



Central Vermont Regional Planning Commission

CENTRAL VERMONT REGIONAL PLANNING COMMISSION PROJECT REVIEW COMMITTEE

Central Vermont Regional Planning Commission Conference Room
29 Main Street, Suite #4, Montpelier, VT 05602
January 25, 2018
4:00pm

AGENDA

1. **CALL TO ORDER**

The Chair will call the meeting to order and ask for introductions of those individuals who are present.

2. **CHANGES OR AMENDMENTS TO THE AGENDA**

The Committee should determine if any alternations to the agenda should be made at this time.

3. **PUBLIC COMMENTS**

Members of the public are encouraged to speak on items not on the agenda.

4. **APPROVAL OF MINUTES**

Draft minutes from the October 26, 2017 Project Review Committee Meeting are included for review and consideration of approval.

5. **REVIEW OF APPLICATIONS & PETITIONS THAT MAY QUALIFY FOR SUBSTANTIAL REGIONAL IMPACT & UPDATE ON PREVIOUS APPLICATIONS**

Staff will provide the Committee with an update and overview of applications that have been received and any changes to the status of previously reviewed applications. A summary is ***included*** with the agenda packet.

6. **REVIEW OF SUBSTANTIAL REGIONAL IMPACT**

The Committee should continue its discussion regarding thresholds for Substantial Regional Impact and be prepared to make a recommendation to the Board of Commissioners regarding approval of the update. A draft version 4 of the Substantial Regional Impact criteria that incorporates previous comments is ***included*** with the agenda packet.

7. **OTHER BUSINESS**

The Committee should identify and discuss any other business not on the agenda.

8. **ADJOURNMENT**

If no additional business is required the Committee should consider a motion to adjourn.

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION
PROJECT REVIEW COMMITTEE
OCTOBER 26, 2017
MINUTES**

The regular meeting of the Central Vermont Regional Planning Commission's Project Review Committee was held on Thursday, October 26, 2017 in the Conference Room of the Central Vermont Regional Planning Commission.

Committee Members Present:

Byron Atwood –	Town of Barre Town
Gerry D'Amico –	Town of Roxbury, Alternate
Brian Fitzgerald –	Town of Duxbury, Chair
Laura Hill-Eubanks –	Town of Northfield
Janet Shatney –	Barre City
Bob Wernecke –	Town of Berlin

Committee Members Absent:

None

Others Present:

Jamie Stewart –	Central Vermont Economic Development Corporation
Eric Vorwald, AICP –	CVRPC Senior Planner

CALL TO ORDER

With a quorum present, Mr. Fitzgerald called the regular meeting of the CVRPC Project Review Committee to order at 4:05pm.

CHANGES OR AMENDMENTS TO THE AGENDA

No changes to the agenda were offered.

PUBLIC COMMENTS

No members of the public were present.

APPROVAL OF MINUTES

Mr. Wernecke made a motion to approve the September 28, 2017 minutes. The motion was seconded by Ms. Hill-Eubanks. With no further discussion, the Committee voted 3 – 0 in favor of the motion to approve the September 28, 2017 minutes with Mr. D'Amico abstaining.

REVIEW OF APPLICATIONS & PETITIONS THAT MAY QUALIFY FOR SUBSTANTIAL REGIONAL IMPACT & UPDATE ON PREVIOUS APPLICATIONS

Mr. Vorwald stated that a list of applications that had been submitted since the last meeting was included in the agenda packet. He provided a brief overview of the list noting that all the projects were administrative amendments. Mr. Atwood requested clarification on why applications were needed for several of the projects. Mr. Vorwald indicated that because an Act 250 permit was required on the property previously, the property would remain under Act 250 jurisdiction and therefore any changes to the property would require a change to the permit.

REVIEW OF SUBSTANTIAL REGIONAL IMPACT

The Committee continued its discussion of Substantial Regional Impact (SRI) criteria with Mr. Vorwald providing an update to the changes that were made since the last meeting. He provided a revised draft of the SRI criteria and the Committee began their review. The Committee engaged in significant discussions related to the Purpose, General Criteria, and Specific Criteria noting areas where changes should be made. The changes discussed were primarily to clarify the overall intent of the SRI thresholds as guidelines rather than specific limits. Additional discussion occurred regarding the triggers for specific uses and it was suggested that traffic impacts (specifically peak hour trips) be included as a factor in addition to the specific guidelines that were listed. Additional discussions included removal of several uses from the list as it was determined these uses would trigger other aspects of the SRI criteria. Mr. Vorwald noted that he would update the information and provide a new draft for consideration at a future meeting.

DISCUSSION OF FUTURE MEETING DATES

Mr. Fitzgerald noted that the November and December meetings would potentially conflict with holiday schedules and suggested that these meetings be cancelled. Additionally, it was suggested that if a project were to be submitted that would require action by the Committee prior to the next regularly scheduled meeting in January, a special meeting would be considered to address any comments. The Committee agreed with this approach and concluded that the next two meetings would be cancelled.

ADJOURNMENT

With no additional business to discuss, Mr. Fitzgerald called for a motion to adjourn which was offered by Mr. Wernecke and seconded by Ms. Hill-Eubanks. The vote was 4 – 0 in favor of the motion and the meeting was adjourned at 5:50pm.



Central Vermont Regional Planning Commission

PROJECT REVIEW COMMITTEE SUMMARY SHEET JANUARY 25, 2018

The following is a list of projects that have been received by staff since the last Project Review Committee meeting. Staff will provide a general overview of the projects if necessary to determine if additional discussion is warranted at a future meeting.

APPLICATION		APPLICANT	MUNICIPALITY	PERMITS NEEDED/ REQUESTED	PROJECT SUMMARY
1	Act 250 – Administrative Amendment	William Bonyun	Waterbury	None Required	Subdivision of Lot 17 (15.89 acres) to be merged with lands of adjoining lot owners Sarah M. Horwitz and William and Mary Bonyun. Horwitz would merge 5.24 acres with existing Lot 14 and Bonyun would merge 10.65 acres with Lot 16. Former Lot 17 would be eliminated.
2	Act 250 – Administrative Amendment	Heney Partners, Ltd.	Berlin	None Required	Extension for the completion of the remaining 12 condominium units in Phases V, VI and VII until December 1, 2022. The project is located on Partridge Road and Mansfield Lane.
3	Act 250 – Administrative Amendment	Mad River Path Association	Waitsfield	None Required	Installation of fencing, landscaping, crosswalks, pavers, signage, and benches to extend and improve pedestrian and bicycle traffic safety along the existing recreation path.
4	Act 250 – Memorandum of Decision	Grow Compost of Vermont	Moretown	None Required	Termination of Act 250 Jurisdiction due to the agricultural nature of uses on the property.
5	Act 250 – Administrative Amendment	Pierre Ducharme	Williamstown	None Required	Construction of a 32' x 70' wooden addition with four overhead doors onto the existing commercial machine shop. The addition would be fully insulated and heated and would not require water or septic service.

APPLICATION		APPLICANT	MUNICIPALITY	PERMITS NEEDED/ REQUESTED	PROJECT SUMMARY
6	Act 250 – Administrative Amendment	State of Vermont	Waterbury	None Required	Boundary lot adjustment between the State of Vermont’s Waterbury Complex and adjoining landowner Peter Martel. The State’s Lot 6 would be reduced from 2.28 acres to 2.11 acres. The .58 acre Martel lot would be increased by 2500 square feet.
7	Act 250 – Administrative Amendment	Carrols Corporation	Berlin	Water & Wastewater Permit issued 10.23.2017 Stormwater Discharge General Permit issued 11.07.2017	Demolition of the existing 3,300 square foot Burger King restaurant building to be replaced by the construction of a new 2,800 square foot restaurant. Related improvements include repaving the parking lot and the installation of new LED lighting and landscaping. A sidewalk would be provided along Route 302, linking the bus stop located south of the property.
8	Act 250 – Administrative Amendment	Lawrence Murphy	Waterbury	Water & Wastewater Permit issued 10.19.2017	Incorporates Wastewater System and Potable Water Supply Permit WW-5-2509-1, which authorized the replacement of the pretreatment unit for a previously approved four bedroom single family residence on Lot 2, which is served by an existing onsite water supply and a filtrate wastewater system using an Ecoflo Biofilter System effluent treatment unit.
9	Act 250 – Administrative Amendment	R.E. Tucker, Inc.	Northfield	Unknown	Subdivision of a 3-acre lot (Lot 2) from an existing 26 acre tract. The remaining Lot 1, now comprised of 23 acres, and the site of a gravel extraction operation, shall be retained by the Permittee. The project tract is located off Homewild Lane (Town Highway 71).
10	Act 250 – Jurisdictional Opinion	NEMG & Rock of Ages	Barre Town	None Required	Jurisdictional Opinion from the District 5 Coordinator regarding the need for a rock crushing operation at the Rock of Ages Quarry in the Smith Quarry.
11	Act 250 – Administrative Amendment	Glentoran Corporation	Waitsfield	Water & Wastewater Permit issued 11.03.2017	Change in use of the China Fun restaurant to a juice shop with up to 5 employees and no seats. The project is located in the Northern Building of the Village Square commercial subdivision.

APPLICATION		APPLICANT	MUNICIPALITY	PERMITS NEEDED/ REQUESTED	PROJECT SUMMARY
12	Act 250 – Administrative Amendment	Waterbury Commons, LLC	Waterbury	None Required	Construction of single family homes on Lots 14, 16, 23 and 26 in accordance with Condition 37 of Land Use Permit 5W1374-4 Altered.
13	Act 250 – Administrative Amendment	Vermont Granite Museum of Barre	Barre City	None Required	Redesign and relocation of the museum's sign. The new sign will be under 12 feet tall and 6' x 6' and will be located just south of the existing "Welcome to Barre" sign. No lighting of the sign is proposed.
14	Act 250 – Minor Notice	Ivy Ventures, Inc.	Waterbury	Water & Wastewater Permit issued 11.16.2017 Stormwater Discharge General Permit pending	Change in use of the existing buildings. The former Hooker's furniture store would be converted to office space for 60 employees, and the former Agway shed would be converted to a woodworking shop for 7 employees. The seasonal tent structure would continue to be utilized in its present location. In addition, the on-site wastewater systems would be reconfigured, and the existing parking area would be expanded in conjunction with the widening of the existing curb cut off Route 100.
15	Act 250 – Administrative Amendment	Northeast Washington County Community Health	Plainfield	None Required	This permit incorporates 1) the Settlement Agreement executed on October 10, 2017 between the Plainfield Health Center, Charles and Rachel Cogbill, and John S. Monahan and Donna Watts, and 2) the Plainfield Development Review Board's approval of the Settlement Agreement, with conditions, issued on November 8, 2017. The Health Center will install and maintain additional landscape plantings for aesthetic and screening purposes; will maintain the gravel pathways; will install plantings to screen the existing sign; and will moderate the use of outside lighting during certain hours and days. This permit also incorporates the associated Health Center revised landscaping plan "with agreed upon additions"
16	Act 250 – Administrative Amendment	Joel Baker	Waterbury	Stream Alteration Permit issued 11.29.2017	Replacement of a failed 15" culvert with a 64" x 43" x 40' culvert on an existing driveway.

APPLICATION		APPLICANT	MUNICIPALITY	PERMITS NEEDED/ REQUESTED	PROJECT SUMMARY
17	Section 248 – 45 Day Advanced Notice	BarreCo Corp LLC	Barre Town	None Required	Construct a battery storage facility on an existing lot in the Wilson Industrial Park. The project will consist of inverters, batteries, transformers, and interconnection wiring and hardware. Batteries will be stored in 12 purpose built enclosures and four inverters and transformers will be pad mounted adjacent to the enclosures.



PROJECT REVIEW COMMITTEE
SUBSTANTIAL REGIONAL IMPACT CRITERIA

January 25, 2018

DRAFT v.4

PURPOSE: To provide a uniform, **and** consistent, ~~and quantifiable measure~~ **guidelines** for evaluating land development projects to determine if they are regionally significant.

PROCESS: The Project Review Committee will use this criteria to evaluate the regional impacts a land development project may have in order to determine consistency with the Central Vermont Regional Plan. Projects that meet or exceed these thresholds will be evaluated for consistency with the Regional Plan and to determine if a regional impact (either positive or negative) exists. The Project Review Committee will review the proposal against the specific criteria to determine if comments regarding consistency with the Central Vermont Regional Plan will be provided. Comments will be sent to the District 5 Environmental Commission or the Vermont Public Utility Commission, as appropriate.

DEFINITION: In the context of the Central Vermont Regional Plan, Substantial Regional Impact means any development proposal that may have a sustained or lasting impact to the municipalities in the Central Vermont Region due to the **location**, scale, size, density, or uses that are proposed. To qualify as a project having Substantial Regional Impact, the following ~~criteria~~ **guidelines** will be used for evaluation.

GENERAL CRITERIA **GUIDELINES:** The following general criteria will apply to all applications that are submitted to the Central Vermont Regional Planning Commission for review. If a project meets any of these criteria it will be reviewed for consistency with the Central Vermont Regional Plan to determine if a regional impact exists.

1. The project is located in more than one municipality or is located on property that is directly adjacent to a municipal boundary.
2. The project will impact a natural, historic, **cultural**, or significant resource that is explicitly described or identified in the Central Vermont Regional Plan. Examples include but are not limited to: ~~rare, threatened, or endangered species habitat~~; wetlands, floodplains, river corridors, or named waterbodies; **critical resource areas as identified in the Central**

Vermont Regional Plan¹, or similar regionally significant resources.

3. The project may require on-going participation by the Regional Planning Commission for a period of at least one calendar year.
4. The project proposes development that is inconsistent with the regional future land use map regarding the location or character of development type, density, or intensity.
5. The project includes the extension, expansion, or widening of a federal or state designated roadway.
6. The project proposes a use that will increase the AM or PM peak hour trips by 25 or more as estimated by the current addition of the Institute of Transportation Engineers (ITE) Trip Generation Manual.

USE SPECIFIC CRITERIA GUIDELINES: The following ~~specific criteria~~ guidelines will apply to all applications that are submitted to the Central Vermont Regional Planning Commission for review. The **population of the** municipality where the project is located will determine which ~~threshold~~ guidelines will be used to evaluate each project.

SPECIFIC CRITERIA THRESHOLDS FOR GUIDELINES FOR DETERMINING SUBSTANTIAL REGIONAL IMPACT		
TYPE OF DEVELOPMENT	MUNICIPALITIES WITH A POPULATION GREATER THAN 2,500 ²	MUNICIPALITIES WITH A POPULATION LESS THAN 2,500
Office	Greater than 30,000 gross square feet	Greater than 20,000 gross square feet
Commercial	Greater than 25,000 gross square feet	Greater than 15,000 gross square feet
Wholesale & Distribution	Greater than 50,000 gross square feet	Greater than 30,000 gross square feet
Hospitals & Health Care Facilities	Greater than 50 new beds; or generating more than 50 vehicle trips per day for new facilities or 25% increase of gross floor area for existing facilities	Greater than 10 new beds; or generating more than 25 vehicle trips per day for new facilities or 25% increase of gross floor area for existing facilities
Housing	Greater than 40 new lots or units	Greater than 20 new lots or units

¹ Critical resource areas as noted in the 2016 Central Vermont Regional Plan include National Natural Landmarks; State designated natural areas; Sites listed on the Vermont Rare, Threatened and Endangered Species, and Significant Natural Communities as designated by the Vermont Natural Heritage Inventory; and elevations over 2,500 feet.

² Based on the 2010 U.S. Census, the municipalities with a population greater than 2,500 persons includes Barre City, Barre Town, Berlin, East Montpelier, Montpelier, Northfield, Waterbury, and Williamstown. All other municipalities have fewer than 2,500 persons.

SPECIFIC CRITERIA THRESHOLDS
FOR GUIDELINES FOR DETERMINING SUBSTANTIAL REGIONAL IMPACT

TYPE OF DEVELOPMENT	MUNICIPALITIES WITH A POPULATION GREATER THAN 2,500 ²	MUNICIPALITIES WITH A POPULATION LESS THAN 2,500
Industrial	Greater than 50,000 gross square feet; or employing more than 100 workers; or covering more than 50 acres	Greater than 30,000 gross square feet; or employing more than 50 workers; or covering more than 20 acres
Hotels	Greater than 200 rooms	Greater than 75 rooms
Mixed Use	Gross square feet greater than 45,000 (with residential calculated at 1,500 square feet per unit); or covering more than 10 acres; or if any of the individual uses meets or exceeds a threshold defined herein	Gross square feet greater than 30,000 (with residential calculated at 1,500 square feet per unit); or covering more than 10 acres; or if any of the individual uses meets or exceeds a threshold defined herein
Airports	All new airports, runways, and runway extensions	
Attractions & Recreation Facilities	Greater than 200 parking spaces or a seating capacity of more than 1,000	Greater than 75 parking spaces or a seating capacity of more than 500
Schools & Institutions (including post-secondary facilities)	New school with a capacity of more than 750 students; or expansion by at least 25% of capacity	New school with a capacity of more than 200 students; or expansion by at least 25% of capacity
Waste Handling Facility	New facility or expansion of an existing facility by 50% or more	
Quarries, Asphalt, & Cement Plants	New facility or expansion of an existing facility by 50% or more	
Wastewater Treatment Facility	New major conventional treatment facility or expansion of existing facility by 50% or more; or community septic treatment facilities exceeding 25,000 gallons per day or serving a development project that meets or exceeds an applicable threshold as identified herein	New major conventional treatment facility or expansion of existing facility by 50% or more; or community septic treatment facilities exceeding 10,000 gallons per day or serving a development project that meets or exceeds an applicable threshold as identified herein
Fuel Storage & Transmission Facilities	Storage greater than 100 barrels if within 1,000 feet of any water body; otherwise storage capacity of 200 barrels; or the construction or extension of transmission lines requiring approval from the Public Utility Commission	Storage greater than 50 barrels if within 1,000 feet of any water body; otherwise storage capacity of 100 barrels; or the construction or extension of transmission lines requiring approval from the Public Utility Commission
Electrical Generation or Transmission Infrastructure	New project or expansion of an existing project that requires approval by the Public Utility Commission	
Telecommunication Facilities & Infrastructure	New project or expansion of an existing project that requires approval by the Public Utility Commission	

**SPECIFIC CRITERIA THRESHOLDS
FOR GUIDELINES FOR DETERMINING SUBSTANTIAL REGIONAL IMPACT**

TYPE OF DEVELOPMENT	MUNICIPALITIES WITH A POPULATION GREATER THAN 2,500 ²	MUNICIPALITIES WITH A POPULATION LESS THAN 2,500
Communications, Utilities, and Transmission Facilities	New projects or expansion of an existing project that requires approval by the Public Utility Commission	
Public Drinking Water Supply	New facility or expansion of an existing facility by 50% or more	
Intermodal Freight Terminals	New facility or expansion of an existing facility by 50% or more	
Intermodal Passenger Terminals	New facility or expansion of an existing facility by 50% or more	
Truck Stops	A new facility with more than five diesel fuel pumps; or containing half an acre of truck parking; or 10 truck parking spaces	A new facility with more than three diesel fuel pumps; or containing half an acre of truck parking; or 5 truck parking spaces
Correctional/Detention Facilities	Greater than 100 new beds; or generating more than 150 peak hour vehicle trips per day	Greater than 50 new beds; or generating more than 100 peak hour vehicle trips per day
Any other development types not identified above	300 parking spaces; or, if applicable, more than 250 daily trips generated	100 parking spaces; or, if applicable, more than 150 daily trips generated
Any other development type not identified above	Developments that propose more than 50 new AM or PM peak hour trips	

ADDITIONAL CONSIDERATIONS: In addition to the criteria listed above, the following situations will be considered when evaluating a project against the thresholds for substantial regional impact.

1. Speculative Developments – If the final development type is difficult to determine or unknown because a project tenant has not been identified, the thresholds for the highest intensity development type allowed under current land use regulations will be used. If local regulations do not exist, staff will consult with the municipality and the applicant to determine the possible development type.

2. Multi-Phased Developments – If a project is proposed in multiple phases, the cumulative total of the project will be reviewed against the thresholds for substantial regional impact. If the total project meets or exceeds any of the identified thresholds, the entire project will be reviewed for substantial regional impact regardless of the timing of phases. If, over the course of the project, the phasing or type of development changes, projects that have previously been reviewed for substantial regional impact will be reviewed again to determine if additional thresholds have been met.

3. Multiple Land Parcels – If parts of the project are located on separate land parcels, the decision whether the project is a single (perhaps multi-phased) development, or actually separate projects should be based on such considerations as whether the separate parcels are owned by the same entity, whether a master plan has been prepared for the overall project, or whether any approvals have been sought for the overall project as a unit.

DEFINITIONS: The following definitions will be used to further identify or describe the types of development that qualify for the thresholds listed in the table above.

1. Attractions & Recreational Facilities means an establishment or set of establishments that provide leisure time recreational or entertainment activities occurring in either an indoor or outdoor setting.
- ~~2. Fuel Storage & Transmission Facilities means facilities used to store gasoline, motor fuel, propane, natural gas or other petroleum products including infrastructure for the transmission or distribution of these fuels.~~
2. Communications, Utilities, and Transmission Facilities means any project that involves the transmission, storage, production, or distribution of fuels or electricity; or any expansion or creation of telecommunication facilities.
- ~~3. Truck Stops means an establishment that provides fuel, parking, and related goods and services to primarily support interstate truck transportation. Such facilities do not include convenience stores that have the primary purpose of selling goods and services to support the traveling public.~~
4. Intermodal Freight Terminals means an area and building where the mode of transportation for cargo or freight changes and where the cargo and freight may be broken down or aggregated in smaller or larger loads for transfer to other land based vehicles. Such terminals do not include airports or seaports or facilities primarily intended for the transfer of people from passenger rail to other modes.
5. Intermodal Passenger Terminals means an area and building where people change transportation vehicles in order to complete a trip. This could include but is not limited to, rail, bus, passenger car, or taxi service.
6. Waste Handling Facility means structures or systems designed for the collection, processing or disposal of solid waste, including hazardous wastes, universal waste, household waste, and includes transfer stations, processing plants, recycling plants, **composting facilities**, , and disposal systems.

7. Wholesale and Distribution means activities within land areas that are predominantly associated with the receipt, storage, and distribution of goods, products, cargo and materials.

Adopted by the Board of Commissioners: _____ / _____ / 2018

Juliana Potter, Chair
CVRPC Board of Commissioners

DRAFT