

SUBDIVISION & PLANNED UNIT DEVELOPMENT SKETCH PLAN

Applicant: Amy Demetrowitz, Champlain Housing Trust, 88 King Street, Burlington VT 05401	Owner: Jan Blomstrann, Peach of Mind Revocable Trust, 222 Deer Pont Road, Charlotte, VT 05445
Applicant’s Architect: Chris Cook, Maclay Architects, 4509 Main Street Waitsfield, VT 05673	Engineering: Kevin Worden, Engineering Ventures PC, 208 Flynn Avenue, Suite 2A, Burlington VT 05401
Co-Applicant: Evernorth, 100 Bank Street #400, Burlington VT 05401	Co-Applicant’s Architect: David Roy, Wiemann Lamphere Architects, 525 Hercules Drive, Suite 2, Colchester, VT 05446
Property Location, Tax Map Numbers, Areas and Zoning District: Located to the east of VT Route 116 between Riggs Road and CVU Road. The property with tax map number 16-20-56.800 has an area of 10.0± acres, has about 333-feet of frontage on CVU Road and about 420-feet of frontage on VT Route 116. The property with tax map number 16-20-56.900 has an area of 32.0±-acres, has about 872-feet of frontage on VT Route 116, about 395-feet of frontage on Riggs Road and surrounds most of the NRG property. Both properties are located in the Village Northeast Zoning District (V-NE). The total area is about 42.0 acres.	

BACKGROUND - The Applicant is requesting a sketch plan approval for a 77-unit subdivision utilizing two undeveloped and unencumbered properties with a total area of about 42.0-acres. The proposed residential units include 8 single family residents, one duplex, 3-six-plex, one-quadplex, and 45 units in eight row housing. This is assuming that the units labeled ‘Handicap Accessible, 1 bedroom unit above’ is two units. Proposed is a community center in the row house development. Proposed is a day care center on the northern most part of the property. These properties are in the municipal water and sewer districts and will require water and sewer allocations from the Town.

These properties were part of past subdivisions. In 2015, there was a master plan for these properties and the other properties owned by NRG at the time. The only current use on these properties is a running trail that is open to the Public, often used by CVU students on their track team.

These properties are located to the east of VT Route 116 between Riggs Road and CVU Road and include a 10.0-acre property and a 32.0-acre property. The 10.0-acre property has a tax map number of 16-20-56.800 about 420-feet of frontage on VT Route 116 and about 333-feet of frontage on CVU Road. The 32.0-acre property has a tax map number of 16-20-56.900 and about 872-feet of frontage on VT Route 116. Both properties are located in the Village Northeast Zoning District (V-NE).

Much of the overall property has natural features that include steep slopes, wetlands, wetland buffers, floodplain, and village stream setbacks. The proposed application appears to avoid most of the features. There are small areas of steep slopes, wetland and wetland buffer that would be impacted. These features make most of these combined properties inaccessible and undevelopable. Because of these features, the proposed development is the master plan and full buildout of these properties as required per Sections 3.1.1 and 4.5.5(3) of the Hinesburg Zoning Regulations (HZR) and Section 3.1.2 of the Hinesburg Subdivision Regulations (HSR).

There are some discrepancies between the narrative and the plans. It is assumed in this report that the plans are what is proposed. The purpose statement for the Village Northeast Zoning District in

Section 3.7 of the HZR requires a mix of uses. The only non-residential use in the proposed development is the proposed day care center. A 2015 master plan for these properties showed a larger amount of non-residential development. In addition, development in the Village Northeast Zoning District requires full use of renewable energy resources. Co-location of energy generation could be used to satisfy a portion of the open space requirements found in Section 5.22.5 of the HZR.

Vehicular access to the proposed development would be from VT Route 116 via Riggs Road and CVU Road. The main road for this development connects Riggs Road to CVU Road. This road is shown on the Official Map and is mentioned as a requirement in the purpose statement for the Village Northeast Zoning District in Section 3.7 of the HZR. Chris Clow of the Vermont Agency of Transportation (V-Trans) informed me in an email that the Applicant will need an approval from their agency. This connector road provides direct access to the proposed eight single family residences and the proposed duplex. There is a looped road that provides access to the proposed eight row-house buildings, which would have a total of 45 residential units, and a proposed community center. There would be a separate access road to the proposed quadplex and three six-plexes. There would be a separate access to the proposed day care center.

The connector road connects two existing Town roadways. The road by the row houses is looped. Emergency vehicles would be able to turn around on these roadways. The access to the three six-plexes and quadplex, and the access to the proposed daycare center need to show how they would provide an emergency vehicle turnaround. The Applicant stated that the proposed connector road would have grades of about 8%. Grades for the other roadways need to be provided.

Proposed pedestrian access would be provided by a proposed eight-foot-wide paved recreation path that would go along the connector road. This path would replace the existing trail. The path is on the east side of the connector road from CVU Road to about midway to Riggs Road. The path crosses the connector road to be on the west side to Riggs Road. The crossing would be near the proposed six-plexes and quadplex. There would be a proposed sidewalk in the area with the row houses that connects in two places to the recreation path. The path ends at Riggs Road. It should connect to the sidewalk adjacent to VT Route 116 at Riggs Road. There should also be a crosswalk to connect to the rec-path on the north side of CVU Road.

According to the Town regulations, per Section 3.7.3 of the HZR, the density in the Village Northeast Zoning District, without density bonuses is 3 units per acre. Current State regulations allow for more density. Under current Town regulations the areas in stream setbacks, which is approximately 8.9-acres for these two properties with a total of about 42.0 acres, would result in an area to calculate base density of 33.1-acres. This would allow for 99-units. The applicant's proposal to have only 77-units would be allowable without any density bonuses. The Planning and Zoning department has been encouraging the Application to consider proposing more units.

The proposed development requires conformance with the Planned Unit Development (PUD) requirements found in Section 4.5 of the HZR. Though the Applicant is required to provide a greenspace coverage calculation per Section 4.5.7(2) of the HZR, there is sufficient floodplain, wetlands, and steep slopes that are to be preserved, that clearly sufficient green space for conformance to this PUD requirement is available. As a PUD per Section 4.5.6(4) of the HZR, the Applicant may request modification or waivers of sections of the HZR. The Applicant has requested the waivers for minimum lot size, minimum lot frontage, and minimum lot depth as required in Table 1 of Section 2.4 of the HZR. The Applicant should check to see if they need a waiver for maximum lot coverage.

The Applicant has requested waivers for less parking as required in Section 5.5 of the HZR, and from having to propose non-residential development. The Applicant should describe a reduction of parking and non-residential development at the hearing. As described above, the 2015 master plan showed more non-residential development than is proposed in this application.

The Hinesburg Official Map shows the connector road that is proposed, a trail leading to the O'Donnell/Donovan property, and a park for a scenic resource, listed as item #33. This park would have some benches and 'interpretive displays', which would identify the village features in the view. The Applicant has identified on the plans the location of this overlook. The Applicant is encouraged to conform to the public open space requirements by placing the amenities of this Official Map feature.

Section 5.22.5 of the HZR requires a public open space with a square footage requirement. This calculates to 17,400 square feet. ((200sf/units*77-residential units) +2,000 for non-residential space). As stated above the Official Map features would be appropriate for such development, and credit for proposing co-location energy generation may be applied to this requirement per Section 3.7 of the HZR. This application appears to conform with Section 5.22 of the HZR by providing sidewalks, recreation paths, street interconnection, and avoiding fragile areas. Additional requirements would include pedestrian connections to the greater village area, providing bicycle parking, providing street trees and streetscape, screening utility and mechanical equipment and providing extra garage setbacks, and maximum 60-foot house setbacks.

The Applicant provided locations for stormwater infrastructure. Full designs will be required at preliminary plat review. The Applicant should discuss at the hearing any proposed lighting. It may be appropriate for some lighting to be placed at the intersections per Section 6.3 of the HSR. The Champlain Valley Union School District has communicated concerns they have regarding sufficient space for more students at the Hinesburg Common School. This may result in some delays in permitting or students from this development may need to go to a different school, like the elementary school in Charlotte.

The sketch plan application was submitted and deemed complete on September 12, 2023. This application includes the required forms and the following documents, which are contained in the document file (16-20-56.800) in the Hinesburg Planning & Zoning office.

- Sketch Plan Submission Narrative dated 09.11.23 (4 pages).
- A modified Hinesburg Official Map highlighting the property location.
- A proposed conditions plan titled 'Sketch Plan Review' by Engineering Ventures, with project number 2203, sheet number 2, and dated 9/5/23.
- An existing conditions plan titled 'Windy Ridge Hinesburg, VT Soils, Archeology' by Engineering Ventures, and figure number 3. The drawing is undated.
- A plan titled 'Site Constraints' by Engineering Ventures, with project number 2203, sheet number 4, and dated 9/5/23.
- A plan simply titled 'Windy Ridge Hinesburg VT' by Engineering Ventures, and with sheet number 5. This plan is undated.
- Two drawings by Maclay Architects titled 'Lands of Wind Energy Associates', with sheet numbers '6' and '7', and dated January 19, 2015. These drawings show a total of 11 photographs of the property.
- From Staff, a drawing by Maclay Architects titled '10. Masterplan', with sheet number 10, and dated January 19, 2015.

- From Staff, an email from Chris Clow of the Vermont Agency of Transportation received on September 14, 2023.

STAFF REVIEW

1. **Classification** – This application is a major subdivision.
2. **Lot Layout** – The Applicant in the narrative mentioned multiple lots, but did not provide a proposed lot layout as required in Section 3.1.1(4) of the HSR. The proposed lots do not need to be surveyed at sketch plan review, just communicated. Proposed lots need to be sequentially numbered.
3. **Waiver Requests** – The Applicant as part of a PUD is requesting waivers for minimum lot size, minimum lot frontage, and minimum lot depth. The Applicant may also need a waiver from the 60% lot coverage. However, these can not be fully evaluated without a proposed lot layout. The DRB is typically very flexible regarding the granting of waivers as part of a PUD. The specifics of the waivers can likely be worked out with staff prior to the preliminary plat review.
4. **Clarification of the overall project** – The plans and the narrative are not consistent. The Applicant should clarify the number of units, how many would be perpetually affordable, etc. at the hearing. There are unlabeled numbers on the single-family residences and the multifamily residences that should be explained at the hearing. This report made assumptions that the plans were the current design.
5. **Phasing** – The Applicant should clarify how the development will be phased and which non-residential or multifamily units, which require site plan and possibly conditional use reviews. A broad overview of the phasing is all that is necessary at the sketch plan review stage. More detailed phasing plans and discussion should happen as part of the preliminary plat review.
6. **Mix of Use** – The Applicant is only proposing to have one non-residential use area in the full buildout of the property. Hinesburg Center 2 is a similar sized project, and proposed three small non-residential lots with a total of 14,800 square feet of non-residential building space. Hinesburg Center 2 got credit for the non-residential development of Hinesburg Center 1. The Applicant would like to have credit for the NRG development, which equates to nearly 70,000 square feet of light industrial building space. Furthermore, even after development of the Windy Ridge project, there will be one more sizable lot to the south of Riggs Road. However, it is unclear whether this lot would be allowed to be developed due to wetlands. It would be helpful to understand the future development potential/plan for this lot, as non-residential development would help ensure that the Windy Ridge project is consistent with the mixed-use vision for the Village Northeast Zoning District (section 3.7, HZR). In the 2015 master plan for the overall area, additional non-residential development was shown on this property.
7. **Road Grades** – The narrative describes the proposed connector road as having maximum grades of about 8%, which is less than the 10% maximum that allows good emergency vehicular service. The Applicant should at the hearing describe the grading for the other roads and shared driveways.
8. **Pedestrian Connectivity** – There appears to be good pedestrian connectivity within the Applicant’s properties. However, there should be a connection between the sidewalk that ends at Riggs Road and the sidewalk on VT Route 116 that ends at Riggs Road to provide pedestrian connectivity to the Village sidewalks. In addition, there should be a crosswalk connection on the north end of the proposed recreation path that connects to the recreation path on the north side of CVU Road.
9. **Conformance to the Hinesburg Official Map (Section 5.22.5, HZR)** – The proposal could accommodate and even build the future community facilities shown on the Town’s Official Map

(e.g., sidewalks, trails, Overlook Park). The Applicant should provide an easement for the trail and overlook, and possibly build some Overlook Park amenities as part of their conformance to the Village design standards found in Section 5.22 of the HZR. For the preliminary plat application, the Applicant should provide a calculation of the required public open space pursuant to section 5.22.5, and what the project proposes on this front. The requirement to provide public spaces to serve as gathering spaces and to take advantage of important views is part of Section 3.1 of the HZR.

10. **Renewable Energy Resources** – The Applicant should describe at sketch plan how they plan to conform to the requirement found in the purpose statement for the Village Northeast Zoning District for the use of renewable energy resources. Co-location of energy generation could be used in this district to satisfy a portion of the open space requirements found in Section 5.22 of the HZR.
11. **Encroachment on Steep Slopes and Wetland Buffer** – The Applicant should quantify the area of impact. It seems relatively small and possibly unavoidable, but the Applicant should provide more detail on this. Particularly for the single unit dwellings on the northern portion of the project.
12. **Traffic Impact Analysis** – To ensure the proposal contains adequate provisions for transportation (section 5.1.6, HSR), the Applicant should provide a traffic impact analysis for the full build out of this project as part of the preliminary plat application. This traffic impact analysis should include the project as well as anticipated traffic from the Haystack Crossing project (both phase 1 and the full master plan) and the Hinesburg Center 2 project. Upgrades to the Route 116, Riggs Road intersection will likely be necessary. Prior to submitting a preliminary plat application, the Applicant will need to coordinate with VTrans and the Haystack Crossing project developer to plan for the necessary improvements – e.g., design, timing, cost sharing.
13. **Housing Types vs. Housing Needs** – The Town recently completed an updated Housing Needs Assessment in June 2023. The proposed affordable housing is very much needed per the assessment. Key finding #7 of the assessment indicates that Hinesburg’s housing stock is out of balance with household needs, in that existing housing tends to be larger and have more bedrooms than what households need. Recommendation #1 of the report is to plan for additional housing with a focus on smaller units (i.e., size and bedroom count) to help diversify the housing supply. The Applicant should clarify the bedroom count of the proposed dwellings, and potentially plan for more one-bedroom dwelling units.
14. **Lighting (Section 6.3 of the HSR)** – The Applicant should describe at the hearing where they propose to place new lighting. Lighting is generally provided at intersections.
15. **Community Center** – The Applicant should clarify at the hearing the use of the community center and who would use it.
16. **Affordable Units** – The Applicant is known for providing affordable housing. At least 8 are required. The Applicant should clarify at the hearing how many affordable units are proposed and where these are going to be located. Section 5.21.4 of the HZR requires that the units be the following:
 - Integrated with the rest of the development
 - No less accessible to public amenities.
 - The bedroom mix shall be similar to the market rate units
 - Shall have the same energy efficiency as the market rate units.
17. **School Capacity (Section 5.1.11, HSR)** – The Champlain Valley School District has indicated that the Hinesburg Community School is approaching its capacity. CVSD previously reported

adequate capacity for new students anticipated from the Haystack Crossing (Phase 1) and Hinesburg Center 2 projects, but likely not for other projects that will generate significant numbers of new students. CVSD is evaluating options to address this known capacity issue, and is in communication with Planning & Zoning Department staff regarding this effort and each new project reviewed by the DRB. This issue should be addressed as part of the preliminary plat review. For that application, the Applicant should submit projections of how many new students the project will generate by grade or school (pre-k/elementary and high school). As a part of the preliminary plat application, the Applicant should also address construction timing – i.e., overall build out and how many new students will be generated each year during the build out. A phasing plan will likely be necessary, and depending on the timing of other development projects and CVSD capacity solutions, the Select Board may need to create an overall limit (for all projects) on how many new homes may be constructed each year. The Town may also work collaboratively with CVSD to create a school impact fee to help offset a portion of any necessary capital improvements.

18. **Municipal Water Capacity (Section 5.18 and 5.1.11, HSR)** – There is currently inadequate municipal water capacity to serve this project; however, this will likely be resolved prior to initial occupancy of the proposed housing. The Town is actively working to connect a new, State-permitted well that will address this issue. The Town Manager indicates that this new well should be online in at least two to three years, likely sooner. This issue should be addressed as part of the preliminary plat review – to include construction timing, a phasing plan, and coordination with the Town.

19. **For Preliminary Plat Review, here are some additional items that would be required:**

- Water and sewer allocation from the Selectboard.
- Coordination with V-Trans and the Haystack developer regarding the Riggs Road intersection.
- Projected school-aged students – overall and per year as the project is built and occupied.
- A professional survey(s) showing lot lines, lot areas, lots numbered in sequential order, proposed utility layout and proposed locatable building envelopes.
- Road profiles showing the proposed grades for all the roadways.
- A design for street trees and streetscape as required per Section 5.22.2(4b&c) of the HZR.
- A plan to satisfy the public open space requirement of Section 5.22.5 of the HZR.
- A design for landscaping conforming to Section 6.5 of the HSR.
- A stormwater treatment and erosion control plans that conform to the requirements of Section 6.6 of the HSR,
- Quantify the amount of greenspace to be provided.
- Location of utility and mechanical equipment, which is required to be located away from street frontage and be well screened.
- Plans with construction details for the overall project.
- Location of on street bicycle parking, one space for every 5 car spaces.
- A maintenance agreement to maintain the roadways, community center, pedestrian paths and sidewalks, and other shared amenities.

Respectfully submitted,

Mitchel Cypes, P.E.
Hinesburg Development Review Coordinator