conner, South Burlington  
Alex Weinhausen, Hinesburg

**Staff:**

Regina Mahony, Planning Program Manager  
Taylor Newton, Senior Planner  
Melanie Needle, Senior Planner  
Charlie Baker, Executive Director  
Dan Albrecht, Senior Planner

**Other:**

Laura Lapierre, VT DEC  
Amanda Froeschle, Burlington District Office,  
VT Dept of Health

**1. Welcome and Introductions**

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

**2. Approval of May 11, 2022 Minutes**

Eric Vorwald made a motion, seconded by Paul Conner to approve the May 11, 2022 minutes. No further discussion.  
MOTION PASSED.

**3. Vermont Significant Wetlands Inventory (VSWI) Update**

Laura Lapierre provided an overview of DEC's proposal to update the Vermont Significant Wetlands Inventory (VSWI), generally determine wetland types as Class II, and revise the Vermont Wetland Rules to clarify map update and determination procedures. Ultimately, the intent is to update the wetlands inventory to clarify the location of existing significant wetlands and provide better predictability for landowners. A public comment period is open until July 1, 2022. See [this website](#) for more information, including an [interactive draft VSWI map](#).

As the wetlands office has received more accurate wetlands information from project applications this information has been added to an "advisory" wetlands data layer. This information will now be used to clarify the location of existing wetlands on the VSWI. The wetlands office is also proposing to incorporate unique wetlands like bogs (see slide to the right for more information). The wetlands office has been evaluating them for about 10 years to understand their function. Now they can define them as Class II in the VT Significant Wetlands Inventory, and now add them to the inventory. Also, a consultant has been hired to update the map by watershed based on aerial photos, LIDAR data, machine learning and spot checking. The Winooski Basin will be finished by Dec. 2022, and

## Wetland Determination for Addition to VSWI Map

- a. The wetland is of the same type and threshold size as those mapped on the VSWI maps: i.e.; open water (pond); emergent marsh; shrub swamp; forested swamp; wet meadow; beaver pond or beaver meadow; bog or fen; and greater than 0.5 acres.
- b. The wetland contains dense, persistent non-woody vegetation or woody vegetation, and in either instance is adjacent to a stream, river or open body of water, and is over 2,500 square feet in size.
- c. The wetland is a vernal pool that provides amphibian breeding habitat. Vernal pool is defined in §2.39 of the VWR as: a small wetland in a shallow natural depression that typically fills with water during the spring and/or fall and may dry during the summer. Vernal pools have no permanent inlet stream and no viable populations of fish. Vernal pools are typically sparsely vegetated with herbaceous plants and are shaded by trees from the surrounding upland forest. Many vernal pools provide critical breeding habitat for amphibians.
- d. The wetland is a headwater wetland. Headwater wetland means a naturally occurring wetland that is above 2,500 feet in elevation and contributes to a stream (VWR §2.18).
- e. The wetland contains a species that appears in the Vermont Natural Heritage Inventory (VNHI) database as rare, threatened, endangered or uncommon; or is an exemplary natural community as mapped by VNHI.

Lamoille set for 2023; and Direct to Lake by 2026. Once this information is available they should be able to officially incorporate this data more quickly (within 30 days).

Laura highlighted the municipalities with the most changes. These included the following Chittenden County towns: Charlotte, Essex, Richmond, Shelburne, and Williston. See more in Chittenden County because we see more permit projects here.

Process:



PAC member comment/questions:

1. How does this process match up with the watershed map where some watersheds aren't getting updated until future years? Is this just updating the wetlands you know of now, and the watersheds that have been updated by the contractor? Laura: Yes, then they will update the maps with for the other watersheds when the contractors get those done; but they won't need to do a rule change for those.
2. So in Chittenden County our changes are largely due to the incorporation of the advisory layer, since contractors haven't updated our area yet? Laura: Correct.
3. Alex Weinhagen noted that four wastewater lagoons are on the map as wetlands. Are these the kinds of comments that you are looking for? Laura: For now the focus should be on what's outside of the red outline. For other obvious errors, go ahead and point them out; they may make those edits now or they may wait until the contractors complete the watershed edits.
4. Darren Schibler asked what feedback are you looking for exactly? Laura: Wherever we've added or subtracted from the red polygon – please point out if wrong at a broader scale (not if it is just 10' off). Also, functionally the wetlands are protected already in the rules. So even if landowners want to take a wetland off the map, it doesn't necessarily mean it won't be subject to the rules. Citizen scientist – i-naturalist program is a good idea for engaging the public.
5. Taylor Newton – question about the rule itself: the City of So. Burlington adopted local wetland rules that are sensitive to local context: areas planned for growth v. rural areas. Has the state considered a similar concept? Or at least reduced fees in areas planned for growth? Laura: The buffer zones within the VT state wetland rules are based off various wetland functions and values. So there are limits on adjusting those buffers based on areas planned for growth v. rural without a rule change. Laura added that she understands the Act 20 reform and growth center discussions. They look at projects and project purpose and opportunities for mitigation; and an understanding that there may be less opportunity for mitigation. However, they wouldn't be able to lower buffers without legislative change.
6. Melanie Needle – Which version of the wetlands advisory layer is being incorporated? Laura: The advisory layer dated March 19, 2022 is the version that will be incorporated. They will then sunset the advisory layer so there is only one layer to look at.
7. Once the next watershed gets done they will to get the edits incorporated quickly – 30 day update.

#### 4. CCRPC ECOS Plan Draft Section – Energy & Climate Change

Melanie Needle provided an overview of the draft Energy & Climate Change section for the draft 2023 ECOS Plan. Melanie briefly pointed out the impacts of climate change; and explained that the climate mitigation strategies are in the energy section; and the climate adaptation strategies are in the ecological section and public safety section. Darren Schibler suggested that we also talk about this in the economic section as well. Alex Weinhagen suggested that we better connect to the strategies within this section so what talk about what are going to do about it, rather than just doom and gloom. Adele Gravitz added that it is important to make this more optimistic. What does that look like? Paul Conner stated that there are opportunities (i.e. economic opportunity), and the strategies are the same planning strategies we've been promoting all along (i.e. Strategy 2: smartgrowth). Darren Schibler also stated, channeling Robin, that while we may not have the ability to influence air fuel use, we can encourage more and better rail opportunities. Melanie Needle asked folks to let her know if there are any other suggestions or comments. Regina Mahony stated that there will be new LEAP data as a result of the new state Comprehensive Energy Plan; however, that data isn't available yet and it's too soon to know how that will influence this Plan update.



## 5. Burlington District Office of the Vermont Department of Health

Amanda Froeschle introduced herself and explained how she can help towns with public health work:

- provide health data to help inform healthy community design
- think about conducting an assessment
- provide health supporting language in plans or policies
- conduct Health Impact Assessments
- figure out if there are any populations that would be more or less impacted by a potential project
- Health lens to committees
- identify health priorities
- connect you with resources

Paul Conner thanked Amanda for introducing herself and suggested she'd likely get a lot of asks for data analysis. Alex Weinhausen asked who has incorporated public health in their Comprehensive Plans? Amanda and Melanie stated that the following municipalities have: Jericho, Essex Junction, Jericho, Williston and Winooski. Charlie asked if the VT Department of Health has been incorporating equity into this work? Amanda: Yes, it's foundational to a lot of the work we do now, including from bike lanes, food access, translation services, etc. to ensure everyone has access to the tools for healthy behaviors. For Town Plans they have been integrating a health equity lens and disaggregated data.

## 6. Members Items Open Forum

Dan Albrecht stated that 14 out of 18 All Hazard Mitigation Plan draft annexes have been submitted to the VT Emergency Management for review.

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

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

## 8. Other Business

- a. Legislative Summaries:
  - i. Attached is the Agency of Commerce & Community Development Preliminary Legislative Summary\*. H.606 got vetoed.
  - ii. The [Lake Champlain Chamber wrap-up](#)
  - iii. Coming soon: VPA and VLCT
- b. Significant amount of hazard mitigation funding currently available. See attached email.
- c. Vermont Department of Environmental Conservation has developed a new **Permit Navigator** tool ([dec.vermont.gov/permitnavigator](http://dec.vermont.gov/permitnavigator)) that will replace the old Permit Review Sheets. The Permit Navigator tool assists individuals, businesses, and municipalities in determining what state environmental permits they may need for a given project. The Permit Navigator provides a section to learn about various Agency of Natural Resources permits, including a brief explanation, time to issue the permit, application fee amount, link to the application, program resources, and more. The Permit Navigator produces a downloadable/printable document (Permit Navigator Result) to help anyone through the permitting and planning process and learn about what may be required. The PAC had a discussion about how this means there will no longer be a project review sheet prepared by the state Permit Specialists.
- d. Champlain Housing Trust's CEO Michael Monte and Director of Home Ownership Julie Curtin will be presenting the details of the brand new [Homeownership Equity Program](#) initiative on Zoom at noon on Thursday, June 23<sup>rd</sup>. Register [here](#).
- e. ESRI ArcGIS Urban – Regina Mahony stated that we've previously talked about cost sharing for the match, but CCRPC will be able to cover the match amount.
- f. RPCs are going to start thinking about resources that should be updated on the [www.vpic.info](http://www.vpic.info). Regina Mahony asked the PAC members to let her know if there are any thoughts about what needs updating.

## 9. Adjourn

Meeting adjourned at 3:55pm.

Respectfully submitted, Regina Mahony