

REGULAR MEETING AGENDA

Wednesday, April 19, 2023, 6:00 pm

Large Conference Room, CCRPC Offices

110 West Canal Street, Suite 202, Winooski, VT



Or preferably by Remote Attendance:

Join Zoom Meeting: <https://us02web.zoom.us/j/88929752484>

One tap mobile: + 13052241968,,88929752484#

Dial in: +1 646 876 9923 Meeting ID: 889 2975 2484

CONSENT AGENDA –

C.1 Minor TIP Amendments - Attached*

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. Staff Introductions: Eleni and Christine (Discussion; 6 minutes)
4. Action on Consent Agenda* (MPO Action; 1 minute)
5. Approve Minutes of the March 15, 2023, Board Meeting. (Action; 1 min.)
6. Warn Public Hearing for the FY24 UPWP and Budget for May 17, 2023* (MPO & RPC Action; 20 minutes)
7. Warn Public Hearing for the Metropolitan Transportation Plan for May 17, 2023*(MPO Action; 20 minutes)
8. Burlington International Airport update, Nic Longo. (Discussion; 20 minutes)
9. Equity Update (Discussion; 10 minutes)
10. Chair/Executive Director's Updates (Information; 1 min.)
11. Committee/Liaison Activities & Reports * (Information; 1 min.)
 - a. [Executive Committee](#) ([draft minutes](#) April 5, 2023)*
 - i. Act 250/248 Applications
 - b. [Unified Planning Work Program Committee](#) ([minutes](#) March 29, 2023)*
 - c. [Equity Advisory Committee](#) ([draft minutes](#) March 29, 2023) *
 - d. [Transportation Advisory Committee](#) ([draft minutes](#) April 4, 2023) *
 - e. [Clean Water Advisory Committee](#) ([draft minutes](#) April 4, 2023) *
 - f. [MS4 Sub-Committee](#) ([draft minutes](#) April 4, 2023) *
 - g. [LRPC Energy Sub-committee](#) ([draft minutes](#) March 20, 2023)*
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. *121 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.*

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

- Long Range Planning Committee - Tuesday, April 11, 2023, 7pm
- Planning Advisory Committee – Wednesday, April 12, 2023, 2:30pm
- LRPC Energy Sub-committee – Tuesday, April 18, 2023, 6:30pm
- Equity Advisory Committee – Wednesday, April 26, 2023, 5:00pm
- Transportation Advisory Committee – Tuesday, May 2, 2023, 9am
- Clean Water Advisory Committee - Tuesday, May 2, 2023, 11am
- CWAC MS4 Subcommittee - Tuesday, May 2, 2023, ~12:30pm
- Executive Committee – Wednesday, May 3, 2023, 5:45pm
- CCRPC Board Meeting - Wednesday, May 17, 2023, 6:00pm

Tentative future Board agenda items:

May 17, 2023	FY24 UPWP and Budget Adoption Metropolitan Transportation Plan Public Hearing and Adoption Federal Urbanized Area Approval Equity Update
June 21, 2023, Annual Meeting Maquam Barn & Winery	Election of Officers for FY24 FY24 Meeting Schedule Approval Warn FY24-27 TIP Equity Update
July 19, 2023	FY24-27 TIP (transportation improvement program) Economic Development District intro Enhanced Energy Plan update?? Committee Appointments Equity Update
August	NO MEETING
September 20, 2023	Committee Appointments Equity Update

Other potential topics:

Burlington Airport Master Plan

West Central Vermont Economic Development District MOU.

ECOS Plan

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Chittenden County Regional Planning Commission

April 19, 2023

Agenda Item C.1: Consent Item

Transportation Improvement Program TIP Amendment

Issues:

The changes described below, and shown in Table 1 also provided below, are necessary to make the TIP consistent with the most recent VTrans Transportation Capital Program and current project schedules. The FY2023-2026 TIP has not yet been approved by FHWA so these changes will apply to both the FY2022-2025 TIP, which remains in effect, and the FY2023-2026 TIP.

- **US2 Paving, Bolton-Richmond** (Amendment FY23-16, Project (STP 2924(1)) – Reduce federal funds in FY24 from \$5.2 million to \$3.9 million. This project obligated more funds than was expected in FY22 and the additional funds are not needed.
- **Railyard Enterprise Project, Burlington** (Amendment FY23-17, Project (BREP(3)) – Adjust TIP funding to match the 2024 VTrans Transportation Capital Program. Reduce funding in FY24 from \$1,459,440 to \$1,040,000. Reduce funding in FY25 from \$5,000,000 to \$600,000. Reduce funding in FY26 from \$7,783,680 to \$1,329,000.
- **US7 Paving, Charlotte-South Burlington** (Amendment FY23-18, Project NH PS22(2)) – Reduce funding in FY24 from \$3,464,701 to \$1,000,000. The project has more funds than are needed in FY24. Construction will be substantially complete by the fall of 2023.
- **Prim Road/West Lakeshore Drive Intersection Improvements, Colchester** (Amendment FY23-19, Project STP 5600(20)) – Move \$1,000,000 in construction funds from FY23 to FY24 for a total of \$2,640,000 in FY24. The project is scheduled to begin construction in FY24.
- **VT15 Traffic Signal Replacement, Colchester-Essex** (Amendment FY23-20, Project NHG SGNL(58)) – Add \$50,000 in federal funds for preliminary engineering in FY23 and \$100,000 in federal funds for preliminary engineering in FY24. These funds were included in the TIP in FY22 but were not obligated.
- **Stormwater Retrofit at VT289/VT15, Essex** (Amendment FY23-21, Project NH SWFR(4)) – Add \$100,000 in federal funds for preliminary engineering in FY23 and \$45,944 in federal fund for preliminary engineering in FY24. Funds were included in the cost estimate but were not obligated.
- **VT117/North Williston Road Improvements, Essex** (Amendment FY23-22, Project STP 5400(10)) - Add \$75,000 in federal funds for preliminary engineering in FY23. FY23 also has \$50,000 for right-of-way. Funds were included in the TIP in FY22 but were not obligated.

- ▶ **VT128 Culvert Carrying Alder Brook, Essex** (Amendment FY23-23, Project BM19501) – Transfer \$36,000 from construction to right-of-way in FY23 and move construction funds to FY24. Construction funds are not needed in FY23.
- ▶ **Exit 16 Improvements, Colchester (HES NH 5600(14) Contract 2) and Exit 16 Utility and Drainage Improvements, Colchester (HES NH 5600(14) Contract 1)** (Amendment FY23-24)– Transfer \$1,580,243 from Contract 1 to Contract 2 and add \$178,757. The new totals in FY24 are \$7,759,000 for Contract 2 and \$1,919,757 for Contract 1.
- ▶ **Exit 17 Improvements, Colchester** (Amendment FY23-25, Project NH 028-1(31)) – Transfer \$800,000 in federal funds from construction to preliminary engineering in FY23. Construction funds are not needed in FY23. Move \$1,800,000 for construction from FY23 to FY26. The project also has \$6,000,000 for construction in FY24, and \$16,000,000 for construction in FY25.
- ▶ **Lee River Road Sidewalk, Jericho** (Amendment FY23-26, Project TAP TA1791) – Transfer \$8,000 to preliminary engineering and \$9,946 to right-of-way from construction in FY23. Construction funds are not needed in FY23. Transfer the remaining \$112,054 in construction funds to FY24.
- ▶ **I-89 Exit 12 Improvements Stage 3 DDI Interchange, Williston** (Amendment FY23-27, Project NH 5500(21))– Add \$25,000 in FY23 and \$10,000 in FY24 to advance the scoping and prepare the project to begin preliminary engineering. This project is included in the TIP but funds have not yet been programmed.
- ▶ **US7/Middle Road/Railroad Street, Milton** (Amendment FY23-28, Project STP 5800(3)) – Add \$225,000 in federal funds for preliminary engineering and \$75,000 in federal funds for right-of-way in FY23, and add \$75,000 for right-of-way in FY24. Funds were included in the TIP but were not obligated.
- ▶ **US2 Culvert Rehabilitation, Richmond** (Amendment FY23-29, Project STP CULV(58)) – Add \$50,000 in federal funds for preliminary engineering in FY23, \$30,000 for preliminary engineering and \$16,000 for right-of-way in FY24, and \$21,350 for preliminary engineering and \$16,000 for right-of-way in FY25. This change is a 6% increase in project cost which is defined as a minor amendment.
- ▶ **VT2A/Industrial Avenue/Mountain View, Williston** (Amendment FY23-30, Project STP 5000(17)) – Increase federal funds for right-of-way from \$250,000 to \$950,000 and add preliminary engineering funds that were not previously obligated as follows: add \$85,000 in federal funds for preliminary engineering and \$350,000 in federal funds for right-of-way in FY23, add \$350,000 in federal funds for right-of-way in FY24. This change is a 7.6% increase in project cost which is defined as a minor amendment.
- ▶ **US2 Improvements, Dorset Street to VT116, South Burlington** (Amendment FY23-31, Project NH 5200(22)) – Add \$25,000 in federal funds in FY23 and \$10,000 in federal funds in FY24 for enhanced scoping for this project. Funds will come from Reginal project OT006 Design Scoping Projects. Designating the use of Regional line items is defined as a minor amendment.

- **VT15 Improvements, Weaver Lane to Florida Avenue, Winooski** (Amendment FY23-32, Project NH 5100(15) - Add \$25,000 in federal funds in FY23 and \$10,000 in federal funds in FY24 for enhanced scoping for this project. Funds will come from Regional project OT006 Design Scoping Projects. Designating the use of Regional line items is defined as a minor amendment.

**TAC/Staff
Recommendation:**

Recommend that the TAC approve the proposed TIP Amendments

**For more information
contact:**

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

Table 1 – Proposed April TIP Amendments and Status of Fiscal Constraint

Amendment Number	Project	Increase or Decrease in Federal Funds			
		FY23	FY24	FY25	FY26
FY23-16	US2 Paving, Bolton-Richmond STP 2924(1)		-\$1,235,101		
FY23-17	Railyard Enterprise, Burlington BREP(3)		-\$419,440	-\$4,400,000	-\$6,463,680
FY23-18	US7 Paving Charlotte-So. Burlington, NH PS22(2)		-\$2,464,701		
FY23-19	Prim/West Lakeshore Drive, Colchester STP 5600(20)	-\$1,000,000	\$1,000,000		
FY23-20	VT15 Traffic Signal Replacement, Colchester-Essex NHG SGNL(58)	\$50,000	\$100,000		
FY23-21	Stormwater Retrofit at VT289/VT15, Essex NH SWFR(4)	\$100,000	\$45,944		
FY23-22	VT117/North Williston Rd, Essex STP 5400(10)	\$75,000			
FY23-23	VT128 Culvert Carrying Alder Brook, Essex BM19501	-\$424,000	\$460,000		
FY23-24	Exit 16 Improvements, Colchester HES NH 5600(C2)		\$1,759,000		
FY23-24	Colchester HES NH 5600(C1) - Exit 16 Utility and Drainage Improvements		-\$1,580,243		
FY23-25	Colchester NH 028-1(31) - Exit 17	-\$1,000,000			\$1,800,000
FY23-26	Jericho TAP TA17(1)	-\$112,054	\$112,054		
FY23-27	Williston NH 5500(21) Exit 12 DDI	\$25,000	\$10,000		
FY23-28	Milton STP 5800(3)	\$300,000	\$75,000		
FY23-29	Richmond STP CULV(58)	\$50,000	\$46,000	\$37,350	
FY23-30	Williston STP 5000(17)	\$435,000	\$350,000		
FY23-31	Use of Region Design Scoping funds for US2 Improvements, South Burlington	No change			
FY23-32	Use of Region Design Scoping funds for VT15 Improvements, Winooski	No change			
		-\$1,501,054	-\$1,741,487	-\$4,362,650	-\$4,663,680

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, March 15, 2023
TIME: 6:00 PM
PLACE: CCRPC Offices; 110 West Canal Street, Suite 202; Winooski, VT 05404 and/or
REMOTE ATTENDANCE via ZOOM MEETING VIDEO

PRESENT:	Bolton:	Vacant	Buel's Gore:	Garret Mott
	Burlington:	Andy Montroll	Charlotte:	Deidre Holmes, Alt
	Colchester:	Absent	Essex:	Andy Watts
	Essex Junction:	Dan Kerin	Essex Junction:	Elaine Haney Alt.
	Huntington:	Absent	Hinesburg:	Mike Bissonnette
	Jericho:	Catherine McMains	Milton:	Chuck Wilton
	Richmond:	Bard Hill	St. George:	Absent
	Shelburne:	Jeff Carr, Alt	So. Burlington:	Chris Shaw
	Underhill:	Absent	Westford:	Benjamin Bornstein
	Williston:	Andrew Watts	Winooski:	Mike O'Brien
	Cons/Env.:	Miles Waite	VTrans:	Amy Bell
	FHWA:	Absent	Bus/Ind:	Absent
	GMT:	Absent	Socio-Econ/Housing:	Bruce Wilson
	Agriculture:	Absent		
Others:	CCTV, Scott Moody		Katherine Otto, VTrans	
CCRPC Staff:	Charlie Baker, Executive Director		Taylor Newton, Planning Prgrm Mgr.	
	Forest Cohen, Sr. Business Mgr.		Amy Irvin Witham, Business Office Mgr.	
	Christine Forde, Sr. Transp. Planner		Marshall Distel, Sr. Transp. Planner	
	Dan Albrecht, Senior Planner		Emma Vaughn, Communications Mgr.	
	Darren Schibler, Senior Planner		Bryan Davis, Senior Planner	
	Mckenzie Spear, Business Office Assoc.		Melanie Needle, Senior Planner	

1. Call to order; Attendance; Changes to the Agenda. The meeting was called to order at 6:00 PM by the Chair, Catherine McMains.
2. Public Comment Period on Items NOT on the Agenda. There were none.
3. Staff introductions. Charlie let members know Taylor Newton was running late and introduced CCRPC Senior Planner, Darren Schibler. Darren greeted members. He joined the CCRPC in November 2022 as a full-time planner, but worked at the CCRPC previously, as a GIS intern in 2017. Darren is originally from Santa Clara, California. He has a background in natural resources and graduated with a B.S. from the University of Vermont in 2014. Darren's first planning position was a volunteer role for the Essex Conservation Committee. This turned into a full-time position as a Town Planner for Essex in 2017. Darren focused on development review and worked on housing needs assessment, the enhanced energy plan, urban forestry program, and various merger-related efforts. Chris Shaw asked Darren what projects he is currently working on at the CCRPC. Darren said his main projects have been housing needs assessments in Williston and Hinesburg. Chris asked about build-outs?

1 Darren clarified these initiatives do not include buildout analysis, rather they provide a general
2 estimate of how many homes the towns should try to have built to meet the needs of population
3 growth and various income thresholds (though Williston did create some targets for their HNA).

4
5 Taylor Newton introduced himself to members. He explained he was born in Chittenden County and
6 grew up in Colchester, Vermont. Taylor was recently promoted within the CCRPC from a position as
7 a Senior Planner to the Planning Program Manager in September. Taylor's focus of late has been on
8 housing, the West Central Vermont Comprehensive Economic Development Strategy (CEDS), and
9 learning more about the UPWP and budgeting process at CCRPC.

10
11 Chris asked Taylor how valuable he finds the charette process? Taylor replied that he finds the
12 charette process to be extremely valuable and very important. He said it is a great way for the public
13 to break down into small groups and come up with solid ideas in a short amount of time. The
14 charette offers a focused and condensed way to share information very quickly and for the public to
15 interact directly with the project consultant.

16
17 4. Action on Consent Agenda - TIP Amendment (MPO Business)

18 There was one amendment to the FY23-TIP. The FY2023-2026 TIP has not yet been approved by the
19 FHWA so the change will apply to both the FY2022-2025 TIP (which remains in effect) as well as the
20 FY2023-2026 TIP.

- 21 • **Implementation of Stormwater Best Management practices in Moorings Stream**
22 **Watershed, Colchester. Project OT039, Amendment FY23-15.**
 - 23 ○ Description: Move \$259,200 in Federal funds from FY24 to FY23.
 - 24 ○ Reason: The project was awarded a Transportation Alternatives Programs grant
25 (\$295,000) and a 2021 Municipal Highway Stormwater Mitigation Program Award
26 (\$72,000). The project is scheduled to begin construction in the summer of 2023.

27
28 ANDY MONTROLL MADE A MOTION, SECONDED BY BENJAMIN BORNSTEIN, TO APPROVE THE
29 CONSENT AGENDA. MOTION CARRIED UNANIMOUSLY. *Note: Only municipal representatives and*
30 *VTrans voted on this MPO action item.*

31
32 5. Approve TIP Amendment Consent item Minutes, February 8, 2023 (MPO Business)

33 JEFF CARR MADE A MOTION, SECONDED BY CHRIS SHAW, TO APPROVE THE FEBRUARY 8, 2023,
34 MINUTES OF THE TIP AMENDMENT CONSENT ITEM, WITH EDITS. MOTION CARRIED UNANIMOUSLY.
35 *Note: Only municipal representatives and VTrans voted on this MPO action item.*

- 36
37 • Edit: Chris Shaw noted that South Burlington voted "YES", which counts for 2 votes.

38
39 6. Approve Minutes of the January 18, 2023, Board Meeting

40 JEFF CARR MADE A MOTION, SECONDED BY CHRIS SHAW, TO APPROVE THE JANUARY 18, 2023,
41 BOARD MINUTES, WITH EDITS. MOTION CARRIED WITH ONE ABSTENTION FROM GARRET MOTT.

- 42
43 • Edit page 4, Line 15: for consistency, capitalize RAISE Grant.
 - 44 • Clarification: Ben Bornstein said he wanted to add a clarification point to *Item 8. Active*
45 *Transportation Plan Approval* (page 6, line 43) regarding the Repa Road Trail discussion
46 between himself and Brad Holden. Amy requested Ben send an email with the clarification
47 points and she will update the Final version of the minutes.
- 48

7. Adopt the West Central Vermont Comprehensive Economic Development Strategy

Taylor Newton referred members to the West Central Vermont Comprehensive Economic Development Strategy (CEDS) memo and Resolution included with the packet. Taylor then provided members with an on-screen presentation. The presentation began by reviewing the geographic composition of West Central Vermont (Addison County, Chittenden County, Central Vermont, Rutland County) and work completed to date (Engagement, Economic Profile, SWOT/SOAR, Draft EDD Bylaws, Draft CEDS, Final CEDS).

Taylor reviewed key findings:

- CEDS - Key Findings
 - Due to multiple factors, including geographic size, population, economic base, GDP, personal income, level of education, and infrastructure, West Central Vermont is the most economically impactful region of Vermont.
 - Growth centered in Chittenden County
 - Diversity
 - COVID Response
 - Economic Stability and long-term growth are challenged due to labor shortages.
 - The Region has a high location quotient value for niche manufacturing and value added agricultural products.
 - The West Central Vermont Region is not immune to economic inequity that exists in the rest of Vermont and the country.
 - Investment in Infrastructure in areas planned for growth is a regional priority

Taylor provided an overview of the six key goals of the CEDS and a few example actions under each goal:

- Goals and Actions
 - Attract new workers and expand the labor force
 - Equity
 - Business Development and Job Creation
 - Workforce Development and Employee Retention
 - Infrastructure and Resilience
 - Quality of Life

Taylor explained that after adoption, CCRPC will send the draft CEDS to EDA for approval. CCRPC will close out the existing EDA grant before working with the community partners to determine whether or not the partners should create an Economic Development District (EDD).

Jeff Carr asked what surveys were used for the employment concepts when looking at job changes; specifically what employment survey was used? Taylor replied, in terms of number of jobs per sector, they used American Community Survey (ACS-Census Bureau). Taylor said he will check the economic profile for what was used to gauge this. Jeff feels the way the survey works can potentially skew figures because the statistics are based on where people live versus where people work. Given that so many people work remotely, the location quotients are not true representations. Jeff said he understands this process will ultimately allow us to bring in federal funds. Dan Kerin asked (in response to Jeff's comments) about the impact of employees working from home versus traveling into an office. He wonders how these figures and statistics work with remote options. Jeff said he was not talking about remote work; he was talking about how jobs are counted? He said becomes confusing because we are counting people working remotely even if the company they are working

for is located out of our state. Jeff explained many people who live in Franklin County drive to work for companies located within Chittenden County. Taylor said he will make note of these points for the next CEDS.

JEFF CARR MADE A MOTION, SECONDED BY DAN KERIN, FOR THE CHAIR TO SIGN THE RESOLUTION AND ADOPT THE WEST CENTRAL VERMONT COMPREHENSIVE ECONOMIC DEVELOPMENT PLAN, IN ACCORDANCE WITH THE CEDS RESOLUTION. THE MOTION CARRIED UNANIMOUSLY.

8. Appointment of Energy Sub-committee to Long Range Planning Committee

The Long-Range Planning committee established an energy sub-committee to guide updates to the energy portions of the ECOS Plan. Charlie referred members to the memo included in the packet. The recommended appointees are as follows:

- Jeff Forward, Richmond
- Keith Epstein, South Burlington
- Jim Donovan, Charlotte
- Dan Perkins, Essex
- Henry Bonges, Milton
- Dwight Decoster, Underhill
- Kevin Thorley, Williston

JEFF CARR MADE A MOTION, SECONDED BY GARRET MOTT, FOR THE CHAIR, CATHERINE MCMAINS TO APPOINT THE NOMINEES FOR THE ENERGY SUB-COMMITTEE. MOTION CARRIED UNANIMOUSLY.

9. Charge to Board Development Committee for FY24 Nominations

Catherine McMains charged the Board Development Committee with developing a slate of officers for FY24. Catherine said the current committee is comprised of the following members: Catherine McMains, Dan Kerin, Andy Montroll, Mike O'Brien (Chair), and Jeff Carr. Jeff Carr reminded members this committee plays a very important role within the CCRPC.

10. Equity Update

Charlie provided the update as Anne Nelson was not feeling well. He said our Equity and Engagement Manger, Anne Nelson Stoner, has been working to operationalize the Equity Advisory Committee. The committee is working on a proposed project in the UPWP which will be explained more next month. Charlie said the CCRPC hired two University of Vermont interns, Grace Colbeth and Annika Zimmerman. Annika is working to create the Guide to Community Engagement and Grace is working to create the Residents Guide to the CCRPC. Anne Nelson is reaching out to each municipality see what they need in terms of equity support and to get a sense of what is currently happening with equity within our communities. There is also project level work with equity components going on, like the Winooski Walk-Bike plan.

11. Chair/Executive Director's Updates

a. Annual Meeting

Charlie said the annual meeting was discussed at the last Executive Committee meeting. It was decided it would be held as an in-person event. There are budget considerations and some of the venues may be out of our price range. Emma Vaughn is currently working on

1 setting all of this up will share more details once secured. Charlie asked members to save
2 the date of June 21, 2023, at 5:30 PM for this event.

3 b. Financial Report FY23-Q2

4 Charlie referred members to the Statement of Revenues Over Expense spreadsheet included
5 with the packet and asked members for questions. Jeff Carr stated the budget looked very
6 good. Charlie agreed and pointed out that our net revenue shown on line 112 is at \$0. He
7 reminded members we typically have a better second half of the fiscal year since the first
8 half typically includes more staff taking paid time off for vacations and holidays.

9 c. FY24 UPWP Update

10 Charlie said we are on track and have the third and final meeting scheduled for March 29,
11 2023. There is a draft of the FY24-UPWP coming to the board in April. He explained we are
12 in decent shape in terms of funding and projects. There is more money which equates to
13 more work. The only remaining major concerns are staffing capacity and available dues for
14 regional projects.

15 d. Legislative Update

16 Charlie said there is a lot going on in Montpelier. His attention has been focused on two
17 major things; first, funding for RPC's and conversations about RPC's and various areas where
18 RPC help is needed. We requested an increase in regional planning funding and should see a
19 vote in the House in the next couple of weeks, then this will move through the Senate.
20 Second, the Housing Bill S.100 that Senator Kesha Ram-Hinsdale is working on. We are
21 paying attention to this bill as there are some significant zoning and permit process changes
22 proposed. Charlie is hopeful that something will happen to address the housing crisis.

23
24 12. Committee/Liaison Activities & Reports. Catherine noted that minutes of various committee
25 meetings were included in the board packet and the links to the documents that are posted online.

26
27 13. Adjournment. JEFF CARR MADE A MOTION, SECONDED BY CHRIS SHAW, TO ADJOURN THE BOARD
28 MEETING AT 6:56 PM. MOTION CARRIED UNANIMOUSLY.

29
30 Respectfully submitted,
31 Amy Irvin Witham

Chittenden County Regional Planning Commission

April 19, 2023

Agenda Item 6: Action Item

FY 2024 Unified Planning Work Program & Budget

Background: Each year the CCRPC undertakes the development and implementation of a Unified Planning Work Program (UPWP). The UPWP serves as the annual work plan for local and regional transportation projects and other planning activities in Chittenden County. The Board of Directors of the CCRPC has established a committee process for the development of the UPWP. The UPWP Committee members appointed by the Chair consists of the following members:

Board: Chris Shaw, South Burlington (Chair); John Zicconi, Shelburne; Mike Bissonette, Hinesburg; Jaqueline Murphy, Colchester

PAC: Charles Dillard, Burlington

TAC: Kurt Johnson, Underhill; Barbara Elliott, Huntington

CWAC: David Wheeler, South Burlington; Annie Costandi, Essex

VTrans: Matthew Arancio

FHWA: Chris Jolly

GMT: Chris Damiani

**FY24 UPWP
Requests & Entire
Program:**

The UPWP Committee met in January, February and March to determine how best to allocate funds to develop the FY 24 UPWP. The CCRPC received \$2.175 million in project requests for FY 24 and will be able to fund all the requests for new consultant and partner-funded transportation projects and initiatives.

At their March meeting, the UPWP Committee voted to approve all the project requests received and that included a tentative approval for the Chittenden County SOV Commuter Reduction Program. This project was originally approved as part of the FY23 UPWP. However, after approval, the applicant requested to defer the project to FY24 and switch the match sponsor from UVM to VNR. The UPWP Committee asked the original applicant to send an updated application before the Executive Committee meeting on April 5th. Staff received an application on April 4th that was minimally revised with information that was no longer relevant because of the change in the project sponsor. The Executive Committee discussed this project and voted to remove the project from the FY24 UPWP. For more information, please see the Executive Committee minutes.

Please see the table on the second page indicating the funding categories for the new FY 24 UPWP projects. Note that just over \$400,000 that we dedicate each year for GMT transit planning is not included in the table.

FY 24 UPWP Funding Categories (New Projects/Initiatives)	
Roadway/Misc.	\$340,000
Bike/Ped	\$574,818
Water Quality	\$75,000
TDM	\$510,050
Energy	\$90,477
Other (Tech assist, planBTV: New North End, Equity funding, etc.)	\$585,000
Total	\$2,175,345

The table below indicates the overall FY24 UPWP funding (consultants and CCRPC staff) for specific task areas.

FY 24 UPWP Approx. Funding by Task Area (All Projects/Initiatives)	
Land Use and Development	\$666,351
Transportation	\$6,992,077
Brownfields	\$306,283
Energy and Climate	\$114,948
Water Quality	\$1,004,207
Emergency Management	\$64,403
Health	\$277,090
TOTAL	\$9,424,999

UPWP Committee Recommendation: On March 29th, the UPWP Committee recommended to advance the FY 2024 UPWP to the Executive Committee and Board.

Executive Committee Recommendation: On April 5 the Executive Committee recommended that the Board warn a public hearing for the draft FY 2024 UPWP and Budget at their May 17th meeting.

Staff Recommendation: Staff is asking the Board to warn a public hearing on May 17th at 6:00 pm for the draft FY 2024 UPWP and Budget.

Staff Contact: Charlie Baker, cbaker@ccrpcvt.org or 802-735-3500
Marshall Distel, mdistel@ccrpcvt.org or 802-861-0122



Chittenden County Regional Planning Commission

April 19, 2023

Agenda Item 7: Action Item

2023 Metropolitan Transportation Plan

Background: The CCRPC is updating its Metropolitan Transportation Plan (MTP). The MTP is the primary tool that the CCRPC uses to plan for transportation needs within the metropolitan area and recommend solutions based on anticipated funding availability over a minimum 20-year horizon. Updated every five years, the MTP sets out a vision for the development of the region's transportation infrastructure. It articulates regional goals and objectives; analyzes transportation needs and trends; evaluates future transportation scenarios; develops the MTP scenario that includes transportation investments that will help achieve the vision and goals; and lists transportation projects throughout the county for all modes of transportation.

As mandated by federal regulations, the MTP must both articulate and work towards the region's comprehensive long-range land use plans, development objectives, and overall social, economic, environmental, system performance and energy conservation goals and objectives. It should also be consistent with the State's Long Range Transportation Plan. In addition, the CCRPC is required to engage all relevant stakeholders and the public during the development of the MTP.

TAC Recommendation: At their April 4th meeting, the TAC voted to recommend that the Board warns a Public Hearing for the 2023 MTP on May 17th

LRPC Recommendation: At their April 11th meeting, the LRPC voted to recommend that the Board warns a Public Hearing for the 2023 MTP on May 17th

Staff Recommendation: CCRPC Board warns a Public Hearing for the 2023 MTP on March 17th at 6:00 PM

Staff Contact: Eleni Churchill, 802.861.0117, echurchill@ccrpcvt.org

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
JOINT EXECUTIVE AND FINANCE COMMITTEE MEETING MINUTES
DRAFT

DATE: Wednesday, April 5, 2023

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM

PRESENT:	Catherine McMains, Chair	Chris Shaw, Vice-Chair
	Bard Hill, Secretary/Treasurer	Michael Bissonette, at large <5000
	Mike O'Brien, Past Chair	Jacki Murphy, at large >5000
	Jeff Carr, Finance (left 6:29)	Amy Bell, VTrans (left 6:41)

STAFF:	Charlie Baker, Executive Director	Taylor Newton, Planning Mgr.
	Forest Cohen, Senior Business Mgr.	Eleni Churchill, Transp. Prog. Mgr.
	Mckenzie Spear, Business Office Assoc.	Anne Nelson Stoner, Equity Mgr.
	Emma Vaughn, Communications Mgr.	

1. Call to Order, Attendance. The Executive Committee meeting was called to order by Catherine McMains at 5:46 PM.
2. Changes to the Agenda, Members items. There were none.
3. Approval of the March 1, 2023, Joint Finance and Executive Committee Meeting Minutes
Mike O'Brien MADE A MOTION, SECONDED By CHRIS SHAW, TO APPROVE THE MARCH 1, 2023, JOINT EXECUTIVE AND FINANCE COMMITTEE MINUTES WITH EDITS. MOTION CARRIED UNANIMOUSLY.
4. Draft FY24 UPWP and Budget
 - a. FY24 UPWP Draft* -
Charlie said our funding has been increasing with the infrastructure bill funding. The RPC has approximately 2.2 million dollars' worth of contractual work. Catherine noted that was a lot more than when she was on UPW. Charlie said MPO funding had been raised by about 40%. There is also the annual conversation with Chris Jolley about how much money is available. Charlie said they accumulated funds from VTrans. Carry forward by Amy Bell; this is the amount left over. Catherine questioned, will there be enough staff? Charlie said multiple things are at play, which is doing more for all. He believes there are more projects, and the nature of the projects will also determine this. The intensity of the project will have an effect as well. The 2.2 million is a peak point plus the carry forward amount and will probably level off at some point. There are a lot of large regional projects that are unique. Charlie offered a row-by-row on the spreadsheet if they wanted.

Eleni spoke about item 4. c on the agenda, which is the VNRC application, which the RPC wanted to discuss. They have been struggling with UPM staff. Eleni said this was an application from Richard Watts at UVM for FY23. Richard was asked to defer the project to FY24, but he is no longer working on this. So, there was a reach out to VNRC, as Richard wanted them to be the agent, but there has yet to be a response. Chris Shaw and Michael

1 were there for the meeting. At the second meeting, the application was not rewarded,
2 pending information from Richard Watts and Jack Henson about whether this program may
3 have changed behavior in people. This study mainly gave incentives and issued money to
4 people not to use their private vehicles for six months. They would like to know what
5 happens after six months. Richard attended the third meeting and gave some very initial
6 results. There needs to be a long-term check. The committee then said if we received a
7 revised VNRC application and a commitment to the 20% match, it would be ok if it was
8 included in the program. The RPC asked Richard to work with VNRC for the revision, but it
9 was never revised. They changed the title and added Brian?; everything else was the same,
10 the dates were wrong, and UVM was still listed as the fiscal agent. This program will be
11 challenging if they cannot organize the pertinent information. With staff recommendation,
12 this should not be included in FY24; they can reapply again in FY25 with more details.
13 Catherine said that it made a lot of sense. Mike O'Brien said he was glad to hear all of this.
14 Chris Shaw agreed that this was not complete.

15 CHRIS SHAW MADE A MOTION, SECONDED BY JACKI MURPHY, TO DELETE LINE 64 ON THE
16 UPWP AND BUDGET. MICHEAL BISSONETTE OBSTAINED.

17
18 b. FY24 UPWP Budget Draft

19 Charlie shared an overview of the UPWP. There are a lot of yellow tasks, which is an
20 indication of conversations going on in Montpelier. The budget adjustment act approved the
21 housing navigator and rural assistance program—relatively small dollars to reach out to
22 small towns to help them receive federal funding. The Regional planning grant fund match
23 uses approximately \$100,000 this fiscal year to match MPO dollars. The draft budget was
24 taken down to 35,000 a year. We will have to use extra-regional planning funds to draw
25 down the MPO funds. Federal funds are going up faster than the dues. Charlie also
26 mentioned full formula funds for the regional planning funds. The house appropriations
27 committee recommended an additional 1.5 million statewide; this might turn 150,000 -
28 200,000 in the RPC budget, which is not reflected in the budget draft. This will make the
29 match issue easier.
30

31 In natural resources, another app in EPA has a grant app in energy code and energy efficient
32 block grant, which Charlie believes we will get. Multiple projects are pending for natural
33 resources and energy, so revenue is associated with them. Charlie said in addition to MPO
34 funds going up; the staffing level is in question regarding how the RPC will manage all of
35 this. Charlie said he wanted to discuss raises baked into the budget during the inflationary
36 period. Charlie noted he baked in an 8% salary rate increase, and the other 4% is for a new
37 staff person. Charlie has also been collecting data from other jurisdictions. Charlie shared a
38 screen and how he figured the salary increase based on other towns. The last 12 months'
39 inflation was 6%. Burlington was 18% over four years, with 7% in the first year of their new
40 contract. Some of the increases are with cola, and others are not. Charlie said this does not
41 significantly impact the RPC's bottom line. Charlie said that whatever the billing rate is, that
42 is what is charged.
43

44 Jeff Carr said the reimbursement cost must be reasonable, and we want to retain people
45 over the salary increase. Jeff Carr said they use Northeastern CPI, which covers less than

60% of the household. ECI was used a while back which included benefits. He's trying to understand why we didn't use that to track, and he deferred to the judgment of the executive committee. He's concerned about overstaffing and being sustainable long term. Jeff noted that VTrans is suitable for the RPC, but there is financial overhead; at some point, it will catch up to them and the RPC. He wants to avoid committing to someone and later not substantiate the position. Charlie agreed that Jeff made valid points. Catherine mentioned that she thought it was reasonable. Jericho did a 3% increase in raises and will do 5% in FY24. She also said retirements coming will counteract the staff increase and salary. She also mentioned some of the responses on the staff survey that were concerned about salaries.

Mike O'Brien asked if the 8% increase is at the top, and he's ok with it, but it could be dropped to 7% due to municipalities. He would also like to know how the salaries fit into the ranges of the studies.

Jacki said she was wondering if we are hiring an HR person to overview everything. Jacki agrees that the increase makes sense but is curious if completing the analysis after is putting the cart before the horse. Charlie said he knows there is pressure but ponders if we are keeping up when the RPC does the study. Jacki referred to the study and noted that the staff was concerned about the salary. She also recognizes that there could be a high cost of losing staff and having to retrain. Charlie said they had done very well retaining staff, and the first retirements will be happening in FY25 and more in FY26 and FY27. If things go down, the RPC won't have to replace; if it does well, it can. Jeff Carr noted that salaries would differ among experience. He says we must be intelligent about comparisons; the population has coverage differences. He reiterated his concern about making commitments that we can't keep. However, he does not want to lay anyone off because he has always tried to be thoughtful. Charlie said that is why he is not counting on the 1.5 million. Jeff noted the opportunity from churning is helpful.

Amy Bell spoke about the transportation side of the budget. She wanted to make clear that the RPC is a dedicated recipient of federal funding, and VTrans has no say in the allocations of those funds. As a rule, transportation funds are much more reliable than those allocated through the legislature. There could be federal changes, but they are less volatile than at the general assembly level. Charlie agreed, as well as other committee members. Charlie noted they have yet to set individual salary adjustments.

JEFF CARR MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO FORWARD THE FY24 BUDGET DRAFT. MOTION CARRIED UNANIMOUSLY.

5. ACT 250 & 248 Applications

a. Lake Road Solar, LLC Charlotte; 45-day Notice of Application (#23-0916-AN)

Taylor shared his screen, showing us a map of a 5 megawatts solar facility at the 45-day notice stage in Charlotte. This was revised at the 45-day notice stage approximately a year ago. They had been accessed from the west previously; this is now being accessed from the park and ride in West Charlotte Village. Encore will own the project with a power purchase agreement with Green Mountain Power. In terms of natural resources, there have been a

few flagged. The known constraints are wetlands and endangered species. A few local constraints included wildlife habitat, and the RPC has been asked to work with the town on those constraints. Taylor said that there were no red flags from staff, then asked for any questions.

Chris Shaw asked what impact the installation has. How viable is it to have no fencing, and what impact do we have on that? Taylor said fencing is required; they always are. Whether it has it or not, he believes municipalities may have an impact. Chris Shaw feels it counterintuitive for fencing to be there with wildlife habitats. Catherine said in her experience, she had seen pushback with fencing. Chris Shaw asked if this would be more of a local effort. Taylor confirmed that it would be.

Mike O'Brien asked if this was next to the tracks. Is there a park and ride? Amy Bell said it was not in use. It was previously a train station and is no longer a park and ride and is owned by VTrans. She said they had not seen this one yet. There are no plans to reopen as a park-and-ride. There was vandalism in this area. Eleni noted that this was not a part of their park and ride plan that they had just completed.

MIKE O'BRIEN MADE A MOTION, SECONDED BY JACKI MURPHY, TO APPROVE THE ACT 250 APPLICATION LETTER, AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

b. Barnabas Court, Colchester #4C1351

Taylor shared his screen, showing us a map of a 24 PUD in Colchester. To the south is Bellwood Avenue in Mallets Bay, north to the drive-ins, Church Road to the west, and Prim Road to the east. From a land use perspective, he believes it is a suburban district, and there is water and sewer; there are no issues on the RPC's end. In addition, Taylor noted a transportation analysis, and there are no issues. As well as this being a low-impact project as far as ACT 250.

Jacki wanted to know about Bellwood's neighborhood and groundwater issues. She would like to know about groundwater in this location. Taylor said there are wetlands but buffers on either side. He believes this in the upper part of that neighborhood. He said it is outside the wetlands, and that is what they are looking for. He said it is not served by sewer but by water, fits in the density range, and has no transportation issues.

JACKI MURPHY MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE ACT 250 APPLICATION LETTER, AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

6. Board Development Committee Report

Mike O'Brien says he has talked to a few people about different positions. There is nothing final. It will be done, and we will get together with the board development committee to discuss everything.

7. Equity Update:

Anne Nelson Stoner greeted the members. She spoke about the equity advisory meeting she attended last week to get folks involved in a community network math. The hope is to get more detail as far as marginalized voices. Who works with these people, and what community spaces exist? This falls in with engagement. This created a conversation about equity funds and what the

process would look like handling these funds. The participatory budget came up, and people could talk about that. She has a lot of meetings with different municipalities and what she can do to help and be a resource. She is still working on the mission statement and project equity action plan with thoughts and feedback. Also, the two interns from UVM are still working on guides for engagement and residents' guides to the RPC. She also mentioned she met with some members who would like to participate in the committee.

Chris Shaw thanked Anne Nelson for her work. Like in the SB council, he wondered if they moved around the schools to have meetings in the neighborhoods and if that was an idea for the RPC's future. To familiarize people in our communities and noted great meeting spots in Winooski and Burlington. Anne Nelson said that could be helpful and could help increase participation as she feels that asking for them to come to us creates barriers. How can the RPC go to them and build long-term relationships? That is the goal behind network mapping. Chris Shaw said it could just be a more intimate approach. Chris Shaw said he would like a commitment of 3-4 members.

8. Chair/Executive Director Report

Charlie started with one equity piece; VTrans is finishing up its recommendations for the transportation equity framework; he has been on the advisory committee there and is all going in the same direction as Anne Nelson. They are also asking the same questions the RPC is. The state should be supportive of the work.

Legislation crossover, he mentioned the 1.5 million and wanted to thank you for all the RPC's support, especially the appropriations committee. They are now in 7 appropriations. He is cautiously optimistic.

S-100 housing bill has been voted out of the Senate, and an equity component landed in the House today. VLCT has some concerns, and Mayor Weinberger would like more ACT 250 work there. Charlie says that is a difficult ask now, as the legislative made a pact not to pass ACT 250 this fiscal year and will discuss it in FY24. Charlie said it is trying to reduce the debility nimbs for permitting purposes. This should go through the house committees by the end of April and in a meeting by early May. Charlie believes it will move forward. Some other bills have some traction 30 by 30 or 50 by 50, 30% of the land area of Vermont to be preserved by 2030 and 50% by 2050.

Emma Vaughn wanted to run the possible annual meeting options with everyone. Maquam Barn & Winery in Milton at a rental rate of \$1,000. Also, Sleepy Hollow Inn in Huntington for a rental rate of \$500. Chris Shaw said he has been to Sleepy Hollow, which is rural. He has heard the Maquam is spectacular. Charlie said they did some negotiation in Milton, and they gave a break on the rent. Jacki said Sleepy Hollow does not have an ideal road but could be better at that time of the year. Jacki votes for Maquam as it is easier to get to. Bard said safe, accessible parking is important and felt that we should take the deal if Milton made such a great deal. Catherine agreed with Maquam. Michael Bissonnette said he is okay with either.

9. April Board Meeting draft agenda

Staff introductions with Ann Janda and Melanie Needle, also a warning to the public hearing for UPWP. Charlie wanted to do a review and warning to the public hearing for May. Chris Shaw asked about anything that might happen with the legislator. Charlie said he will spend more time on that. Jacki asked about an update on the airport. Chris said that will still be worthwhile. Charlie said he would make an inquiry. Chris Shaw is curious about what else will go on after a possible name

change. Charlie said the mayor mentioned it Monday. Mike O'brien also inquired about the name change. Bard brought up the noise issues and F35's and wants to know about sound monitoring and he feels as if they don't want to monitor. He feels strongly about having facts that are accessible.

10. Other Business -none

11. Executive Session: Charlie, Forest and Executive committee members moved to Executive session. MIKE O'BRIEN MADE A MOTION, SECONDED BY CHRIS SHAW, TO PROCEED INTO EXECUTIVE SESSION AT 7:15.

12. Adjournment: MADE A MOTION, SECONDED BY, TO ADJOURN THE MEETING AT 7:13 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Mckenzie Spear

April 5, 2023

Encore Renewable Energy
Attn: Phillip D. Foy
phillip@encorerenewableenergy.com
PO Box 1072
Burlington, VT 05402

Re: Lake Road Solar – Charlotte – 45-day Notice of Application (#23-0916-AN)

Dear Mr. Foy,

The Chittenden County Regional Planning Commission (“CCRPC”) is in receipt of the 45-day notice of application submitted by Lake Road Solar, LLC for the construction of a 5 MW solar array to be located on Lake Road in Charlotte, VT. 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 array helps implement this action.

Suitability Policies

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. The *2018 ECOS Plan* recommends the location of renewable energy generation facilities in appropriate locations, as defined by the policies in Strategy 2, Action 4b. Inability to meet these guidelines does not necessarily preclude the ability to develop renewable energy generation development. CCRPC finds that the location of this project meets the following suitability policies of the 2018 ECOS Plan:

1. Locate energy generation proximate to existing distribution and transmission infrastructure with adequate capacity and near areas with high electric load (See Green Mountain Power’s Solar Map and Burlington Electric Department’s Distributed Generation Map). The proposed project is located next to a Green Mountain Power substation in an area of high electric load.
2. Locate ground-mounted solar larger than 15 kW AC...outside of state designated village centers, growth centers, downtowns, new town centers, neighborhood development areas, and historic districts on the State or National Register. The proposed project lies just outside the boundary of Charlotte’s West Village.

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 the following **State known constraints** may be impacted by the project:

- Class 1 and 2 Wetlands: The proposed access road may impact a Class 2 wetland and part of the proposed facility may be located within a Class 2 wetland buffer. CCRPC requests that the wetlands be delineated by a qualified professional and wetland boundaries be shown in the full petition. If wetlands exist on site, the full petition should confirm that no new infrastructure will impact the wetlands unless a permit is received from the Vermont Agency of Natural Resources.
- State-Significant Natural Communities and Rare, Threatened, and Endangered Species: There appears to be a rare plant located on the southeast corner of the site. Please confirm this with the Vermont Fish and Wildlife Department's Natural Heritage Program and provide information on any required avoidance or mitigation in the full petition.

Our review indicates that the following **State possible constraint** may be impacted by the project:

- Agricultural Soils and Hydric Soils: The proposed project appears to be located on primary agricultural soils. CCRPC requests that impacts to the agricultural soils be minimized in accordance with the recommendations of the Vermont Agency of Agriculture, Food, and Markets.

Our review indicates that the following **local possible constraints** may be impacted by this project:

- Wildlife Habitat: Charlotte's Town Plan Map 6 shows "Linkage Habitat or Connecting Corridor" along Pringle Brook and the VT Railway corridor. Fencing on eastern array appears to impact the latter; this could be avoided by locating fencing outside existing vegetation.
- Land in Active Agriculture: The parcel is actively being farmed. Development of the parcel to a solar facility would likely remove the parcel from agricultural production. Please provide more information about how impacts to this constraint may be mitigated in the full petition.

These comments are based on information currently available; we may have additional comments as the process continues. We understand that the project may change between the submittal of the advance notice and the final petition. CCRPC will review the project location again with each new submittal to confirm our findings.

Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

CC: CCRPC Board, Dean Bloch, Town Administrator

April 5, 2023

Kevin Anderson
District Coordinator
111 West Street
Essex Junction, VT 05452

RE: Barnabas Court; Colchester; #4C1351

Dear Mr. Anderson,

The Chittenden County Regional Planning Commission's (CCRPC) Staff and Executive Committee have reviewed the Act 250 application for the above-referenced project located off 203 Belwood Avenue in Colchester, Vermont. The project is described as the development of approximately 17.13 acres of land for a 24-unit planned residential development and construction of infrastructure improvements consisting of 1,597 linear feet of roadways, municipal water main, two onsite stormwater treatment systems, and four shared onsite sewage disposal systems.

The 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*. The 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 authorized for residential development, 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. Although the project is not served by municipal sewer, it is served by municipal water, and the development density is between 1 and 4.5 dwellings per acre, and the design minimizes impacts on natural resources and strategically protects open space (the common land includes a rare sand over clay wetland).
3. The proposed land uses are consistent with the local regulations, as evidenced by the Town of Colchester's approval of the project.

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

The CCRPC has also reviewed the Traffic Impact Analysis (TIA) dated 3/24/2022, and associated supporting documents assembled by Lamoureux & Dickinson Consulting Engineers. Upon its review, the CCRPC does not have any concerns with the proposed development's effects on traffic and concurs with the recommended traffic control safety improvements within the vicinity of the proposed project.

Due to the detailed level of development review in most Chittenden County municipalities, and

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

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

Thank you for the opportunity to comment on the application. Please do not hesitate to contact me at (802) 846-4490 or cbaker@ccrpcvt.org.

Sincerely,

Charlie Baker
Executive Director

CC: CCRPC Board
Certificate of Service

CERTIFICATE OF SERVICE

I hereby certify on this 5th day of April 2023, a copy of the foregoing letter concerning Act 250 Land Use Permit Application #4C1106-5 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.

Allen Brook Development, Inc.
Attn: Alfred Senecal
31 Commerce Avenue
South Burlington, VT 05403
asenecal@omegavt.com

O'Leary Burke Civil Associates
Attn: Bryan Currier
13 Corporate Drive
Essex, VT 05452
bcurrier@olearyburke.com

O'Leary Burke Civil Associates
Attn: Jacob Wechsler
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jwechsler@olearyburke.com

Colchester Selectboard
Rich Paquette, Chair
781 Blakely Road
Colchester, VT 05446
paquette12@comcast.net

Colchester Planning & Zoning
Director Cathaynn LaRose, AICP
781 Blakely Road
Colchester, VT 05446
clarose@colchestervt.gov

Agency of Natural Resources 1
National Life Drive, Davis 2
Montpelier, VT 05620-3901
anr.act250@vermont.gov

FOR YOUR INFORMATION

District #4 Environmental
Commission
Attn: Tom Little, Chair
Monique Gilbert
Parker Riehle
111 West Street
Essex Junction, VT 05452
NRB.Act250Essex@vermont.gov
Nrb.act250agenda@vermont.gov

Colchester Town Clerk
Julie Graeter
781 Blakely Road
Colchester, VT 05446
jgraeter@colchestervt.gov

Vermont Dept. of Public Service 112
State Street, Drawer 20 Montpelier,
VT 05620-2601
barry.murphy@vermont.gov
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Vermont Agency of Ag., Food and
Markets
116 State Street, Drawer 20
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219 N. Main Street
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elizabeth.peebles@vermont.gov

NRCS, District Conservationist
Natural Resources Conservation
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356 Mountain View Drive
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Winooski NRCD Office
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info@winooskinrncd.org

Ethan Tapper, County Forester/FPR
John Gobeille & Andy Wood, ANR-
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111 West Street
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Green Mountain Power Corp.
c/o Josh Castonguay
163 Acorn Lane
Colchester, VT 05446
josh.castonguay@greenmountainpower.com

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

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

ADJOINING LANDOWNERS

Mark & Shayla Zammuto
191 Belwood Avenue
Colchester, VT 05446

Alejandro Del Angel & Danielle F
Dion
223 Belwood Avenue
Colchester, VT 05446

Maya Kareen Moran
247 Belwood Avenue
Colchester, VT 05446

Gregory A & Lisa C Fuller
276 Belwood Avenue
Colchester, VT 05446

Timothy J White
281 Belwood Avenue
Colchester, VT 05446

Jonathan D Levinsky Rev..Trust
Jonathan D & Beth A Levinsky,
Trustees
7 Back Forty Lane
Westford, VT 05494

Andre & Gisele Thibault
95 Rivermount Terrace
Burlington, VT 05408

David W Sr. & Sandra L Peters Life
Estate, David W Peters Jr.
642 Prim Road
Colchester, VT 05446

Andre J & Gisele K Thibault
95 Rivermount Terrace
Burlington, VT 05408

Hauke Building Supply Inc
1127 North Avenue Suite
Burlington, VT 05408

Tracy L & Debra A Lord
50 Caleb Court
Colchester, VT 05446

Linda J Stancil
174 Belwood Avenue
Colchester, VT 05446

Gerlie/Jhammar Cruz
236 Belwood Avenue
Colchester, VT 05446

Antonio Raven
236 Belwood Avenue
Colchester, VT 05446



LOCATION PLAN

N.T.S.

LEGEND

- PROJECT BOUNDARY
- ADJACENT PROPERTY BOUNDARY
- EASEMENT BOUNDARY
- SETBACK
- ZONING DISTRICT BOUNDARY
- LIMITS OF CLASS 2 WETLAND
- LIMITS OF WETLAND 50' BUFFER
- EXISTING CONTOUR LINE (U.S.G.S. DATUM)
- PROPOSED SILT FENCE
- PROPOSED FENCELINE
- EXISTING TREELINE
- PROPOSED TREELINE
- PROPOSED BUILDING
- PROPOSED OPEN SPACE

ZONING INFORMATION

LOT INFORMATION:

ZONED: RESIDENTIAL-3 (R3) - 203 BELWOOD AVE = 0.37 ACRES
RESIDENTIAL-2 (R2) - BARNABAS COURT PLANNED COMMUNITY = 14.82 ACRES
COMMON LAND 'A' = 12.13 ACRES
COMMON LAND 'B' = 1.43 ACRES
COMMON LAND 'C' = 0.17 ACRES
RESIDENTIAL-2 (R2) - PUBLIC RIGHT OF WAY = 1.94 ACRES

DIMENSIONAL REQUIREMENTS:

MINIMUM LOT AREA: 15,000 S.F. CONVENTIONAL
MINIMUM LOT FRONTAGE: 125 FT
MAXIMUM ALLOWED COVERAGE: 30% CONVENTIONAL
PROPOSED COVERAGE: ±2.8 ACRES (±16%)
MAX. PRD DENSITY: 50 UNITS MAX; 24 UNITS PROPOSED.
((16.76 AC. X 43,560 SF/AC.)/15,000 SF/UNIT +
(0.37 AC. X 43,560 SF/AC.)/10,000) = 50.3
OPEN SPACE: 31.0% (±5.31 ACRES - GREEN HATCHED AREA)

SETBACKS:

FRONT: 30 FT CONVENTIONAL / 25' PROPOSED
SIDE: 15 FT CONVENTIONAL / PROPOSED
REAR: 25 FT CONVENTIONAL / PROPOSED

PRD BUFFER: 30 FT PROPOSED (MINIMUM)

NOTES:

- THIS PLAN IS NOT TO BE USED FOR PROPERTY CONVEYANCE PURPOSES. SEE PROPERTY PLAT FOR PROPERTY CONVEYANCE PURPOSES.
- REQUESTED PRD REDUCTIONS:
 - FRONTAGE < 125'
 - LOTS SIZE < 15,000 SF
 - FRONT SETBACK < 30'; 25' PROPOSED
- BASMENT NOTE: DURING CONSTRUCTION OF THE INDIVIDUAL UNITS, THE CONTRACTOR SHALL CONSULT WITH THE DEVELOPER IN REGARD TO THE NEED, IF ANY, FOR BASEMENT WATERPROOFING AND/OR FOOTING DRAINS VIA GRAVITY OR SUMP PUMP DISCHARGE TO DAYLIGHT.

OWNER/APPLICANT

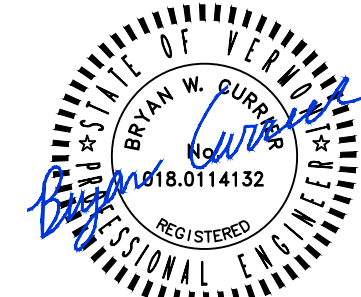
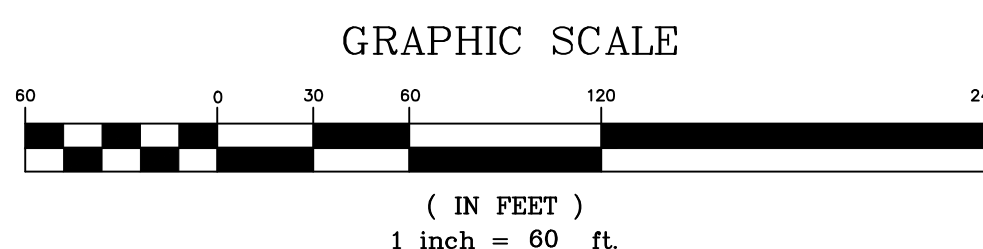
ALLEN BROOK DEVELOPMENT INC.
(C/O AL SENEAL)
31 COMMERCE AVE
SOUTH BURLINGTON, VT 05403

CONSULTANT

O'LEARY-BURKE CIVIL ASSOCIATES, PLLC
13 CORPORATE DRIVE
ESSEX JCT., VT 05452
(802) 878-9990



THE CONTRACTOR SHALL NOTIFY "DIGSAFE" AT 1-888-DIG-SAFE PRIOR TO ANY EXCAVATION.



DATE	1/11/23	REVISION	REVISIONS FOR ACT 250 SUBMISSION	BY	JFW
DATE	12/12/22	REVISION	REVISIONS PER TOWN OF COLCHESTER FINAL PLAT & SITE PLAN APPROVAL	BY	JFW
DATE	11/15/22	REVISION	ADDING PRESUMPTIVE SEWAGE ISOLATION SHIELD	BY	JFW
SURVEY	OBCA				
DESIGN	OBCA				
DRAWN	OBCA				
CHECKED	DWB				
SCALE	1" = 60'				
BARNABAS COURT PLANNED COMMUNITY					
203 BELWOOD AVE COLCHESTER, VT					
O'LEARY-BURKE CIVIL ASSOCIATES, PLLC					
OVERALL PLAN					
1					

FY2024 UPWP Committee - Meeting 3 (Virtual Meeting via Zoom)

March 29, 2023

Members Present:

Michael Bissonnette, Board
Jacki Murphy, Board
Matthew Arancio, VTrans
Katharine Otto, VTrans
Chris Jolly, FHWA
Jacqui DeMent, FHWA
David Wheeler, CWAC
Annie Costandi, CWAC
Barbara Elliott, TAC
Chris Damiani, GMT

Staff:

Bryan Davis, CCRPC
Eleni Churchill, CCRPC
Amy Irvin Witham, CCRPC
Forest Cohen, CCRPC
Marshall Distel, CCRPC
Taylor Newton, CCRPC
Anne Nelson Stoner, CCRPC

Others:

Richard Watts, UVM
Jack Hanson, VNRC
Phoebe Melchinskey, VNRC

1. Welcome & Introductions

Chair, Chris Shaw, was not able to attend the meeting. Marshall Distel opened the meeting shortly after 10:00 a.m.

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

Barbara Elliott made a motion, seconded by Michael Bissonnette, to approve the February 23, 2023 UPWP Committee meeting minutes. The motion carried unanimously.

3. Review of Chittenden County SOV Commuter Reduction Program

Marshall Distel introduced the Chittenden County SOV Commuter Reduction Program proposal and summarized the discussion that took place at the second UPWP Committee meeting about this project. Richard Watts spoke on behalf of the proposal and outlined that he is volunteering his time to work on the project as a strong advocate for sustainable transportation. One of the overarching goals of the proposal would be to encourage people to drive less through the use of financial incentives. This would be the third iteration of this type of project, with the first two rounds focused on targeting UVM employees.

Jack Hanson also spoke on behalf of the proposal and conveyed the results of the previous project iterations. Following the program, participants were surveyed. When

asked if participants would continue commuting to work via car in the future, only 15% said yes, that they would return to driving. Following the request made at the second UPWP Committee meeting that the previous program participants be surveyed again to evaluate their current commuting patterns, Jack detailed the results of the follow up survey. 15 previous program participants were surveyed. 13 out of 15 indicated that they are still driving less today than prior to the start of the program.

Richard stated that VRNC would be sponsoring this proposal and will be submitting a match commitment letter. Richard noted that this project was already approved last year but was delayed due to academic sabbatical.

Chris Jolly asked how much of the project funds would be going towards incentives. Jack detailed how a majority of the project funding would be dedicated towards gift card incentives, with other funding going towards marketing the program and staff time to run the program.

Jacki Murphy asked for clarification about what is being asked of the UPWP Committee with regards to this project. Eleni Churchill clarified that the project had been previously approved, then postponed and now is being brought back to the committee to address some questions about the effectiveness of the proposed program and the potential for a new fiscal agent (VNRC in place of UVM). Eleni stated that without a support letter from VNRC, the project would not be able to be approved.

Jacki brought up the VTrans suggestion that this project be managed by CATMA, given their experience with TDM and providing commuting resources to the public. Eleni stated that CATMA would not be providing the 20% local match. Richard noted that CATMA would still be a project partner.

Michael Bissonnette made a motion, seconded by Jackie Murphy, to approve the addition of the Chittenden County SOV Commuter Reduction Program to the FY 2024 UPWP pending the receipt of a letter of match commitment from VNRC. The motion carried unanimously.

4. Review of Draft FY 2024 UPWP

Eleni walked through changes made since the last committee meeting on the draft FY 2024 UPWP document. Chris brought up the Safety Action Plan mentioned during the previous meeting. Eleni detailed that it was been added to the draft UPWP as task 5.1.4. Chris also mentioned having a Safety Action Plan will enable the CCRPC to be able to apply for a Safe Streets and Roads for All (SS4A) discretionary grant.

Eleni noted some changes to Burlington's proposed Vision Zero Action Plan, which will be narrowed down to focus primarily on bike/pedestrian safety and create an action plan for future improvements. The budget will also be increased by \$15,000 to a total of

\$75,000. There were no committee objections to this change.

Eleni explained that \$71,300 will be added to the Burlington South End TOD project for FY24. This will enable an additional TOD build-out analysis evaluation to be conducted. There were no committee objections to this change.

5. Review breakdown of MPO consultant funding for FY 2019 – FY 2024

Marshall shared some graphics and tables to provide an overview of MPO consultant funding from FY 2019 – FY 2024.

In FY19 and FY20, CCRPC allocated about \$1.25 million for consultant-funded transportation projects. Which increased to \$1.4 million in FY21, \$1.5 million in FY22, \$1.8 million in FY23 and now \$2.2 million in FY24.

Marshall detailed the funding by project category. Funding for TDM and Bike/Ped projects has grown significantly in recent years, while funding for traditional intersection and corridor studies has been making up a significantly smaller share of the available funding. Barbara Elliott mentioned that it would be helpful to include a percent of overall program funding breakdown by project category.

Marshall then described the funding breakdown by regional, municipal and partner projects.

Jackie asked about the partner project questions that were raised during the second committee meeting. Marshall responded that CarShare VT has provided more details about how their request differs from a program like UberEats. NetZero VT was also asked about whether their project funding could be rolled into a program like Go! Vermont. In an email to Marshall, Deb Sachs explained that future funding partnerships are continuing to be explored. Jacki questioned how what is being offered by NetZero VT program fits into our program designed to support planning projects. Chris Jolly detailed some of the flexibility of FHWA planning funds to be used for TDM programs to reduce VMT and to address equity issues and social justice.

6. Recommendation to advance FY 2024 UPWP to the Executive Committee and Board

Jackie Murphy made a motion, seconded by Michael Bissonnette, to advance the FY 2024 UPWP to the Executive Committee and Board. The motion carried unanimously.

The meeting was adjourned shortly before 11:00 a.m.

Respectfully submitted,

Marshall Distel

CCRPC Equity Advisory Committee Meeting

Wednesday, March 29, 5:00-6:30pm | Via Zoom

Participants: Jasim Mudafar, Omar Derzi, Melissa Hietkamp, Elaine Haney, Ahmed Mohamed, Mike O'Brien, Lydia Diamond, Ragab Mohamed (EAC Members); Mona Tolba (Translator & Participant); Anne Nelson Stoner, Emma Vaughn, Bryan Davis (CCRPC Staff)

Agenda and Notes:

1. Welcome, Updates, & Announcements

Anne Nelson welcomed everyone and expressed gratitude for taking the time to join. Lydia shared the "Free Her" event on Saturday, 4/15 at the statehouse in Montpelier to protest the use of state funds to build a women's prison. The People's Kitchen will be providing food. She will be one of the speakers: These funds could be used for preventative projects like housing and childcare.

2. February EAC Meeting Summary

We (1) revisited EAC group agreements, priorities, and workgroups and tasks that fall under each priority; (2) Established regular EAC meetings (the fourth Wednesday of each month from 5:00-6:30pm); and (3) Discussed the project description for Equity Funds to build Civic Infrastructure.

3. Updates from Anne Nelson

Anne Nelson shared that she has:

1. Created a [spreadsheet to track her work](#), which was suggested at the last meeting
2. Continues to meet with community partners and organizations
3. Is still working with two UVM interns on a Resident's Guide and a Community Engagement Guide
4. Has established meetings for each workgroup to begin working on (1) creating an Equity Action Plan, (2) updating the CCRPC Mission Statement, and (3) updating the CCRPC Public Participation Plan. Ahmed shared he is interested in joining the group working on developing an Equity Action Plan.
5. Bryan will be in touch with those who expressed interest in being involved in the Winooski Walk/Bike Plan.

4. Workshop a Chittenden County Equity Network Map using Miro

Anne Nelson created [an online community network map](#) to begin identifying stakeholders within Chittenden County: people and communities who are typically left out of decision-making processes, organizations and groups that work with and represent these communities, and gathering spaces where these communities already gather. Anne Nelson shared her screen and gave a tutorial of how to use Miro, asking participants to review and add their own knowledge to the board. Elaine and Melissa asked if they could share the board with others so they could also contribute to building it out. Anne Nelson said yes.

Suggestions to add to the board include:

1. Winooski Student Partnership: a newly formed, refugee and immigrant led group formed to help provide bus drivers for school. Mona can provide contact information.
2. Ethnic food stores are a great way to reach people.
3. AALV
4. Ali Dieng is a Burlington City Councilor and is well connected with these communities.
5. Parent University, which is run by the Burlington School District, Miriam is a contact. They do Arabic classes and are well connected. <https://www.bsdt.org/our-schools/parent-university/>
6. Janet Munt Family Room <https://www.thefamilyroomvt.org/>
7. HDCC at UVM (health disparities cultural council) and Trusted Community Voices
8. Connecting Cultures
9. Patrick Brown, Greater Burlington Multicultural Resource Center

Anne Nelson will plan to bring this tool to CCRPC staff so that they are aware of these networks and can add their own knowledge. She will also share with municipal contacts and other community partners.

5. **Discuss Project Description for Equity Funds to Build Civic Infrastructure**

Anne Nelson shared the link to [a draft project description](#) that was discussed during last EAC meeting and shared via email for review. She's sensitive to sending wordy documents via email and wonders if there is a better way for people to contribute and participate. She provided a brief summary of the project:

The idea is, instead of asking communities to participate in our projects without supporting theirs, to use \$100,000 of CCRPC's funding (which we receive from the federal government) to support community organizations to enable greater capacity for involvement in CCRPC projects. These funds will be used by community organizations, groups, or businesses in ways that enhance their representation of and engagement with underserved communities. CCRPC staff will attend community events/gatherings hosted by these organizations to establish rapport and build trust with community members. Over time, CCRPC will be able to use these community events/gatherings to listen to community needs and concerns, provide information around CCRPC's work in the region, and gather meaningful feedback on projects. Anne Nelson provided examples, including supporting the People's Kitchen to add a distribution location or time, of the Islamic Society of Vermont to enhance its after-school program for kids.

Ragab asked what we are going to do with the money. Anne Nelson responded that the intent is to make the relationships reciprocal. Mona emphasized the need to support small organizations rather than those that already have a lot of capacity. For example, hire someone from the Somali community as a liaison rather than working through large organizations. Mona and Ragab emphasized the need to compensate people for their time attending meetings and events to share their experience and expertise. Omar added that supporting small businesses is also important.

Anne Nelson shared that we would need to establish a process for how these funds are distributed: Do we have an application process? Lydia responded, explaining that she worked on

distributing information for Public Asset around state budgeting (Funding Vermont Futures) and used a QR code to distribute questions with the reward of a gift card upon completion. She shared that many people lack the knowledge to answer complicated questions, especially around budgeting, emphasizing the need for a simple process that used plain language. If it complicated, people won't apply, like federal programs.

Elaine suggested a participatory budgeting process, sharing [an article from The New Yorker](#). The group was supportive of this idea, as people should have a say in how funds are spent. Anne Nelson posed the question of whether we should come up with options that we present to the public or keep it open? Elaine suggested keeping it as open as possible, using rules/criteria (based on federal funding guidelines) to frame the process, so people can be honest about community needs. Omar affirmed the use of a voting process. Elaine emphasized that if this is our approach, we need to do a thorough job getting the word out, explaining what it is and what is happening so people show up. Ahmed added we could attend/host seasonal events as a way to spread awareness and spark interest. Mona suggested providing an overview of the project and participatory budgeting at the next meeting.

6. Next Steps

Anne Nelson shared that she will send a follow up email with a summary of what was discussed as well as next steps. She also mentioned she would like to do an in person gathering in May, and wonders if people are supportive of this idea and have ideas for locations. Lydia suggested Hula on Lakeside Ave. Others suggested meeting outside somewhere, like at a park.

Action Items:

Anne Nelson will:

1. Send all EAC members a follow up email, including:
 - a. A link to the spreadsheet to track her work
 - b. A link to the Miro Network Map and instructions on how to use
 - c. A link to the project description for equity funds
 - d. Details about the Free Her event Lydia shared
 - e. Workgroup information and meeting dates in case anyone would like to join
2. Follow up with Mona and Jasim to schedule a time to catch Jasim up on EAC work
3. Add Ahmed to the Equity Action Plan workgroup

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE
MINUTES

DATE: Tuesday, April 4, 2023
TIME: 9:00 a.m.
PLACE: Virtual Meeting via Zoom

Members Present

Bryan Osborne, Colchester
Amy Bell, VTrans
Chris Jolly, FHWA
Bob Henneberger, Seniors
Dayton Crites, Burlington
Deirdre Holmes, Charlotte
Adam Wechsler, People with Disability
Bruce Hoar, Williston
Jonathon Weber, Local Motion
Sam Andersen, GBIC
Chris Damiani, GMT
Adam Lawrence, SSTA
Aaron Martin, Essex
Joss Besse, Bolton
Josh Arneson, Richmond

Chris Yuen, Essex Junction
Lisa Schaeffler, Milton
Tom Dipietro, South Burlington
Jon Rauscher, Winooski

Staff

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

Guests

Matthew Arancio, VTrans
Katharine Otto, VTrans

1. Bryan Osborne called the meeting to order at 9:01 AM.

2. Consent Agenda

This update makes the TIP current for the construction season. BRUCE HOAR MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY TOM DIPIETRO. THE MOTION PASSED UNANIMOUSLY.

3. Approval of March 8, 2023 Minutes

SAM ANDERSEN MADE A MOTION TO APPROVE THE MINUTES OF MARCH 8, 2023, SECONDED BY BOB HENNEBERGER. THE MOTION PASSED UNANIMOUSLY.

4. Public Comments

No comments from the public.

5. Review Draft 2023 Metropolitan Transportation Plan

Eleni Churchill, CCRPC, reviewed the latest draft of the 2023 Metropolitan Transportation Plan (MTP), which is available on the [TAC webpage](#). We're accepting comments until May so please share any feedback. The MTP is one of the four key documents we're required to produce as a federally designated metropolitan planning organization (MPO). The TAC helped create the MTP vision and goals. The MTP is fiscally constrained, meaning there must be funds identified for the projects listed in the MTP. Note that 70% of estimated funds (\$1,028.1 million) are allocated for system maintenance, with the remaining 30% (\$440.6 million) are for new modernization and enhancement projects. Sam clarified that the estimated 70% funding amount could be stated as \$1.028 billion. The future land use goal is similar to previous MTPs with a development focus in areas planned for growth, but with a Transit Oriented Development Overlay (TOD) added to the land use map in this MTP to reinforce the need for more dense development around primary transit routes. The regional transportation model was used to evaluate four scenarios, with the preferred scenario being the I-89 2050 Study Scenario which includes a new

interchange at Exit 14, safety improvements at high crash locations, significant transportation demand management (TDM) elements, and more. In FY24 the CCRPC will conduct a scoping study to determine a preferred alternative for the Exit 14 interchange and a Regional TDM study to evaluate the feasibility of the proposed investments. Eleni reviewed some of the modeling results including estimated changes to vehicle miles traveled and greenhouse gas emissions. There are 121 modernization and enhancement projects, including walk/bike improvements, projects in areas planned for growth and at high crash locations, and in areas with underserved populations.

Bryan Osborne asked how the CCRPC will encourage development along the priority transit routes. Eleni said this conversation will start with CCRPC's Planning Advisory Committee (PAC) and will continue with our municipalities. She encouraged TAC members to contribute to the conversation. Bryan asked if we are projecting to have a 90% electric fleet by 2050? Eleni said yes, the non-commercial vehicle fleet is projected to be 90% by 2050 to accomplish the state's and the region's climate goals. Bryan noted that 90% seems aggressive by 2050, there are lots of barriers to address. Bryan asked about the growth analysis for housing, is the current shortage affecting those projections? Eleni said that we used the figures from the 2018 ECOS Plan for the population, employment, and housing projections, which still seemed relevant after a current review, and the Board approved using those figures for the ECOS and MTP update. Charlie said we brought those projections down which seem to align with the current situation. Bryan said that cities/towns, CCRPC and VTrans all have current efforts to monitor traffic volumes, and asked if it is too soon to extract any effects of COVID on traffic volumes? Has there been any data gathered that could be used for future projections? Eleni said yes, the state gathers traffic volumes using permanent stations, so we have those trends and using CATMA's annual survey we can gauge teleworking trends. Eleni says traffic volumes rebounded in some locations after a drastic decrease at the start of pandemic, but not in all locations. We need to do more work to determine the telework trends. When we have more to share about those trends, we'll bring them to the TAC. Bryan asked where the cost estimates for future projects come from, and if they consider the current rate of inflation. Christine said that most projects have cost estimates from previous planning/scoping studies. We accounted for inflation but used the assumption that inflation will level off at some point.

Dierdre asked about the population growth assumptions and whether they included climate migration. Eleni said she is not sure. Charlie said there was no assumption about climate migration, but noted the lack of housing supply is also an issue. The demand for housing might be there, but the supply isn't so it's a somewhat constrained population growth. Bryan asked if most population growth is happening in Chittenden County, meaning that areas outside of Chittenden County are decreasing. Charlie said there was a little bit of statewide population growth in the last census period but most of that growth was in Chittenden County and some other counties in the northwest.

Jonathon asked if there is a time attached to the MTP investments? Eleni said no, there are no times attached to them. We are hoping the upcoming TDM study will help determine which investments should be pursued in the short, medium, and long term. Charlie said the TDM scenario isn't a prediction but is the most aggressive scenario/policy change to reduce VMT and address climate change. Eleni said the TDM study will help identify which elements are feasible and to what degree.

SAM ANDERSEN MADE A MOTION TO RECOMMEND THE BOARD WARN A PUBLIC HEARING AT THEIR APRIL 19 MEETING FOR THE 2023 MTP ON MAY 17, SECONDED BY JONATHON WEBER. THE MOTION PASSED UNANIMOUSLY.

6. Federal Adjusted Urban Area Boundary

Jason Charest, CCRPC, presented the draft Federal Urban Area Boundary Adjustments for Chittenden County. Every 10 years, following the decennial census, Census Urban Area boundaries are established based on census population and household criteria. FHWA then has an adjustment process that considers expansions of the Census Urban Areas to include roadways that exhibit more urban than rural characteristics. The result of this process creates what are known as Federal Urban Area Boundaries.

1 Census-defined urban area is at least 2,000 housing units or 5,000 people. FHWA-defined urbanized area
2 is at least 50,000 people (threshold to create an MPO) and small urban area is 5,000-49,999 people. The
3 2020 Census shows two urban areas: Milton Urban Area and Burlington Urban Area. Jason showed a
4 table with population and housing figures from other populated areas in Vermont as reference. This Urban
5 Area Boundary Adjustment process is important for highway/traffic statistics used in planning, functional
6 classification (urban vs rural), and funding. The Federal Aid System does not include rural minor
7 collectors or local roads. CCRPC staff developed an Adjusted Urban Area Boundary to smooth
8 boundaries based on geographical features. The adjustments do not affect funding tied to population, and
9 the Federal Aid System remains the same. Jason showed a map displaying the proposed Adjusted Urban
10 Area Boundary. Note that if a road forms a border, it is considered urban.

11
12 Amy Bell asked about the Milton Urban Area boundary and clarified that the map shows a proposed
13 connection of the Milton and Burlington Urban Areas. Jason said yes, CCRPC staff decided to connect
14 them and keep that characteristic.

15
16 Chris Yuen asked if there are implications for roadway funding with these changes, and if there are other
17 expected implications. Jason said no. He can't think of an instance over the last 10 years where this kind
18 of adjustment had an impact on a municipality, but in this current review there were a couple of roads in
19 Essex that are on the boundary line as proposed and would likely meet the characteristics of a minor
20 collector, and making that change would make them eligible for federal funds. Chris Jolly concurred with
21 this statement.

22
23 Bruce asked if North Williston Road if emergency funds would come from FHWA since it's on the
24 Federal Aid System rather than FEMA? Chris Jolly said yes, emergency relief funds would come from
25 FWHA. FEMA takes care of roads that are not on the federal aid system. North Williston Road is a major
26 collector so it is on the Federal Aid System regardless of whether or not it is considered urban or rural.

27
28 Adam asked about the roadway colors on the map. Jason said that red lines are freeways, white lines are
29 principle arterials, black lines are minor arterials, gray lines are major collectors, dotted gray lines are
30 minor collectors, and very thin gray lines are local roads which are not on the Federal Aid System.

31
32 Bryan Osborne asked that if local roads aren't on Federal Aid System, and the CCRPC gets federal
33 funding to do projects, how can the organization do projects for roadways not on the Federal Aid System?
34 Chris Jolly said the difference between planning funds and capital construction funds are described in the
35 federal regulations, and there is more flexibility with the planning funds.

36
37 Jason said this is presented as an informational item but if the TAC feels comfortable making a
38 recommendation on the proposed changes, we could take action. Bryan Osborne asked the group for their
39 thoughts and noted that he's fine with the changes as proposed.

40
41 BRUCE HOAR MADE A MOTION THAT THE TAC APPROVE THE FEDERAL URBAN AREA
42 BOUNDARY ADJUSTMENTS AND SEND TO THE BOARD FOR APPROVAL AND SUBMISSION
43 TO VTRANS, SECONDED BY JON RAUSCHER. THE MOTION PASSED UNANIMOUSLY.

44 45 **7. FY24 UPWP Update**

46 Marshall Distel, CCRPC, provided an update on the development of the draft FY24 Unified Planning
47 Work Program (UPWP), which is included in the TAC meeting packet. The UPWP is the CCRPC's work
48 plan and budget for the next fiscal year, and is a required document for CCRPC as a federally designated
49 MPO. The UPWP Committee met three times to review the proposed projects, in addition to an eligibility
50 review with FHWA and VTrans. Marshall shared UPWP funding allocations in previous years for
51 reference and described different project types for each of the categories (i.e., roadway, bike/ped, water
52 quality, TDM, energy, other). He also shared graphs showing allocations by municipality and partner
53 organizations. Sam asked about the request from UVM, and Marshall noted it is a project to develop a
54 new data dashboard for tracking household level changes in vehicle miles traveled (VMT), greenhouse

gas emissions (GHGs) and vehicle fleet characteristics (e.g., fuel economy, fuel type, EVs, etc.) across Chittenden County.

Jonathon asked if we are taking advantage of all the available funding, and if we have predictions for future funding. Marshall said we had a backlog of available funding and have worked our way through them. Charlie noted the federal infrastructure bill increased our funding and we're in the middle of spending those dollars, as well as other accumulated funds, so this is a unique time for us. Chris Jolly said the additional federal funding will carry through FY26 so planning funding jumps for the next couple of years. There was also an increase in FTA (Federal Transit Administration) funding. Amy asked if CCRPC is able to match all of those dollars. Charlie said we have been raising municipal dues which allows us to match federal dollars. In addition, we are also using some state and regional funds to help match federal funds, so we're using more than just municipal dues as match to draw down federal planning funds. Marshall notes that we also have to be mindful of staff capacity to manage projects in addition to available funding.

The FY24 UPWP is an information item for today but we'll be back next month to ask the TAC for a recommendation to the Board.

8. Status of Projects and Subcommittee Reports

See bulleted list at the end of the agenda for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these ongoing or recently completed projects.

9. CCRPC Board Meeting Report

In March the Board voted to adopt the West Central Vermont Comprehensive Economic Development Strategy, voted to appoint members to the Energy Subcommittee of the Long Range Planning Committee, and heard updates on CCRPC equity work, annual meeting planning, financial reports, FY24 work plan development, and legislative updates. Chair McMains charged the Board Development Committee with developing a slate of officers for FY24.

10. Chair/Members' Items

- **VT Bond Bank's Capital Planning Forum:** An in-person event for governmental units of all sizes and associated professionals to explore Vermont specific best practices in capital planning. April 13, 9 am-4 pm, Barre, VT. Free but space is limited. [Details and registration here.](#)

Sam said she's noticed yield signs on I-89 ramps are gone, is that a federal decision or local decision? Chris Jolly said VTrans is responsible for the signage which must conform to the MUTCD (manual on uniform traffic control devices), and he will look into it. Exit 17 southbound seems to be an area with a lot of issues.

The next TAC meeting is scheduled for Tuesday, May 2, 2023.

BRUCE HOAR MOVED TO ADJOURN, SECONDED BY AMY BELL, THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 10:22.

Respectfully submitted, Bryan Davis

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

DATE: Tuesday, April 4, 2023
SCHEDULED TIME: 11 a.m. to 12:15 p.m.
PLACE: In-person @ CCRPC office and online via Zoom
DOCUMENTS: Minutes, documents, and presentations discussed accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance (all online unless otherwise noted)		
Bolton: Joss Besse	Hinesburg: Merrily Lovell	St. George:
Buels Gore: Brendan O'Brien	Huntington: Darlene Palola	Underhill:
Burlington:	Jericho: Tom Joslin	Westford:
Charlotte: Alex Dobbs	Milton: Lisa Schaeffler, Mariia Hatseliuk (11:28)	Williston: Christine Dougherty
Colchester: Karen Adams, Brett McCreary	Richmond:	Winooski: Ryan Lambert
Essex: Annie Costandi, Chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan (11:40)
Essex Junction:	South Burlington: Dave Wheeler, Marisa Rorabaugh	VANR:
BTV Airport: Catie Calabrese	University of VT: Lani Ravin	CCRPC Board:
Friends of the Winooski River:	Lewis Creek Assoc:	Winooski NRCD:
Other Attendees: Dean Pierce (Basin 7 CWSP), Brian Voigt (Basin 8 CWSP); Ethan Tapper, FPR; DEC/LC Sea Grant: Jill Sarazen, Karen Bates, DEC		
CCRPC Staff: Dan Albrecht (at CCRPC office), Darren Schibler		

- 1. Call to Order.** Chair, Annie Costandi called the meeting to order at 11:02 a.m.
- 2. Changes to the Agenda and public comments on items not on the agenda** No changes.
- 3. Review and action on draft minutes of February 7, 2023.** After a brief recap by Albrecht, *Wheeler made a motion, seconded by Adams to approve the minutes as drafted. All in favor (Ravin abstained). MOTION PASSED.*
- 4. Forest Management in Chittenden County & Water Quality, Ethan Tapper, FPR**

Tapper provided a presentation on how forest management impacts water quality. VT's county foresters are primarily responsible for supporting forest management on private land through direct service as well as overseeing the Use Value Appraisal ("UVA" or "Current Use") program, a tax abatement. County foresters also help manage municipal forests within their jurisdiction, depending on capacity and need. Finally, county foresters conduct education and outreach on responsible forest management and the values of forests to society.

Tapper noted that Vermont is about 74% forested, about 78% of which is privately owned, and a large majority is actively managed. However, VT's forest land is slowly being converted to non-forest uses. Most forestry work in the state is done by private consulting foresters, who develop management plans and supervise loggers in which trees get cut.

Tapper described the value that forests provide to water quality. This is done by living trees, which attenuate rainfall and physically protect soils from erosion. Forests also store water as part of organic carbon (in standing / dead wood and soil), which is important to mitigating climate change. Tapper also noted the parallels of current understanding of stream and forest management: both have been heavily altered by humans. Both also require some amount of dynamic change (meander erosion and forest succession, respectively) for long-term resilience. Finally, managing for long-term resilience in both streams and forests will provide the most stable patterns of water, sediment, and carbon cycling.

1
2 Tapper then described forests' contributions to sedimentation in our watershed. While some discharges
3 are natural processes, some are caused by access infrastructure in actively managed forests (roads, skid
4 trails, and stream crossings). These are mitigated in Vermont through the Acceptable Management
5 Practices (AMPs). AMPs address elements such as water bars and road drainage, grading of roads and
6 skid trails, and design of log landings. AMPs are only mandatory on parcels enrolled in Current Use;
7 however, fines can be issued for sediment discharges in forests where AMPs have not been followed
8 properly. Vermont's forest management regulations are relatively limited: AMPs, the heavy cutting
9 law, and rules / restrictions on parcels enrolled in Current Use. Per statute, municipalities are not
10 allowed to regulate forest management (only the state is).

11
12 Tapper drew a distinction between logging (unrestricted, unsupervised cutting of trees) vs. forest
13 management (logging carefully supervised by a professional forester). Loggers can still do a good job,
14 but sometimes have different goals (primarily resource extraction) and may not pay attention to certain
15 issues. He also described his approach to forest management: ecological forestry or managing forests
16 like they manage themselves. This involves using forest management and logging as a tool to achieve
17 similar outcomes to natural forest processes, such as through: simulated natural disturbance events;
18 creating spatial diversity (multi-generational forests); leaving lots of dead wood behind; retaining
19 some larger, older "legacy" trees forever; and creating pockets of early successional habitat. Tapper
20 highlighted that ecological forest management achieves many of the same outcomes that meet water
21 quality goals.

22
23 Tapper noted that the current concern for water quality in forests is erosion from legacy infrastructure
24 (poorly planned roads and undersized crossings). The general solution is "overbuilding" trails and
25 crossings to protect against more extreme precipitation events.

26
27 Finally, Tapper highlighted the importance of "multi-solving" in forest management – trying to
28 achieve multiple cross-sector goals at once.

29 30 Questions

31 Costandi asked for clarification that municipalities that own their forests can still manage it like a
32 private landowner, but they can't regulate private lands. Tapper agreed and also noted that towns are
33 generally going to manage their forests with the county forester and should follow AMPs.

34
35 Albrecht asked Tapper to send along the relevant statutes, and to share any work Tapper has done with
36 the municipal water quality sector. Tapper described his work with the LaPlatte Headwaters Town
37 Forest in Shelburne, which covers 301 acres, 130 of which are an old, ditched floodplain that is
38 covered in the invasive reed canary grass. The goal is to reforest the area with native vegetation to
39 reduce erosion and improve ecological health. He also discussed his work stabilizing and upgrading
40 old road infrastructure in the Andrews Community Forest in Richmond.

41
42 Wheeler asked about how the state manages sediment discharges where AMPs were ineffective.
43 Tapper said this is rare but could happen when there is a catastrophic rain event, and the solution is to
44 reinstall the AMP elements. At Wheeler's question, Tapper said that there is no active inspection of
45 these sites, it is only through community reporting or if a county forester notices them in person. He
46 noted that New Hampshire has a logging noticing requirement which doesn't exist in Vermont. At
47 Schibler's question, Tapper clarified that AMP violations are fairly rare and are usually addressed
48 quickly and easily by landowners. Palola asked how people should report these violations and asked if
49 there is an easier way for this to be done. Tapper agreed, but also noted that most of the reports that
50 county foresters receive are actually inconsequential because forestry "looks worse" than it actually is.

51
52 Voigt asked whether municipalities get notices of heavy cut permits. Tapper wasn't sure but noted that
53 there is a separate forester who manages these as well as AMPs. Voigt wondered if there is a role for

conservation commissions to play in this space. Tapper also noted that there is a lot of concern about the climate and carbon impacts of active forest management and suggestions that all forest management should be stopped. However, active forest management can have positive outcomes and is better than conversion of forest land to non-forest. Tapper suggested that a good use of trained volunteers could be used to help monitor water quality concerns in forests. Bates suggested that this could include having volunteers look for old logging roads to be retired and stabilized, possibly with funding from Clean Water Service Providers.

Besse asked Tapper to clarify that in the chart he showed about phosphorus contributions of forest, most of that was from “background” natural processes. Tapper agreed; Bates noted that another significant contributor could be forested gullies, which may be caused by streams attempting to meet equilibrium due to impacts from human interventions (roads, clearing, impervious surfaces, etc.).

Palola asked whether any CWSP funding is available to identify clean water projects in forests, and Albrecht noted that in general, yes, and he will add more later in the agenda.

[Editor’s Note: Ethan Tapper provided the following contact information in the Chat:

ethan.tapper@vermont.gov / <https://linktr.ee/ChittendenCountyForester>

<https://www.youtube.com/channel/UCG5pCDPHUyOiA2vW117L6oA>]

5. Update on operations of Clean Water Service Providers for Basins 5, 7 and 8

Pierce (Basin 7) said that their Basin Water Quality Council met twice in March and is still working on developing a prioritization system. The CWSP has received 5 applications. The Council endorsed the funding requests and the CWSP is finalizing agreements with the requesting organizations. Future requests will be done roughly quarterly. Pierce noted that one of the projects is a stream reconnection project in Elmore and was the best performing project. Pierce also shared a link to their application status web app: <https://app.smartsheet.com/b/publish?EQBCT=876fab910b384dfb93045414dae127c2>.

Voigt (Basin 8) noted that they are meeting regularly and are still hoping to get more responses to their RFQ. Project Solicitation (Round 1) will go out later today or tomorrow. They are encouraging municipalities to consider submitting qualifications and anticipate 2 more solicitation rounds this year. He noted that their formula grants are restricted to non-regulated projects as other CWSPs, but this could include work in identifying water quality projects on forest properties.

Albrecht (Basin 5) stated that the Basin 5 council met on 2/23 to review four projects and agreed to fund three. He displayed how they ranked/scored projects, see this memo: https://www.ccrpcvt.org/wp-content/uploads/2023/02/SubgrantProposals_Memo_and_Scoring.pdf The highest ranked one was an old legal trail in Georgia that has some severe gully runoff. Another good project was a process-based stream restoration of a portion of McCabe’s Brook in Shelburne. A second call for applications was just released with pre-proposals due April 17, full proposals due May 10th.

[Editor’s Note: see call for applications [here](#):

6. Updates by Staff

Albrecht noted that CCRPC’s UPWP process included one water quality project for the coming year; there weren’t as many applications as prior years. [Editor’s note: that project is

7. Items for May 2nd meeting agenda

Costandi asked for ideas from the committee to be sent to her and Albrecht. Albrecht suggested we could have municipalities do a show-and-tell of any recently completed water quality projects.

10. Adjournment. The meeting was adjourned at 12:13 p.m.

Respectfully submitted, Darren Schibler and Dan Albrecht

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

DATE: **Tuesday, April 4, 2023**
SCHEDULED TIME: 12:15 p.m. to 1:30 p.m.
PLACE: In-person @ CCRPC office and online via Zoom
DOCUMENTS: Minutes, documents discussed, and presentations accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance (all attending online unless otherwise noted)		
Burlington: James Sherrard	Burlington Airport: Catie Calabrese	Williston:
Colchester: Karen Adams	Milton: Lisa Schaeffler, Mariia Hatseliuk	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson,	VAOT: Jennifer Callahan
Essex Jct.: Chelsea Mandigo, co-chair	South Burlington: Dave Wheeler, Marisa Rorabaugh	Univ. of VT: Lani Ravin
DEC: Sam Hughes		
Other Attendees: Winooski NRCD: Adelaide Dumm; Dave Barron, Pluck; Amy Macrellis, Stone Environmental; Brett McCreary, Buel's Gore		
CCRPC Staff: Dan Albrecht, Darren Schibler		

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

The meeting was called to order at 12:18 p.m. by Mandigo. No changes to the agenda were made. No public comments were made.

2. Review and approval of minutes (February 7, 2023)

Albrecht recapped the draft minutes. Barron noted that he was present but not noted as in attendance.

Costandi made a motion, seconded by Adams, to approve the minutes of February 7, 2023, with minor corrections to be made by Albrecht. Robinson, Rorabaugh, and Ravin abstained. The motion passed unanimously.

3. 2023 Stormwater Awareness Resident Survey

Albrecht reviewed the survey results with the committee, which included 500 responses in a short amount of time. Key findings were reviewed regarding perceptions about pollution and how to reduce impacts.

Albrecht noted that in terms of outreach about the survey results, in the past CCRPC has done a press release and an interview at WVMT. He asked the committee to consider how much of his time should be dedicated to this rather than to committee members. Albrecht also suggested that Dumm could publicize the results through WNRCD's e-mail list or newsletter. Barron asked whether all the information can be shared publicly or needs to be modified. He and Albrecht will try to pull out a "top five" bullet points into a separate one-pager. Barron sked how we can pull meaningful conclusions from the results; for example, people think the lake is more polluted, but can we actually say whether it is? Ravin suggested sharing the perception results with "answers" to the questions. At Dumm's question, Albrecht said that this information could be pulled from the Lake Champlain Basin Program's *State of the Lake* report. Robinson noted that the results will tell how informed the participants of the survey were. Albrecht will work with CCRPC's communications manager to distribute this to our outlets as well.

Sherrard noted that it would be important to include information about volunteering with this effort. David noted that he will be working with Dumm on that sort of outreach earlier than the press release. Dumm noted that WNRCD is already in good shape when it comes to water quality volunteers. Schibler suggested sharing the information with other municipal bodies (conservation commissions, selectboards, planning commissions).

1 Albrecht reviewed a suggestion from Dougherty to create a short quiz or interactive tools to improve
2 perceptions and understandings about stormwater. David thought this could be a follow-up to the press
3 release, potentially as a contest.

4
5 At Costandi's question, Barron will be using the survey results to inform the preparation of **New Creative**
6 for the summer ads. He noted that the survey committee discussed the importance of tying perceptions
7 about the state of the lake to individual actions can improve stormwater runoff. Dumm also noted that they
8 hope to discern where people are getting their news / information about stormwater, which may include
9 more traditional broadcast TV, radio, newspapers, etc. and could be good avenues for the MS4
10 Committee's outreach.

11
12 **4. FY23 Expenses to Date and Proposed Amendment to CCRPC Amount**

13 Albrecht reviewed the proposal to increase CCRPC's amount in the Rethink Runoff budget due to the fact
14 that additional time was needed to manage the survey research form than was originally projected. Dumm
15 shared that WNRCD is fairly on track in terms of budget and timeline and should be able to spend down
16 their allocation. She noted that their new District Manager (Casey) will be starting soon and getting settled
17 so there shouldn't be too many changes.

18
19 Albrecht noted he will need about 25 hours (or about \$2500 at a rate of \$100.67 per hour) to cover April,
20 May and June for his services. Coupling that with being \$762 over budget through March, he suggested a
21 budget increase of \$3,300 for CCRPC.

22
23 Dumm asked for clarification on charging admission to the rain barrel workshops to cover the cost of
24 materials. However, some of these costs are reduced since they get some for free. She noted that it's still a
25 modest cost for the rain barrels (which can be bought at hardware stores for about \$100). Albrecht noted
26 that part of the reason to retain a fee is to ensure people are committed to attending; if it were free there
27 might be a lot of signups, but people might not show up. Dumm noted that each workshop breaks roughly
28 even at that cost.

29
30 *Costandi made a motion, seconded by Robinson, to increase the allocation to CCRPC by \$3,500 to*
31 *cover current and projected staff costs . The motion passed unanimously (no abstentions).*
32

33 **5. Implications of Delay in Feedback on PCPs and Pending 8/23 Renewal of MS4 Permit**

34 Albrecht explained that Hughes had received feedback from Christy Witters about the fact that permit
35 renewals are coming up, but the state has not yet reviewed phosphorus control plans submitted almost two
36 years ago. Hughes noted that some plans are in review and DEC is prioritizing this issue.

37
38 At Albrecht's question, Hughes said that he does keep a list of plans which are approved but will need to
39 review them with Emily before providing them at the next meeting.

40
41 Robinson commented that they have some grant money dedicated to consolidating their FRP, PCP, and
42 three-acre permit work, but the delay in review and approval of their PCP (and in particular the running of
43 the decision support model by DEC) he is affecting the grant timeline. This is requiring Shelburne to
44 extend their grant agreements, which adds a lot of unnecessary staff and consultant time.

45
46 Regarding the PCPs, Robinson said they are waiting to hear back before moving forward with some
47 projects that are otherwise ready to start.

48
49 Hughes noted that the MS4 permit is fully drafted but is caught up in legal review. Once it's ready it will
50 be shared with MS4 communities to provide a little extra time ahead of the public comment period starting
51 on May 1st. DEC is receptive to "unofficial" comments from MS4s.

52

1 The current MS4 is expiring in July, so the only thing required to maintain compliance will be a notice of
2 intent from MS4 communities. This will allow for a 6-month period to submit SWPs, FRPs, and PCPs that
3 are updated to include new information which will be detailed by DEC. The new MS4 permit will be
4 circulated in track-changes, but major changes include:

- 5 • Construction section updated per EPA permit quality review which found it to be insufficient. Most
6 municipalities are already doing this.
- 7 • Conditions will be changed to allow for phosphorus credits for unincorporated projects.

8
9 The Committee provided the following feedback:

- 10
11 • Sherrard asked if the construction monitoring requirement applies to projects that only fall under
12 municipal permits, or if it apply to state permitted projects as well.
- 13 • Sherrard also asked if DEC could share any “unofficial” information to give extra time for municipal
14 staff to prepare. Adams echoed this since ordinance changes to comply can take months or years.
- 15 • Adams noted that they are extending offers of permit incorporation to certain projects, and would like
16 to know whether that is expected and encouraged or if they should wait until they have submitted their
17 revised PCPs.
- 18 • Mandigo also wanted to know if the state ever accepted the street sweeping study as part of their
19 reports. Albrecht noted that at Jim Pease’s retirement party, he asked whether we will ever receive the
20 final USGS report on this but he did not have a date certain.
- 21 • Rorabaugh commented that South Burlington is having trouble updating their FRPs without inputs
22 from the decision support model to know if they are still on track, which has resulted in some projects
23 being dropped.
- 24 • Robinson suggested to Hughes that it might be worth updating the original model to run on newer
25 systems rather than Windows XP. The model could then be shared with MS4s and their consultants,
26 which would take a huge burden of the state. Hughes noted that this has been discussed by the state.

27
28 Mandigo suggested that DEC could resume discussions with the MS4 committee at their meetings to work
29 through some of these issues. Hughes said he will take the MS4 Committee’s feedback to the rest of his
30 program. Mandigo thanked Hughes for his time.

31
32 Albrecht noted that the MOU will need to be updated since it only goes through July.

33 34 **6. Brief MCM#1 (Pluck) and MCM#2 (WNRCD) updates**

35 Barron provided an update noting that traffic has increased post-COVID and reviewed the web traffic for
36 various pages, which has increased significantly, particularly for the dog poop page. He believed this may
37 have been due to targeted Google Ads in the off-peak. He also noted that interest in algae blooms has
38 increased even though no ads were run, which may be due to the perceived connection between this and
39 the overall health of the lake. He previewed the Spring Push efforts for Stream Team, specifically signage.
40 He and Dumm are also working on refreshing and updating the stream monitoring efforts, providing more
41 information for lay people. May and June will be focused on creative conceiving for fall production – not
42 rebranding but evolving the content and design.

43
44 Dumm reviewed WNRCD’s work partnering with David, crunching numbers from volunteer recruitment
45 and coordination for Stream Team and adopt-a-rain-garden. She also noted that there was a small hurdle
46 obtaining barrels for the Williston rain barrel workshop, which means the workshop will be delayed into
47 May. Dumm noted that Cierra Ford from VHB has requested to coordinate an Earth Day event to host a
48 stream cleanup, likely in South Burlington. UVM Master Gardeners asked if WNRCD is interested in
49 tabling at an upcoming event at UVM. Finally, Dumm reviewed the budget for March and the fiscal year-
50 to-date.

51

1 Robinson commented that the rain barrel workshop in Shelburne went very well and thanked WNRCD for
2 running it.
3

4 **7. Staff, member, and guest updates**

5 There were no updates.
6

7 **8. Items for Tuesday, May 2nd meeting**

8 May will likely be dedicated to discussing the MS4 permit with DEC. Albrecht noted that the FY24
9 budget was already adopted, but may need to be reviewed again at the June meeting.
10

11 **9. Adjournment**

12 The meeting was adjourned at approximately 1:29 p.m.
13
14

15 *Respectfully submitted, Darren Schibler and Dan Albrecht*

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
ENERGY SUB-COMMITTEE - MINUTES

DATE: Monday, March 20, 2023
TIME: 6:30 p.m. to 8:00 p.m.
PLACE: Virtual Meeting via Zoom with link as published on the agenda

Members Present:

Keith Epstein, South Burlington
Henry Bonges, Milton
Daniel Parkins, Essex
Kevin Thorley, Williston
Jim Donovan, Charlotte

Staff:

Ann Janda, Senior Energy Project Manager
Melanie Needle, Senior Planner
Taylor Newton, Planning Program Manager
Darren Schibler, Senior Planner
Charlie Baker, Executive Director

M. Needle called the meeting to order at 6:31pm.

1. Welcome and Introductions

Staff and board members introduced themselves and offered energy “fun facts.”

- Melanie Needle has had an EV for several years.
- Darren Schibler’s house had no insulation when they moved in, but it does now!
- Ann Janda just had a heat pump installed in her house.
- Taylor Newton just had his heat pump cleaned.
- Keith Epstein shared an [article he wrote for The Other Paper](#) about his journey to net zero.
- Daniel attended a recent webinar and learned that every dollar installed in geothermal heat saves \$3 in electricity infrastructure.
- Jim Donovan designed his current house with passive solar and wood heat.
- Henry Bonges is happy to report he has had no car maintenance costs on his electric vehicle in several years.
- Kevin Thorley’s home energy is now fully electrified.
- Charlie Baker got an e-bike for Christmas and is excited to try it out.

2. Overview of Chittenden County ECOS Plan with a focus on energy sections

M. Needle reviewed the schedule for preparation and adoption of the energy element of the ECOS Plan (Chittenden County’s regional plan), including review of data and text in April and May, finalizing content in June, and approving a draft in July for review by the Long Range Planning Committee (LRPC). A draft ECOS plan is scheduled for November, and adoption is scheduled for June 2024 after the public review process.

M. Needle noted that statewide Low Emission Analysis Platform (LEAP) data release has been delayed from the Public Service Department but should be out soon. K. Epstein asked whether data will show differences and additional generation from the last time the plan was adopted. M. Needle responded that it will be shown in the data.

M. Needle then reviewed Vermont’s standards for regional plans and specifically enhanced energy plans (EEPs), which are required to obtain “substantial deference” for use policies conservation measures from the Public Utilities Commission in their review of development of renewable energy generation projects. The goals and standards for EEPs were laid out in Act 174 and are consistent with the Vermont Comprehensive Energy Plan.

K. Epstein asked about the difference in obtaining substantial deference for regions as opposed to municipalities. T. Newton responded that the process is very similar for regions, whose EEPs are reviewed and approved by the Vermont Department of Public Service (PSD); regional planning commissions then review and approve municipal plans. The authority / legal rights granted by substantial deference are the same for regions and municipalities, but apply specifically to each of their plans. However, since municipal plan policies must be consistent with regional plans, a regional plan with substantial deference provides similar protections as the municipal plan (though a municipal plan may get more specific within their jurisdiction).

1 T. Newton also clarified the meaning of substantial deference, which means that the PUC must follow a higher legal
2 standard and more directly follow guidance for placement of renewable facilities in local and regional plans rather
3 than simply giving plans “due consideration.” In response to K. Thorley’s question, Newton further clarified that it’s
4 unclear how this process plays out in regulatory proceedings since there isn’t much case law. C. Baker provided
5 some history about the origins of the law, which came about after controversies about siting of wind turbines. He said
6 that the intent is more to specify where renewable generation should NOT be sited and has reduced the amount of
7 debate about the location of renewables.

9 M. Needle discussed the process for analyzing the region’s energy data and establishing targets for the electric,
10 heating, and transportation sectors. She also discussed the process of disaggregating regional demand and generation
11 data to municipalities for use in their EEP process. One new element is a tool provided by the Public Service
12 Department (PSD) to allow targets for renewable energy generation to be adjusted by factoring in constraints on the
13 electric grid.

15 K. Epstein wondered how targets that are included in plans get used by people who read the plan. M. Needle
16 responded that the targets are meant to be check points and milestones for reaching the state’s CEP goals by 2050.
17 The targets also support development of public policies and support applications for grants; for example CCRPC is
18 currently applying for a federal grant to build more electric vehicle (EV) charging stations. D. Parkins asked whether
19 Act 174 and substantial deference affects grant opportunities; T. Newton clarified that substantial deference only
20 comes into play within the regulatory development review process.

22 M. Needle discussed the pathways section, which detail how regions and municipalities will achieve their energy
23 targets and include some specific elements required by Act 174. These include:

- 25 • Energy conservation and efficient use of energy in buildings
- 26 • Reducing transportation energy demand and single occupancy vehicle use, encourage use of renewable/lower
27 emission energy sources
- 28 • Patterns and densities of land use that results in conservation of energy and climate resilience
 - 29 ○ Note that the ECOS plan primarily achieves this by allocating 80% of our new development (now
30 proposed for 90%) in 15% of our land area.
- 31 • Development and siting of renewable energy, storage, and transmission/distribution resources

33 K. Epstein noted that in the future he would like to discuss the fact that the current sound impact rules around wind
34 turbines seem to make it impossible to build wind facilities anywhere in Chittenden County (and Vermont). M.
35 Needle agreed and said one option could be to include a policy statement asking the state to reconsider the sound
36 rules, or else whether regions and municipalities should be required to plan for wind energy development. T. Newton
37 asked Epstein for suggestions about how to approach the conversation about sound and wind generation. Epstein
38 would want to invite a wind developer to discuss the requirements and technology to see if it is feasible to actually
39 develop under the current rules, and then whether the policy could be changed. H. Bonges noted that the technology
40 for small-scale wind turbines has improved substantially, and it might be more worthwhile to support those rather
41 than large-scale wind given the technology available at this time. D. Parkins is concerned that waiting for technology
42 to meet certain outcomes will undermine our ability to achieve our renewable energy goals. T. Newton also noted
43 that it would be worth updating the committee on changes in offshore wind development which could be factored
44 into meeting the goals.

46 M. Needle noted that there is a new standard requiring plans to assess equity impacts of energy planning. She noted
47 that CCRPC is already doing internal work on equity with a new Equity Manager staff person. The energy equity
48 assessment includes consideration of what communities will:

- 50 • Be most impacted by the policies,
- 51 • Distribution of benefits and burdens of specific actions,
- 52 • Whether actions will address inequities
- 53 • Consultation with communities in the development of actions.

1 M. Needle envisioned that for CCRPC, this will involve reviewing policies in the current ECOS plan to see whether
2 disadvantaged communities need to be given priority in taking action, and to invite more of their input to the policies.

3
4 Finally, new mapping data is available that updates resource areas, including potential for rooftop solar. M. Needle
5 noted that resource areas for solar and wind are broken down into prime areas (good resource availability without
6 development constraints) and base areas (good resource availability with possible development restraints).
7 Development constraints themselves are broken up into state vs. local “known constraints” (areas where no
8 development is allowed) as well as “possible constraints” (areas which need to be avoided or impacts mitigated). The
9 mapping exercise also includes creating a map of preferred sites for renewable energy development.

10
11 H. Bonges noted that Milton is pursuing development of some large solar sites on brownfields, but has come up
12 against a rule that prevents development of more than 500 kilowatts on a single parcel unless there is a contract with
13 a public utility. H. Bonges and J. Donovan asked whether this rule could be changed. M. Needle and T. Newton said
14 this is part of the net-metering rules (which were just recently amended), and this could be explored by the committee
15 as part of the planning process.

16
17 J. Donovan expressed concern about whether the list of state constraints were appropriate and asked whether these
18 standards could be changed. M. Needle said it is unlikely since the standards were also recently changed and are
19 updated on a regular schedule, but this could be included for consideration as a policy in the ECOS Plan for when the
20 standards are updated in the future.

21
22 M. Needle reviewed the maps for solar and wind generation potential in the current ECOS plan. K. Epstein asked
23 whether the color scheme on the maps could be changed so that the prime areas are not shown in red, which
24 generally denotes “bad” areas. M. Needle agreed that this could be done.

25 Review of 2018 ECOS Plan Energy Elements

26 M. Needle reviewed the current ECOS plan’s energy elements, which are located in several places throughout the
27 various documents.

28
29
30 K. Epstein asked if there has been progress in getting non-electricity, non-natural gas data (unregulated delivered fuel
31 data) – in other words, how much delivered fuel (propane and fuel oil) is used in the state. M. Needle noted that a
32 provision to track this data this is included in the Affordable Heating Act currently being debated by the Legislature,
33 but it will not be settled and data will not be available before the ECOS plan needs to be finalized.

34
35 D. Parkins asked whether CCRPC’s standards account for the increased amount of in-state generation that could be
36 required under the draft renewable energy standard. M. Needle stated that the current plan accounts for Chittenden
37 County generating 50% of renewable electricity in-state. T. Newton noted that the renewable energy standard only
38 applies to utilities, whose service territories go beyond Chittenden County’s boundaries and aren’t considered so
39 directly in the plan. D. Parkins agreed and noted that this can still have a policy impact on the development of
40 renewable energy.

41
42 K. Thorley asked whether the narrative that locally-developed renewable energy (specifically renewable energy
43 credits) is exported out of state plays into this plan. M. Needle stated that the targets and mapping exercise simply
44 account for the location of renewable sites, even if a utility that developed them sells the renewable energy credits
45 elsewhere. K. Epstein noted that this goes both ways, and that a region / municipality cannot reach its targets by
46 purchasing RECs from elsewhere.

47
48 M. Needle quickly reviewed the siting policies contained in the plan, which can be discussed in more detail at a
49 future meeting.

50
51 At K. Epstein’s question, M. Needle said that committee members can provide feedback on the plan verbally at the
52 next meeting or by sending them in writing to Melanie to be distributed at the next meeting (in keeping with Vermont
53 Open Meeting Law).

3. EECBG Program Formula Grant

A. Janda presented a proposal for use of some federal grant funding (the Energy Efficiency & Conservation Block Grant or EECBG Program) that was allocated to Chittenden County. We will receive \$76,390 through a non-competitive process to spend on certain eligible activities.

Janda noted that in keeping with the Biden Administration's Justice40 initiative, the goal is for 40% of certain types of federal funding to be allocated to disadvantaged communities. Janda noted that the amount of money CCRPC received isn't substantial, so staff developed a set of options for use of the money, including:

1. **Option 1:** Assisting with the purchase of 2 electric vehicles for the staff Champlain Valley Office of Economic Opportunity's Low Income Weatherization Program.
 - a. H. Bonges noted that EVs may not be the best option for CVOEO's program if they are driving the vehicles all day and for construction purposes. K. Epstein stated that he has no concerns with this if the program director, Dwight Decoster, says the vehicles will work.
2. **Option 2:** Contribute matching funds to Vermont Gas (VGS) for Burlington International Airport's sound insulation project for Winooski homes which are in the airport's noise exposure area. Insulation will not only reduce sound impacts but also reduce thermal energy use. VGS can supply 4.5% of the local 10% match under a Federal Aviation Grant, but VGS needs more assistance for the remainder. CCRPC's EECBG funding could cover the local match for 12 out of the 25 eligible homes in Winooski.
 - a. H. Bonges noted that it appeared the Winooski homes were not in the airport's most sound impacted area and asked for clarification. He also felt that the Winooski homes were less impacted than South Burlington and advocated for funds to go to those that were most impacted. Staff clarified that staff selected Winooski partly because it is a disadvantaged community and because they didn't receive their own EECBG funding allocation.
3. **Option 3:** Distribute funding to municipalities who didn't receive EECBG funding for installation of heat pumps or renewable energy generation at municipal buildings.
 - a. K. Thorley suggested that this could also include installation of electric vehicle charging equipment so that individuals who can't afford to install chargers at home can charge in public locations. T. Newton noted that CCRPC is already pursuing a grant for substantially more EV charging than this grant could fund.

D. Parkins wondered if the money could be better used as a "force multiplier" to move larger issues forward, such as filling data gaps for development of renewable energy like geothermal. T. Newton said that approach could work, but more details would be needed; in addition, the focus would need to be on benefiting low and moderate income areas / households. Newton noted that VGS is the current leader in geothermal and staff could ask whether more funding would be helpful to obtain data or generally support initiatives to implement geothermal. A. Janda noted that consultant services are an allowed use of the EECBG funds. Also, VGS is trying to work with affordable housing developers in their geothermal initiatives, which could be a way to achieve the Justice40 goals for use of the funds.

M. Needle and A. Janda noted that staff are not looking for a vote from the Energy Subcommittee, just to solicit additional ideas. Janda noted that we are still awaiting input from the Vermont Environmental Justice Steering Committee before action by the CCRPC Board. The deadline spending funds is fairly far off and flexible.

K. Epstein spoke in support of option 1 (funding CVOEO's EV purchase) because of the opportunity to increase exposure to EVs for communities that wouldn't normally see them, including both clients and employees of CVOEO. K. Thurley spoke in favor of option 3 and option 1 in that order.

4. Next Steps

M. Needle asked the committee members to fill out a Doodle poll for the next meeting in April, at which we hope to be able to review the LEAP data. In the meantime, committee members can review the current plan and send comments to Melanie. D. Parkins noted that the Essex Energy Committee is looking to do a Button Up event at the Champlain Valley Fair and invites other energy committees to join as well.

- 1 The meeting adjourned at 8:15pm.

DRAFT