

WINDY RIDGE 77-UNIT SKETCH PLAN APPLICATION SUPPLEMENTAL STAFF REPORT 1

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 – This application was first heard on October 3, 2023. The Applicant provided additional submittals on the October 3rd meeting. The application was continued to October 17, 2023. The Applicant requested a continuance, which was granted at the October 17th meeting to the November 7th meeting.

NEW SUBMITTALS FROM THE APPLICANT:

- A plan titled ‘Site Plan’ by Engineering Ventures, with EV# 22189, Figure number 2, and dated 2023/10/03. This plan provided additional detail on property line locations, parking, bike parking and wetland buffer boundary information. The plan also shows the connecting road not being built.
- An updated version of the plan titled ‘Sketch Plan Review’ by Engineering Ventures, with project number 2203, sheet number 2, and dated 9/5/23. This plan labeled several features that were not labeled on the original plan and provided a chart listing the proposed residential unit count.
- An updated version of the plan with figure number 3 with better labeling and showing the archaeological site that is not being infringed upon.

NEW SUBMITTAL FROM THE PUBLIC:

- Letter from Kate Kelly on behalf of the Conservation Commission, dated October 1, 2023. The letter states that the project shall conform to the Village Stream Setback requirements (Village Stream Buffer Map included), which was not demonstrated in the application. The letter raises concerns regarding wetland impacts, stormwater control, plant biology, impacts to steep slopes, the projects master plan, application clarity, traffic safety and the timing of when the affordable housing would be built.

- Beth Cellars email from November 3, 2023 regarding the proposed impervious area caused by too much parking.

STAFF COMMENTS & RESPONSES from the July 18th DRB meeting

1. **Classification** – This application is a major subdivision. **The Applicant stated that the proposed development would be the master plan for the two properties.**
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. **The lot layout was somewhat clarified with the updated plans. However, numbering and whether the multifamily row houses would be on their own lots was not provided. Showing building envelopes instead of house sites would also be beneficial.**
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. **A waiver of side yard setback, which is approvable, appears to be needed.**
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. **37 units of the 45 units in the ‘South Meadow Neighborhood’, out of a total of 77 units for the entire development, are proposed to be perpetually affordable. Excluded in the ‘South Meadow Neighborhood’ from being perpetually affordable are the northern 8-units.**
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. **The Applicant was still trying to figure out the phasing. The Applicant stated that there are three different developers, one for each ‘Neighborhood’. All three may start at the same time or not. A better understanding of the phasing should be provided at 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. **This was not discussed at the hearing.**

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. **The Applicant indicated on the plans the proposed road grades, which would be at most 8%. At the hearing there was some discussion about road width and the need for the roadway to connect all the neighborhoods. The DRB expressed the need for this connection. The Applicant discussed the possibility of this connector being a Town road, which the Applicant was encouraged to discuss with the Selectboard.**
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. **The Applicant appeared to be agreeable to the need for these connections. There was also discussion on whether the proposed 8-foot wide recreation path should be on the same side (western) as the proposed single family dwellings on the northern portion of the neighborhood.**
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. **This was not fully discussed at the hearing.**
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. **To meet these requirements the Applicant is considering rooftop solar and community geothermal energy.**
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. **In addition, the Applicant should determine if there is an encroachment to the Village Stream setback.**
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. **This was not discussed at the hearing.**

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. **Some additional information was provided. This was not discussed at the hearing.**
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. **This was not discussed at the hearing.**
15. **Community Center** – The Applicant should clarify at the hearing the use of the community center and who would use it. **The Applicant stated that the proposed community center would be for the 37 proposed affordable units in the ‘South Meadow Neighborhood’. It can not be utilized as public space for conformance to Section 5.22.5 of the HZR.**
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.**The Applicant stated that 37 of the proposed 77 units would qualify as perpetually affordable. Some additional clarification is needed to demonstrate conformance to the above standards.**
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. **This was not discussed at the hearing.**

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. **This was not discussed at the hearing.**

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