WAITSFIELD PLANNING COMMISSION
AGENDA
April 2, 2024 at 7:00 p.m.

THE PLANNING COMMISSION WILL BE HOLDING A HYBRID MEETING. THE PUBLIC MAY ATTEND IN PERSON AT WAITSFIELD TOWN HALL OR REMOTE VIA ZOOM WITH TELEPHONE AND/OR VIDEO ACCESS. THOSE PARTICIPATING MAY SPEAK DURING THE DESIGNATED PERIODS.

To join the meeting remotely, use this link:
https://us02web.zoom.us/j/9190265312
Meeting ID: 919 026 5312
Or call: 1 929 205 6099

Waitsfield Town Office
4144 Main Street
Waitsfield, VT 05673
(802) 496-2218
www.waitsfieldvt.us

1. **CALL TO ORDER / ROLL CALL**
2. **REVISIONS TO AGENDA, IF ANY (5 +/- min)**
3. **PUBLIC FORUM (10 +/- min)**
4. **APPROVAL OF MINUTES – MARCH 19, 2024 (10 +/ min)**
5. **VILLAGE MASTER PLANNING (30 +/- min) AnnMarie/JB**
   - **a.** Submittal Discussion / Interview Questions
   - **b.** Steering Committee
6. **NDA DESIGNATION UPDATE (5 +/- min) JB**
7. **WASTEWATER PLANNING PROJECT UPDATE (10 +/- min) JB/Bob**
8. **2024 WORK PLAN DISCUSSION (20 +/- min)**
9. **PC VACANCY (10 +/- min)**
10. **OTHER BUSINESS (20+/-min)**
    a. CVRPC update (Alice)
    b. MRVPD – Jonathan's appointment
11. **ADJOURNMENT**

Waitsfield Planning and Zoning Administrators Report
Planning Commission April 2, 2024 meeting

5. Village Master Planning (MPG)

On March 22, the Village Master Planning Steering Committee (VMPSC) met for the first time to introduce each other and review the proposed questions. The committee consists of PC members Ms. Harmon and Ms. Cook, along with Sean Lawson, Mac Rood, Brian Shupe, Kaziah Haviland, and either Ira Shadis or Luke Foley of Friends of the Mad River. Included in the packet are updated draft questions for the consultants who will be interviewed for the Village Master Planning project. There are three total submittals: Dubois & King, SE Group and Regrowth Planning. Interviews of all three consulting candidates will be held between April 15 and 16.

The PZA has included the proposal submissions in the packet. Although it will be the VMPSC choosing the project consultant, the PZA wanted to give the full Planning Commission a chance to see the proposals and identify additional questions that might come to mind ahead of the interviews.

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6. Neighborhood Development Area (NDA) Designation

The PZA, Mrs. Harmon and Sam Robinson of the MRVPD attended the meeting of the Downtown Board on March 25 for the review of the Town's NDA designation application for the Irasville Village District and those portions of the Village Residential District not encompassed within the Village Center Designation boundary. After only a couple clarifying questions, the application was approved unanimously! The Board, along with Jacob Hemmerick, congratulated the Town on all its current efforts to modernize the bylaws and install wastewater infrastructure. The relevant portions of Jacob's recommendation packet are included in this packet, along with an official letter of approval and official boundary. A shapefile of the new NDA boundaries has been submitted to DHCD for its Planning Atlas. A courtesy file was also sent to Brian Voigt at the CVRPC.

The NDA designation now qualifies the Town for wastewater design and construction subsidies for Irasville. In addition, the designation's other benefits include: No Act 250 jurisdiction for priority (mixed-income) housing projects; 50% Act 250 fee for all other residential projects; ANR wastewater fees capped at $50; Exemption from land gains tax; Lower off-site prime agricultural soil mitigation ratio of 1:1; No appeals based on character of the area for a municipal conditional use approval determining that a housing project meets the "character of the area"

criteria; Priority recognition by State grant programs; and a 2-year pilot, up to $2M for downtown tax credits.

The NDA designation should be added into the next update of the Town Plan.

7. Wastewater Planning Project Update

The PZA and Mr. Morris have been reaching out to the landowners of the priority service parcels over the last few weeks. The responses have been overwhelmingly positive and verbal commitments have been given for almost 80% of the 65,000 gpd of capacity set to be allocated to priority users! At the March 27 meeting of the engineering team, members will be reviewing vendors for the treatment system. At the April 3 meeting of the project coordination and engineering teams, discussion will focus on easements and connections.

The PZA, along with Robin Morris and the Town Administrator, completed the pre-application for the Northern Borders Regional Commission Catalyst Program which was submitted on March 22. Unlike the simple letter of interest that was required in past years in order to then be "invited" to apply, the program has now frontloaded much of the application work into a pre-application module.

The PZA, along with Robin Morris and Jon Ashley are working on the USDA RD application for submittal by April 12. The PZA and the new wastewater project manager (former Town Administrator Annie Decker Dell'Isola) will be putting together the CDS funding applications for Senators Sanders and Welch. Both CDS applications are due April 8. CDS funding via Rep. Becca Balint has not yet been announced.

On March 25, the PZA, along with the Town Administrator and Sam Robinson of the MRVPD, met with Dave Smith (Capture). The Town is contracting with Capture to create a 3-4 minute video about the project in the run up to the bond vote. Interviews of various stakeholders will be included along with narration and drone footage. The video is being paid for by a $5,000 grant obtained by Sam from VNRC.

There are only 77 days to the bond vote as of this writing! The one-page project flyer is again included in the packet. Make sure to tell your friends and neighbors to get out and vote!

The Town website page for the project has been updated and can be found here.

The story map page is online! Visit that page here.

8. <u>2024 Work Plan Discussion</u>

The PZA has included the last work plan from 2022. Members should begin discussion on other items to look at it in the upcoming year. Great work on all the accomplishments PC!

9. <u>PC Vacancy</u>

The PZA has not yet published the PC vacancy advertisement. Carrie Zeno, who attended last week's meeting, will be submitting a letter of interest to the Selectboard. *The PZA recommends that the Board vote to appoint Carrie to fulfill the seat vacated by Kevin Anderson – a 2-year term which would expire in March 2026.*

10. <u>Other Business</u>

The PZA and Chair will be working on a work plan for the PC for the coming year. If you have any input on what should be included, please reach out to Mr. Ursprung. Review of the last work plan (2022), reveals that the Board has accomplished everything on that list with the exception of working on any potential stormwater projects with Friends of the Mad River.

Upcoming trainings/webinars:

<u>An Introduction to Vermont's Rare, Threatened, and Endangered Plants</u>

Did you know that the Vermont Natural Heritage Inventory maps and monitors about 600 rare and uncommon plant species across the state? Join State Botanist Grace Glynn for a fun glimpse into some of our rare plants, where they're found on the landscape, and the ongoing work to conserve them. Learn more about what towns can do to better protect these important pieces of our state's natural heritage.

Presenters:

Grace Glynn, Botanist, VT Fish and Wildlife Department
Jens Hilke, Conservation Planner, VT Fish and Wildlife Department
Repeat sessions of this webinar will be offered on the following two dates:

Session 2: Tuesday, April 16th, 2024, 10:00 – 11:00 a.m. Register here.

<u>Using BioFinder 4.0: A step by step introduction to using this updated webmap</u>

The BioFinder website is an online map and database that allows users to explore the patterns of habitat distribution that most impact Vermont's biodiversity. It hosts the Vermont Conservation Design data – all components of a complete vision for maintaining ecological function to secure our natural heritage for future generations. The Biofinder website was just updated to BioFinder 4.0 and while the functionality is nearly identical to the previous version, now is the perfect time to learn how to better use this multi-faceted tool. Join us and improve your skills in using BioFinder. This webinar will focus on the functionality of the webmap itself. To learn more about the data behind the maps displayed on BioFinder, be sure to join an upcoming "Understanding Vermont Conservation Design" webinar.

Presenters:

David Moroney, Conservation Planning Specialist, VT Fish and Wildlife Department
Jens Hilke, Conservation Planner, VT Fish and Wildlife Department
Repeat sessions of this webinar will be offered on the following three dates:

Session 2: Thursday April 11th 2024, 11:00 a.m. - 12:00 p.m. Register
Session 3: Tuesday, May 14th, 2024, 11:00 a.m. – 12:00 p.m. Register

Understanding Vermont Conservation Design: The data behind BioFinder

Vermont Conservation Design is the data and the vision that powers the BioFinder website. It is a prioritization tool that identifies the lands and waters most important for maintaining Vermont's ecologically functional landscape – one that conserves current biological diversity and allows species to move and shift in response to climate and land-use changes. Vermont Conservation Design allows users to see patterns in Vermont's forests and waterways, and identify the places that connect both into a functional network. The Design was just updated with new landscape scale components and Wildlife Road Crossings. It now features more accurate edges of the habitat blocks, that allow for a better understanding of the pattern and network of connected forests. Join us to learn more about this important conservation science.

Presenters:

Jens Hilke, Conservation Planner, VT Fish and Wildlife Department
David Moroney, Conservation Planning Specialist, VT Fish and Wildlife Department
Repeat sessions of this webinar will be offered on the following three dates:

Session 2: Thursday, April 4th, 11:00 a.m. - 12:00 p.m. Register
Session 3: Tuesday, April 30th, 2024, 11:00 a.m. – 12:00 p.m. Register

Resilient Rivers: Good for fish and people

Fish and other aquatic organisms face threats from development as well as increasing frequency and intensity of floods and droughts and rising temperatures. Restoring rivers to natural conditions will help ensure the long-term survival of aquatic organisms, and has co-benefits for water quality and flood resilience. This talk will highlight three areas where municipalities can help protect aquatic habitats: forested riparian areas, aquatic organism passage, and log jams. Join VFWD Aquatic Habitat Biologist Will Eldridge to learn how allowing rivers to function naturally where it is safe to do so is more effective and more sustainable in the long run.

Presenters:

Will Eldridge, Aquatic habitat Biologist, VT Fish and Wildlife Department
Jens Hilke, Conservation Planner, VT Fish and Wildlife Department
Repeat sessions of this webinar will be offered on the following two dates:

Session 2: Tuesday, April 9th, 2024 1:00 – 2:00 p.m. Register

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Respectfully submitted,

J.B. Weir

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, March 19, 2024

Draft

Members Present: Beth Cook, Bob Cook, Emma Hanson, AnnMarie Harmon, Alice Peal, Jonathan Ursprung
Staff Present: JB Weir, Planning and Zoning Administrator
Others Present: Christian Meyer (CVRPC), Will Pitkin (CVRPC), Carrie Zeno

II. Regular Business.

1. Call to Order

The meeting was called to order at 7:00 pm by Alice. The meeting was held in person at the Town Offices and remotely via Zoom.

2. Review agenda for addition, removal, or adjustment of any items.

No adjustments were made to the agenda.

3. Public Forum.

Nobody present requested time to address the Commission.

4. Annual Reorganization

MOTION: Jonathan accepted a nomination to serve as Chair, and was elected unanimously.

MOTION: AnnMarie accepted a nomination to serve as Vice-Chair, and was elected unanimously.

MOITON: It was agreed to suggest that the Selectboard appoint Jonathan to the MRVPD as Waitsfield's PC representative.

MOTION: A motion to reaffirm the first and third Tuesdays at 7 pm at the Waitsfield Town Office as the regular PC meeting times and place was approved unanimously.

MOTION: A motion to designate the Valley Reporter as the newspaper of record and designate the Town Office, Town Website, Waitsfield Post Office, and Village Grocery, as locations for posting PC information passed unanimously.

There was some discussion regarding initiating the use of Front Porch Forum for posting PC agendas and other information going forward, but no decision was finalized regarding this.

5. CVRPC Presentation

Christian Meyer explained some of the background behind CVRPC's review of the recently adopted Town Plan, and what steps can be taken to ensure compliance with the areas of the Plan that do not yet meet the state standards for required elements. Two specific areas he mentioned were the provision of child care, which he explained is important to residents for various reasons, and the inclusion of a transportation map. It was discussed that the map should include public parking, bike paths, transit routes (even those that are seasonal), trails, scenic routes (including the Mad River Byway), airports, and EV charging stations. It was discussed that services such as Free Wheelin' might also be included.

Christian noted that CVRPC is available to assist with items such as the map or other aspects that need to be worked on, in order to have the update completed by the four-year mark. He then reviewed some of the goals outlined in the Plan, asking what assistance the RPC might provide in implementing the Plan through the goals.

There was some discussion whether the next update will be an amendment and only approved for four more years, or if more of the plan will be revised and be a full revision for eight years. JB pointed out that there are several sections of the Plan that were not revised in the most recent iteration, and that would likely benefit from a review as these other changes are incorporated.

The following were mentioned as topics for which the RPC is either currently providing or might potentially provide assistance:

- Public engagement – PC members noted that several big projects are underway which necessitate much interfacing with members of the public; Christian will look into what resources he might be able to provide.
- Upcoming trainings and webinars are typically included by JB in the PC meeting packets, two of note are a VLCT Open Meeting Law training and the Act 250 presentation from CVRPC.
- CVRPC is assisting with the update to the Emergency Management Plan, and is available for consultaation when work begins on fluvial erosion.
- Hazard Mitigation and matters related to the new FEMA maps that will be published are also within the RPC's purview; flood hazard bylaws and references to appropriate maps in the Town Plan will need to be updated.
- Conformance with the regional enhanced energy plan may require some work.
- As the Regional Plan update is solidified, there will be aspects that impact work on municipal plans as well.
- Work on approval of Act 250 tiers is ongoing, with involvement of both the Natural Resources Board and the RPCs anticipated; implementation, if the proposed legislation passes, will be several years away.
- Seasonality of the local economy, energy resilience, the current RPC survey regarding greenhouse gas emissions reduction, Downstreet as a worthwhile housing contact, Barre's current work on infill analysis, homelessness and an aging population, home/health equity, Winsooki Basin non-regulatory water quality projects, and potential for simplification of the ACCD's neighborhood designation programs were all mentioned as well.

6. Village Master Planning

Submittal Update – AnnMarie noted that three excellent proposals had been received, from DuBois & King, Regrowth Planning, and SE Group. A draft of the proposed questions to be used in the interview process had been included in the meeting packet, and these were reviewed and suggestions for additional questions/refinements were offered by members of the PC. It was agreed that Bob had raised an important point regarding including some emphasis on commercial and mixed use properties rather than focusing primarily on housing, and that related questions should be part of the interview. It was noted that all three consulting firms have staff with wetlands expertise; Alice proposed that a question regarding familiarity with the State's wetlands mapping efforts and the Winooski Basin Plan be included. In response to a question from AnnMarie, some visions for the Irasville area were mentioned, including attractiveness and cleanliness, walkability and connectivity,

and traffic calming. JB noted that the Skatium has some ambitious plans underway, and that representatives from that organization should be part of the conversation. AnnMarie will have an updated draft of interview questions available for review at the April 2 PC meeting.

Steering Committee – Alice suggested that the committee include representation of elderly or other housing needs, mentioning that the Mad River Community Fund might be an appropriate party as they receive requests for housing assistance. AnnMarie explained that the Committee has been established, but that Community Fund representative(s) would be invited to present at a meeting. The committee members are Kaziah Haviland, Sean Lawson, Mac Rood, Beth Cook (PC), Brian Shupe (Selectboard), and either Ira Shadis or Luke Foley to represent Friends of the Mad River.

7. NDA Designation Update

JB reported that Jacob Hemmerick felt that Waitsfield's application was in great shape, and that they are on the agenda for Downtown Board review/approval on March 25. AnnMarie and Jonathan both indicated that they would be available to attend the Board's review, as at least one PC member needs to be present.

8. Wastewater Planning Project Update

Bob explained that the main focus of the committee is currently on public outreach, with public support being expressed by many of the impacted property owners. A flyer and story map are currently available to provide information about the project, and a mailing will also be taking place. An engineering meeting is scheduled for March 20.

9. Approval of Minutes

The minutes of February 20, 2024 were amended and approved.

10. PC Vacancy

JB explained that he had edited a previous posting used to advertise a PC vacancy, including an update to the current PC activities. Nobody had any further edits to suggest. Carrie expressed her potential interest in applying for the vacant position.

11. Other Business

Act 250 Update – JB outlined some of the potential implications for Waitsfield should the bill currently under review by the Legislature is enacted. Alice noted that there are folks at the RPC that are concerned that the onus for resource protection will be placed on the towns if Act 250 is watered down to any great degree through the proposed Tier approach.

12. Adjournment

The meeting adjourned at 9:00 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary

Interview Questions for Village Master Planning Project 3/26/24

1. Does our schedule seem reasonable?
2. Is there anything you would change about the project?
3. What does your schedule look like? Can you work on our project at the same time?
4. What is your perspective on constructed marshes and wetlands?
5. Goal of this project is to think differently about design and planning. By explicitly taking ecology as the basis of design, we can vastly diminish the environmental impacts of everything we do. Can you provide some examples of your past master planning that worked with the environment?
6. Have you had the chance to review any of our past master plans? Can you identify anything that you would do differently?
7. Have you led a community charrette before? How did it go?
8. Can you provide an example of using environmental criteria for influencing the master planning process?
9. Can you provide an example of a project your firm completed that in the end brought the community together? What was the most meaningful change that was created in the community?
10. “Vibrant Villages” and “Healthy Waitsfield” together is the Planning Commission’s vision for a future downtown Irasville. This project is the third part of a three part planning process: 1) By-law modifications; 2) Wastewater design and 3) Master Planning. How would you approach this project with this understanding?
11. Do you have experience specifically with infill development?
12. What would be your approach for the master planning project with regard to the wetlands?
13. What would be your approach with regard to balancing housing needs with commercial needs?

For Regrowth:

1. What is your familiarity with the WW project?
2. Both SE Group and D&K are deeply familiar with Irasville. Can you describe your familiarity with Irasville?

For SE Group:

1. Your environmental wetland scientist is certified in NH. Does that matter? Does he live in NH?

2. The first part of the project will be the study of the wetlands and a design for their enhancement and incorporation into potential future infill projects. What experience does your team of an environmental planner, an associate landscape architect and a landscape designer have working together on such a design project?

For DuBois & King:

1. It looks like everyone on the team you selected are environmental planners, landscape architects and designers and engineers. Who on the team has had experience with the master plan of a small municipality?

STATEMENT OF QUALIFICATIONS FOR IRASVILLE VILLAGE MASTER PLAN

Prepared for:
The Town of Waitsfield

SE GROUP

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The Town of Waterville Valley is small, but highly influenced by its setting near the Waterville Valley Resort and the White Mountain National Forest. These recreation and tourism influences make planning very complex with a large number of seasonal residents, visitors and guests. Recognizing this, SE Group prepared a public engagement strategy that sought insight from this broad constituency. Using stakeholder meetings, online surveys, public open houses, informational booths at special events and interactions with the Planning Board, a significant amount of insight in community attitudes and opinions was captured. SE Group did a terrific job of encapsulating the community attitudes and opinions in ways that illustrated unique challenges and opportunities for the community.

-Mark Decoteau, Town Manager
Waterville Valley, NH

March 15, 2024

Town of Waitsfield
Attn: JB Weir, Planning & Zoning Administrator
4144 Main Street
Waitsfield, VT 05673

Dear Selection Committee members,

We are pleased to provide you with our submittal for the Village Master Plan for Irasville RFQ. Our team is deeply familiar with the planning challenges and opportunities present in Irasville. We recently assisted the Waitsfield Planning Commission with a successful year-long process to modernize zoning bylaws for the Town's village areas. This project was dubbed the Vibrant Villages Initiative to help spotlight the goals identified for the Town's village identified in the Waitsfield Town Plan for increasing housing options, walkability, and overall vibrancy in alignment with plans to create a community wastewater system. We are excited by this potential opportunity to continue to assist the Town with this logical and critical next step in this initiative.

To this partnership, we would bring decades of experience in municipal planning in Vermont, as well as a national perspective informed by our work with small resort communities in Colorado and other western states. Our team includes community planners, landscape designers, and Certified Wetland Scientists. Some recent examples of our work with Vermont communities includes:

- Guiding the Town of Essex through the development of a comprehensive Town Center Master Plan covering infill development, pedestrian connectivity, and environmental resources.
- Assisting the Town of Waterbury to prepare 3D visuals displaying the impact of proposed zoning bylaw changes for their downtown area and integrating these visualizations into a thorough community engagement approach.
- Working with the Town of Lyndon to develop a streetscape improvement plan for the Route 5 corridor through downtown Lyndon that identifies strategies and designs for improved pedestrian connectivity, public space activation, stormwater management, and beautification.

Through this diversity of experience, we are deeply qualified to assist the Town with evaluating potential pathways for future infill development and pedestrian connectivity in Irasville in ways that are respectful of its sensitive natural setting. We appreciate the deep commitment to public engagement laid out in the RFQ and will be an enthusiastic strategic partner in bringing in Waitsfield residents to each step of the planning process.

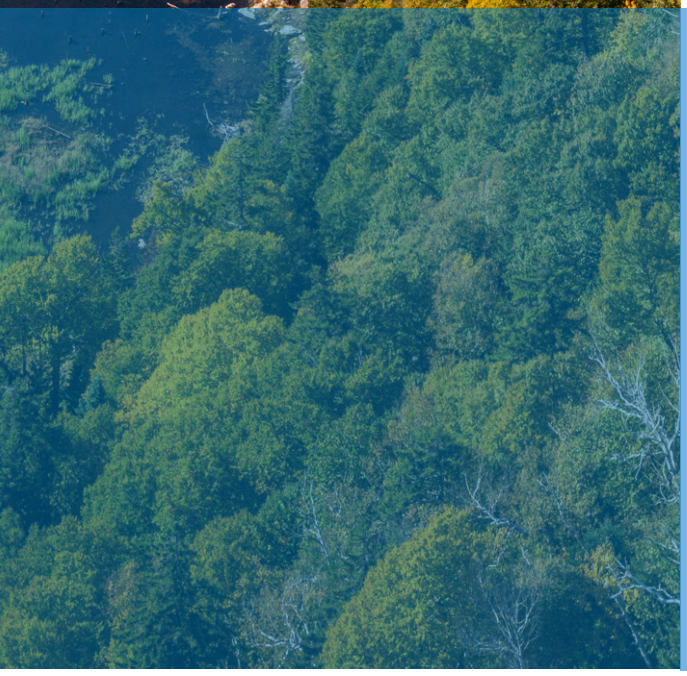
SE Group confirms that we have the necessary resources and capacity to fulfill the requirements of the project outlined in this proposal. Our team is available to begin work on the project immediately upon receipt of a signed contract and any necessary project specifications.

Sincerely,

SE Group

Alex Belensz | **Primary Contact**
Project Manager | Associate Analyst & Planner
abelensz@segroup.com | 802-862-0098

Mark Kane | **Director**
Community Planning
mkane@segroup.com | 802-881-1989



QUALIFICATIONS & STAFFING

SE GROUP

The Value of Experience.

SE Group's corporate entity was formed in 1958 as the first company established for the sole purpose of designing ski resorts, including the consideration of how regulatory factors influence—and are affected by—ski area design.

Since that time, our company has evolved to include comprehensive community planning, environmental and land-use planning, multi-season recreation and trails planning, community planning and design, parks and open space planning, and public lands cooperative planning for natural areas, rural communities and recreational development.

Through the years, we have become leading experts in working with communities in attractive and sensitive environments where short-term choices have profound long-term effects. We bring that experience to our clients, and to every planning project.

We work in rural & mountain communities, where growth pressures, the protection of natural resources, and housing affordability shape priorities and decision-making.

Planning Experts for Rural & Mountain Communities

Our work is focused on rural communities—often surrounded by public lands, established tourism and resort destinations, and where outdoor recreation is an economic driver. Growth in outdoor recreation has brought growth in both visitorship and new residents to communities in some of our country's most beautiful locations. Irasville—as the crossroads of the Mad River Valley and with its proximitatey to Sugarbush and Mad River Glenn—is a popular area for tourists, and an increasingly desirable residence to those who value natural beauty and recreational opportunities. With such growth careful and thoughtful analysis and planning is imperative. We work with many communities to navigate the complex decisions that are required to forge a future that will continue to support economic vitality and a high quality of life. We provide plans that are pragmatic, sustainable, and implementable, while making sure each community we work with feels a stronger sense of place, connection and pride.

Team Introduction

We help communities reimagine their future. Our integrated planning and design services identify opportunities for communities to grow and thrive in profound ways. Our work is informed by our national experience but is always rooted in local knowledge and close collaboration with our clients. As a trusted partner, we consider the environmental, social, and economic factors of a project – the whole picture. The value of our experience goes far beyond the know-how we've gained from thousands of projects. The real value is the wisdom that comes with it, and our proven ability to find opportunities in rapid and continuous change. We bring that experience to our clients and to every project.

Our work includes:

- Comprehensive & Community Master Planning
- Subarea and Corridor Master Plan
- Affordable Housing Planning & Analysis
- Grant Program Planning
- Suitability Modeling and Land Use Mapping
- Community Engagement & Visioning
- Site Planning & Design
- Environmental Planning
- Outdoor Recreation Planning & Design
- Landscape Design & Architecture
- Connectivity & Mobility Planning
- Market Analysis & Economic Development
- Branding & Wayfinding Systems
- Project Management
- Recreation Planning & Design
- Landscape Design & Architecture
- Connectivity & Mobility Planning
- Market Analysis & Economic Development

Mark Kane
Principal-in-Charge

Alex Belensz
Project Manager

Julia Randall
Planner

Hannah Loope
Associate Landscape Architect

Tucker Gordon
Environmental Planner & Certified Wetlands Scientist

Margaret Carlin
Landscape Designer

Full resumes of our team members can be found on p. 24

Engagement & Outreach is Our Expertise

Our approach to equitable and attentively curated engagement is the product of decades of engaging with the communities we serve. We understand that each community requires a distinct approach to engagement, and we offer a full menu of virtual and in-person engagement opportunities to satisfy the needs of our diverse client base. We embrace the idea of providing more than the standard open house by providing mechanisms to uncover the voices of the unheard and unrepresented, often through targeted outreach and "outside the box" strategies. We prioritize drawing parallels between group interests to achieve a unified vision with decision-making criteria which comes directly from community input. We have learned that finding shared values and perspectives is essential—these are what help align priorities within a community and enable to move it forward. We also know that this is not always an easy task. Building an engagement process that enables robust community dialogue is paramount.

WE PROVIDE

- Consistent and transparent communication with staff & elected officials, stakeholders, and the public
- Engagement materials including interactive maps, meeting flyers, and surveys—just to name a few!
- Impactful and easy to use Project Websites
- Meeting-in-a-box opportunities
- Specially tailored focus groups and stakeholder discussions to develop and verify community needs
- Mapping and graphics to identify and support findings
- Illustrations and Infographics to communicate data and results

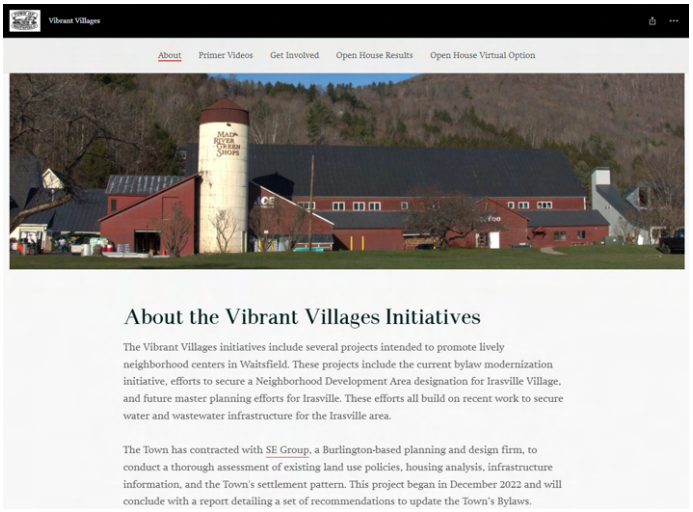
MEETING PEOPLE WHERE THEY ARE AT

What does it mean to "meet people where they are at" and why is it so important to us? In our experience, community engagement yields the strongest results when the process is brought to the people. Most people are passionate about their community in one way or another, but may avoid participating in traditional public input processes for a variety of reasons. We love to find those local spots when we can engage with a broad cross section of the community at events or as they go about their daily business.

SE GROUP STORY MAPS

A story can effect change, influence opinion, and create awareness—and maps are an integral part of storytelling. SE Group uses StoryMaps to give your narrative a stronger sense of place, illustrate spatial relationships, and add visual appeal and credibility to your ideas.

During SE Group's work with Waitsield Village and Irasville Village to modernize their bylaws to support economic and housing vitality, known as "Vibrant Villages", SE Group leveraged the StoryMap platform to inform the community of the project details and goals, distribute project updates, notify the community of public engagement opportunities, post Open House boards and poll results, along with the opportunity to participate in a virtual Open House. Using StoryMaps allowed more community members to be involved in the process, which creates a more informed and meaningful outcome.



StoryMaps & Public Engagement

SE Group uses ESRI StoryMaps to gather public opinion, encourage citizen involvement, and propel a data-driven approach to problem solving —providing a more collaborative and inclusive process when shaping the vision of a community.

A StoryMap website not only provides a portal for accessing surveys, important public meeting details and information, but also serves as a public bulletin board to communicate the results of these efforts and to keep the community informed as the project progresses and evolves. The StoryMaps platform encourages innovation and allows us to think of interesting, accessible, and engaging ways to present complicated spatial data, dense survey results, and intricate planning processes.

Stakeholders use our websites to learn about planning projects, explore interactive maps, view recommendations and designs spatially, and provide review as the process develops.

EXPERIENCE WITH COMMUNITIES LIKE WAITSFIELD HAS TAUGHT US:

Great communities know who they are.

They have a vibe and character that defines why people live there. Their uniqueness and authenticity are essential to their being. We know that great long-term plans are built by focusing on what brings a community together.

Just as no two communities are alike, no two community planning projects are alike.

We listen and work closely with clients to tailor the approach that makes the best sense for their community, customizing our processes and public engagement efforts, accordingly.

The best processes balance the interests of people, property, and place.

Doing this takes deep listening, experience, and a highly thoughtful approach that examines multiple scales of decision-making: long and short term, fine and large grain, local as well as regional.

Planning is about pragmatism wrapped around a clear vision.

We work with communities to develop and communicate that vision in a clear, inspiring way. Compelling graphics, clear maps, succinct policies, and easy-to-use documents are hallmarks of SE Group's work.

We've had the distinct honor of working with the following Vermont communities and regions:

- Waitsfield
- Waterbury
- Montpelier
- Lyndonville
- Essex Junction
- Burlington
- Enosburgh
- East Hardwick
- East Burke
- Vernon
- Northfield
- St. Albans
- Chester
- Richmond
- Montgomery
- Newport
- Mount Ascutney Regional Commision
- Mad River Valley Planning District
- Northeastern Vermont Development Association

RELEVANT PROJECT EXPERIENCE

The table below is a list of recent relevant projects that showcase the project team's experience as it relates to this plan. Full project descriptions of select projects are provided on the following pages.

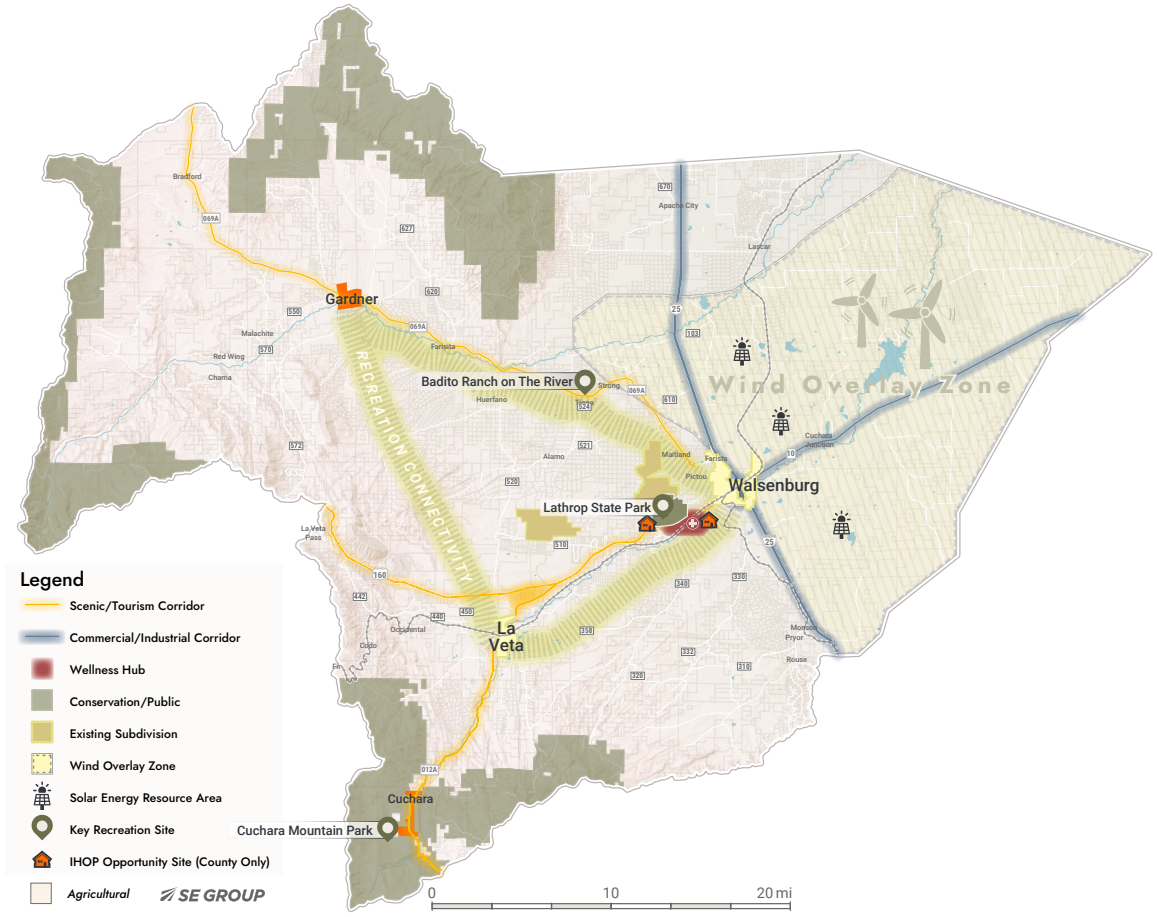
	Project Features					
	Master Planning	Community Engagement	Natural Resource Planning	Housing	Active Transportation	Scenarios & Opportunities
PAST PERFORMANCE PROJECTS (WITHIN THE LAST 10 YEARS)						
Town of Waitsfield Bylaw Modernization, VT		●	●	●	●	
Town of Waterbury Bylaw Modernization, VT		●		●	●	●
Essex Town Center Master Plan, VT	●	●	●	●	●	●
City of Montpelier Downtown Core Master Plan, VT	●	●	●	●	●	
Enosburgh Falls "Vital Village" Master Plan, VT	●	●		●	●	
Town of Lyndon Route 5 Corridor Master Plan, VT	●	●	●	●	●	●
Town of Conway Master Plan, NH	●	●	●	●	●	
Mad River Valley Active Transportation Plan, VT	●	●		●	●	

References

PROJECT	CLIENT	CONTACT
Chester Village Center Master Plan	Chester Village	Julie Hance Town Manager jhchester@vermontel.net 802.875.2173
Enosburg “Vital Village” Master Plan	Northwest Regional Planning Commission & Town of Enosburg	Greta Brunswick Senior Plannger gbrunswick@nrpcvt.com 802.524.5958 x16
Town of Waterbury Bylaw Modernization	Town of Waterbury	Neal Leitner Planning Director nleitner@waterburyvt.com 802.244.1018

VISUALIZING CHANGE

Future Land Use Map

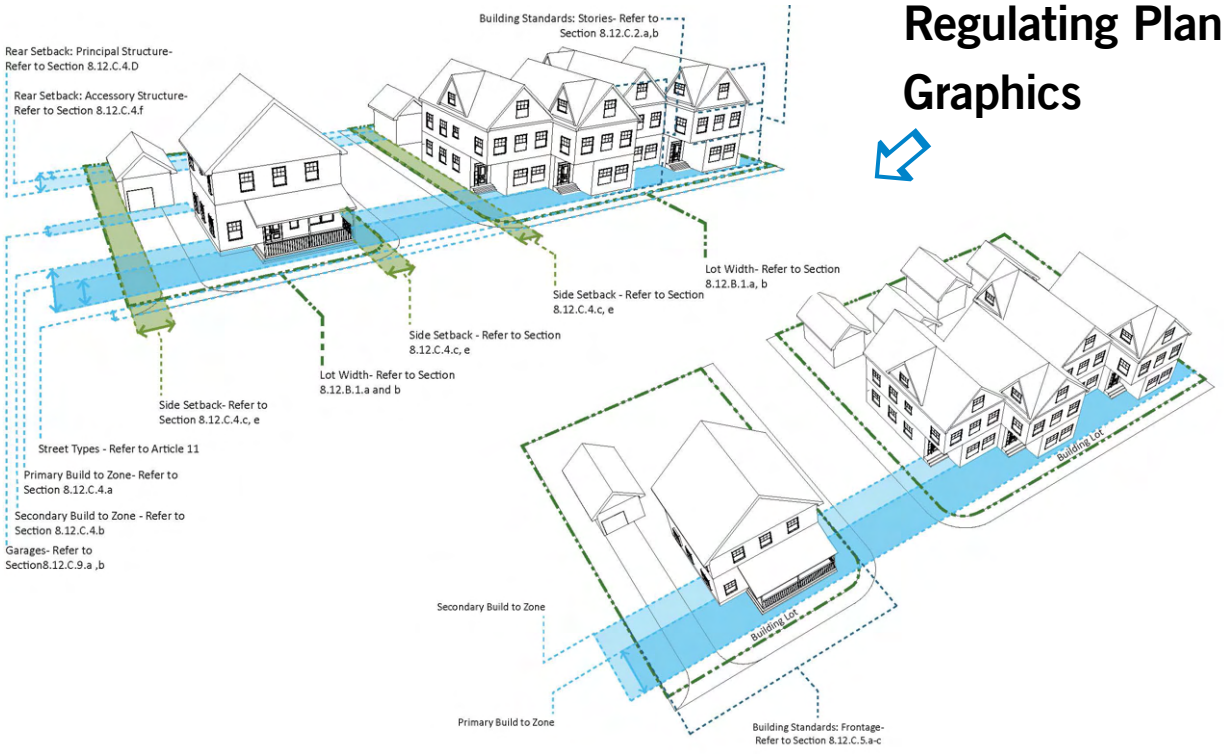


Massing Model

Massing Study

Rendered Image

Regulating Plan Graphics

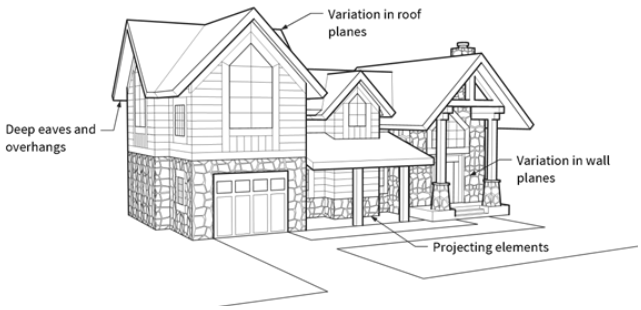


Rendered Images

Design Standards User Guide

Animating Features, Projecting Elements and Architectural Detailing

Development should provide a variety of architectural elements that "animate" the building and are features generally found within the Frisco community that help define the appropriate design character for Frisco. Providing animating features, projecting elements and architectural detailing will further preserve and strengthen the small mountain character of Frisco.



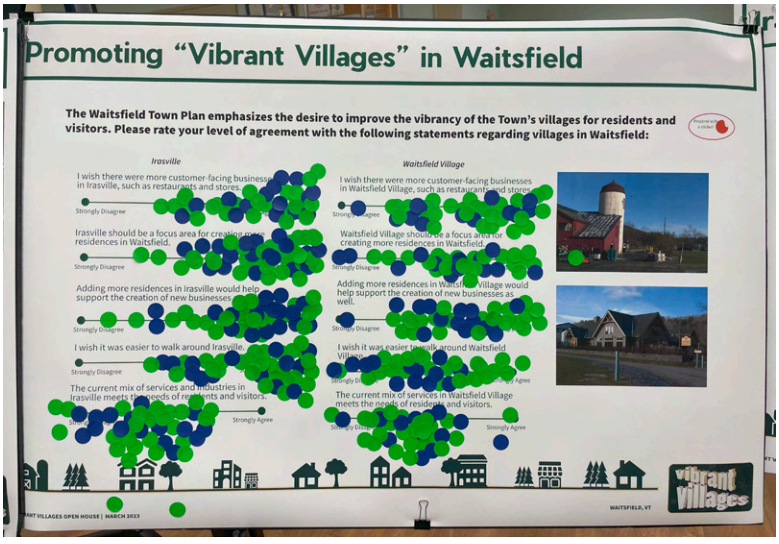
Regulating Plan Graphics

Town of Waitsfield Bylaw Modernization

Waitsfield, Vermont

SE Group recently assisted the Town of Waitsfield with updating zoning bylaws to align with Town Plan goals for village revitalization, housing development, and pedestrian connectivity. This project focused on evaluating permitted land uses, lot sizes, dimensional standards in Waitsfield Village and Irasville. The Irasville village area, with its mix of shopping plazas, residences, and critical wetlands, was a particular focus for this work.

Working closely with the Waitsfield Planning Commission, we began this project with a site visit and thorough analysis of existing land use patterns, local and regional housing needs, and existing land use regulations. To support our public involvement process, we developed an engaging project website with educational information about the purpose and impact of zoning regulations and the Waitsfield Town Plan. As the project progress, this website was updated with educational videos narrated by Planning Commission members. A well-attended open house event provided critical input on initial strategic priorities identified by the project team. As the project progressed, high-level needs were distilled into specific proposed bylaw revisions through a series of iterative work sessions with the Planning Commission. The final series of proposed bylaw revisions were subsequently adopted by the Town of Waitsfield Selectboard. A final project memorandum included additional recommendations for potential bylaw revisions and pedestrian connectivity improvements.



Town of Waterbury Bylaw Modernization

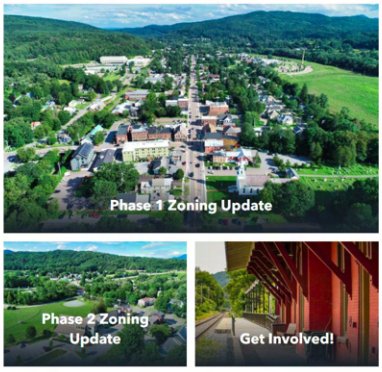
Waterbury, Vermont

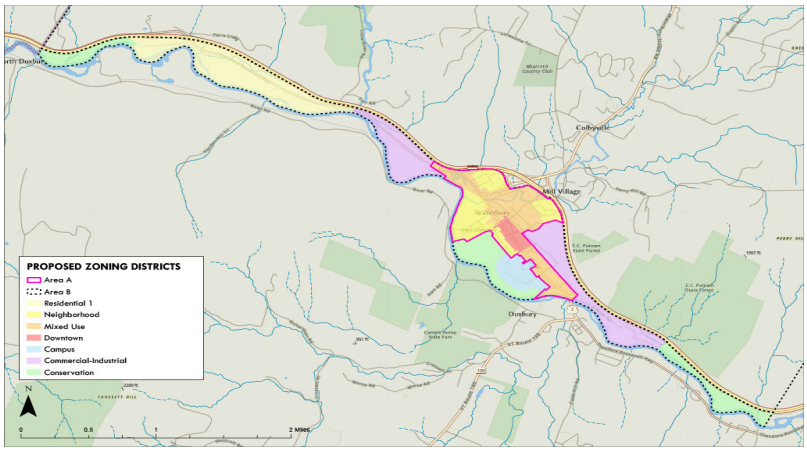
We worked with the Town of Waterbury to update their Unified Development Bylaws (UDBs), which dictate zoning regulations for the town. These updates sought to unify the Town and former Village of Waterbury by promoting economic vitality and increased housing in this vibrant community. Waterbury Village used to be a separate municipality with its own bylaws. Now combined with the Town, these bylaws were required to be updated to better integrate with the Town's bylaws, while also reflecting the desired uses, densities, and dimensional standards in the vibrant village core.

The goals of Waterbury's Bylaws Update project were to:

- Be more clear, understandable, and user-friendly to all
- Be adaptable for existing, new, and expanding uses across the town zoning districts
- Allow for increased downtown density to support local housing needs
- Facilitate strategic commercial, industrial, and mixed-use development
- Protect the scenic and natural resources of the rural districts

We conducted two open houses in Waterbury to show the proposed changes in the bylaws and gather feedback from the community. Massing models of the dimensional standards were created for all zone districts, giving community members a sense of how future buildings would look on lots changed by the zoning.

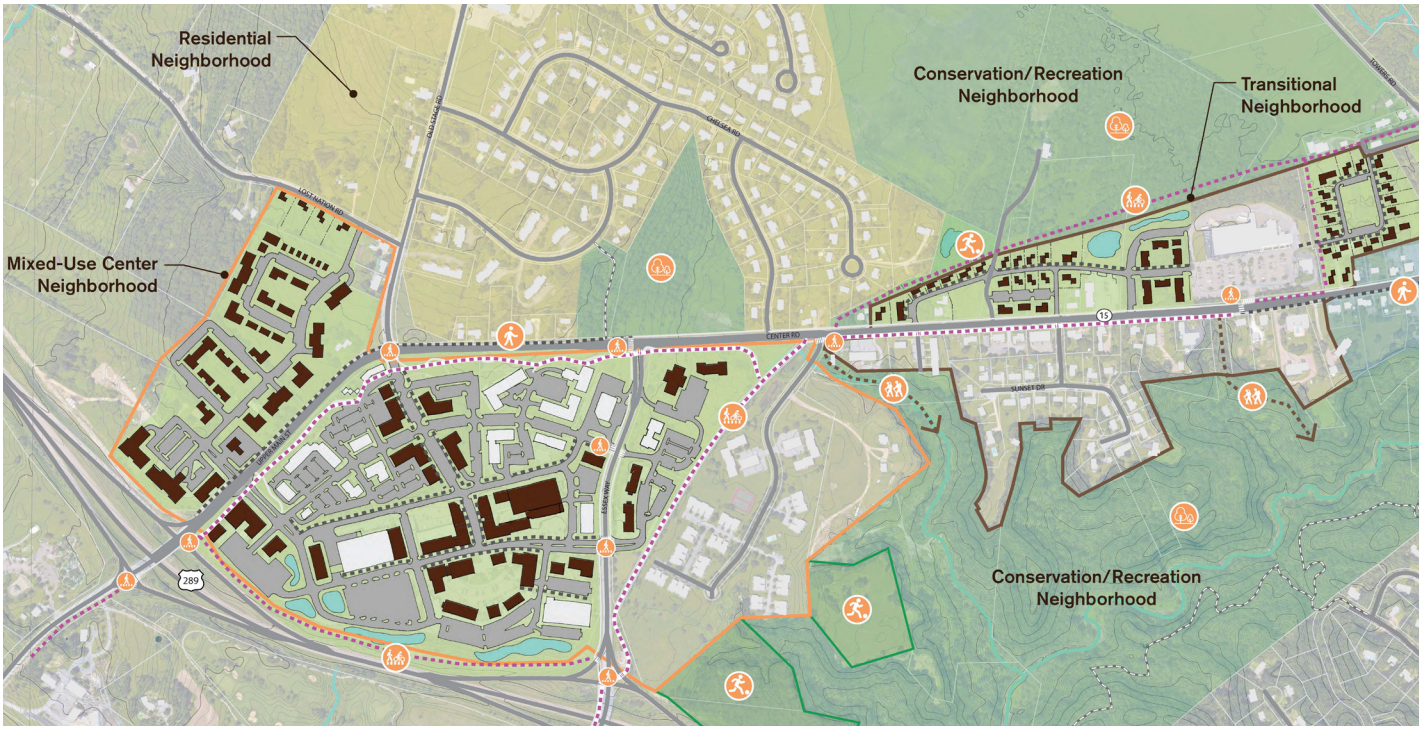




Essex Town Center

Essex, Vermont

In 2016 SE Group started working with the Town of Essex on an updated version of its Town Center Master Plan. SE Group led a community-based Steering Committee and sought focus from the public on what the vision for this area should be. In a location dominated by large retailers and relatively poor mobility, the public's concerns were varied, but architectural character and connectivity were the two most pressing. As this project has evolved, SE Group began exploring how form-based code might provide guidance to the evolution of the ETC as it is known. SE Group prepared buildout analyses and conceptual design plans that explored a vision and provided recommendations on specific form-based code elements (public realm, open space types, building types, street typology) that the Planning Commission is just beginning to digest into a workable regulatory model.

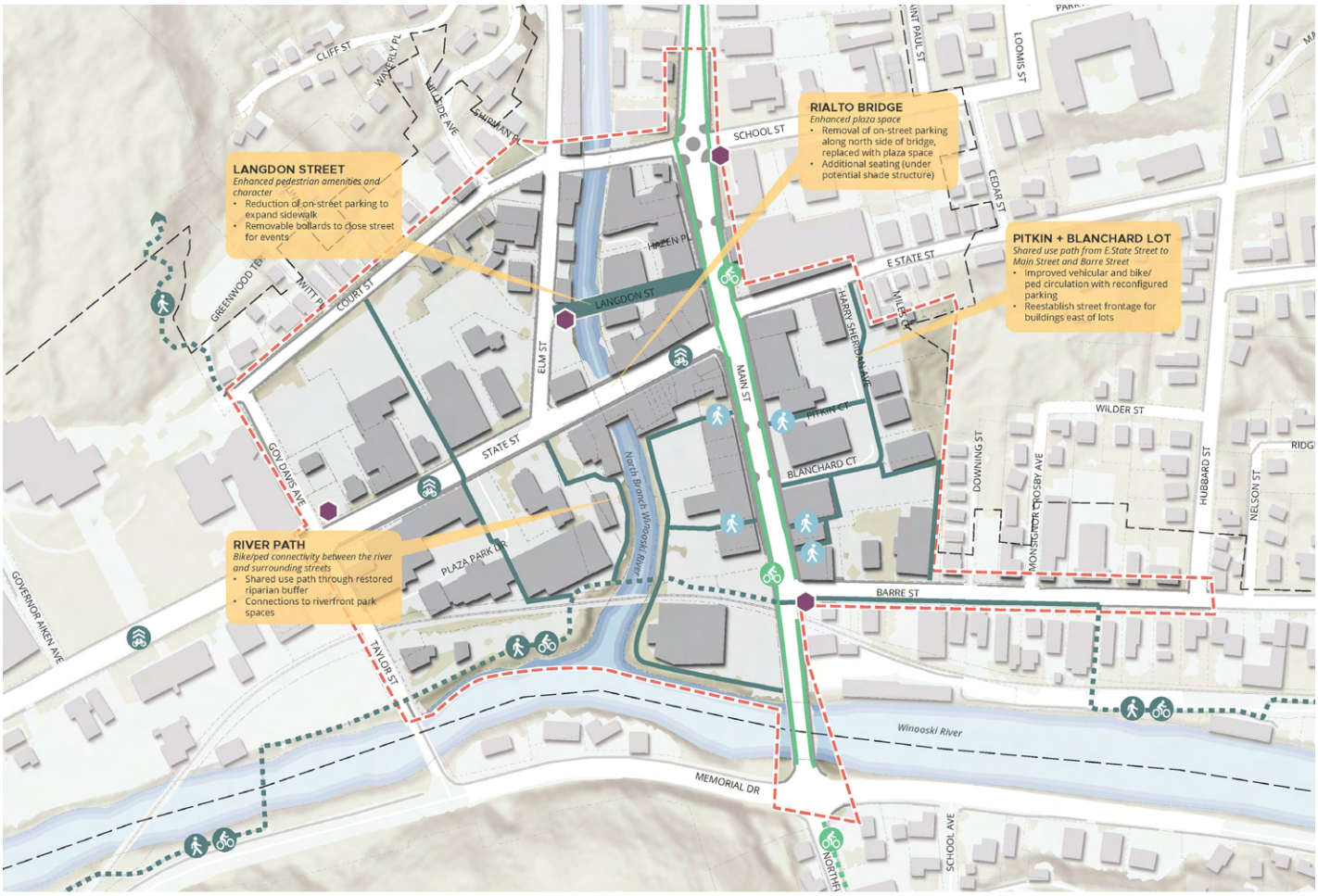


Montpelier Downtown Core Master Plan

Montpelier, Vermont

Montpelier, the capital of Vermont, has long sought to improve its downtown through updating of its streetscape and better integration with the adjacent Winooski River. SE Group, leading a team with Stantec Engineers and Watershed Consulting, completed a planning process focused specifically on the downtown core with the goal of establishing a vision for the streetscape and land uses within the study area. Building upon the best ideas from earlier planning efforts, SE Group led a robust public engagement process to gain new perspectives from the community. A number of key priorities were established, including providing a dynamic, accessible and attractive pedestrian environment, comfortable bicyclist accommodations, and improved open space and connectivity to the river. Finding the right balance of convenient parking, while allowing for critical enhancements to the pedestrian realm, was a key challenge that the project successfully addressed. In addition to potential park/plaza spaces, opportunities for urban infill were explored on under utilized parcels. Through creative design explorations that responded to community desires and client concerns, the design team established a compelling vision for how the downtown core should look, function, and feel.

Stormwater management, with the goals of improving water quality and reducing flooding, was another focus of the project. Watershed Consulting and SE Group worked collaboratively to explore ways to integrate progressive detention and filtration practices into the fabric of the downtown core. With an overview of streetscape implementation recommendations, which include order of magnitude cost estimates, the final document will help inform future city decisions related to specific streetscape design projects, support continued community dialogue around future land use policy, and provide a strategic framework for the management of urban stormwater.



Enosburg Falls "Vital Village" Master Plan

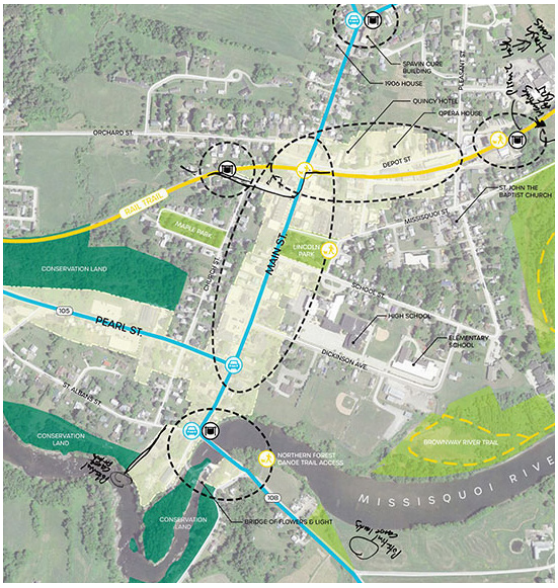
Enosburg Falls, Vermont

2020 VPA PLAN OF THE YEAR!

SE Group worked with the Northwest Regional Planning Commission and Enosburg Falls to engage the community and create a collaborative vision for a vibrant and healthy village center. The purpose of this effort was to promote economic development and community health with a focus on strengthening the tourism and recreation economy and developing a coordinated marketing identity for the village.

Concepts explored streetscape and community enhancements such as promoting complete streets, access management, improved multi-modal connections, beautification, wayfinding, and storefront/façade enhancements. Exploring opportunities to build upon the recreational assets in town—most notably the Missisquoi Valley Rail Trail and the Northern Forest Canoe Trail—was an important aspect of the project. Summer and winter trail counts were conducted on the rail trail and we were able to engage local high school students to conduct a trail intercept survey which received over 185 responses. We also collaborated with local residents and artists to install temporary bump-outs, planters, and public art as part of a streetscape enhancement demonstration project utilizing Local Motion's Pop-up Trailer supplies.

The project also utilized a number of innovative public engagement techniques, including project branding and a project "StoryMap" to help bring together project information and distribute it via an online presentation. This cutting-edge technology enabled the integration of narrative, graphic, and mapping products into a visually compelling story that could be shared far and wide.



Lyndonville Route 5 Corridor Master Plan

Lyndonville, Vermont

SE Group supported the Town of Lyndon and the Northeast Regional Development Association (NVDA) in envisioning new streetscape designs and public space opportunities for downtown Lyndonville. Previously, the downtown streetscapes were automobile-oriented and had the opportunity to enhance walkability, support local businesses, and provide more activities for residents. Lyndonville also serves as the southern gateway to high-profile outdoor recreation destinations such as Kingdom Trails and Burke Mountain. Much of the vehicular traffic headed for these destinations passes through downtown Lyndonville without stopping, meaning that the Town is losing out on a key economic development opportunity.

The Town of Lyndon retained SE Group to help identify current challenges related to multi-modal transportation, public space activation, stormwater management, connections to outdoor recreation, and downtown vibrancy. Our team was tasked with developing conceptual designs and implementation strategies that were right-sized and achievable using local capacity. We worked with the Town and local partners to plan and host a large downtown event that showcased the potential of Lyndonville to be a vibrant, active, and attractive community hub. The event included various stations showing 3D-modeled views of potential streetscape and public space improvements in order to show residents what is possible in their community and solicit their feedback.

The final plan includes detailed visuals of desired streetscape and public space designs, and a detailed implementation section with strategies for completing short-term and long-term improvements. The document provides both an aspirational vision for a vibrant downtown Lyndonville, as well as practical “low-hanging fruit” strategies that are achievable in the near-term.

“Conway Forward” Town of Conway Master Plan

Conway, New Hampshire

SE Group is currently engaged with the Town of Conway, NH to update the Town’s Master Plan. Housing, land use policies, conservation, and water and sewer infrastructure a primary focus of this Master Plan update. The Town has long grappled with providing an adequate supply of affordable and attainable long-term housing, and is need of enhanced water and sewer service to enable needed housing development and protect water quality. In partnership with a robust project steering committee, we have undertaken an iterative public engagement process consisting of an open house, tabling at community events, focus groups, and community “pulse” surveys. We are currently in the process of assembling a concise, thematic, and actionable Master Plan with plan adoption anticipated in spring 2024.

Mad River Valley Active Transportation Plan

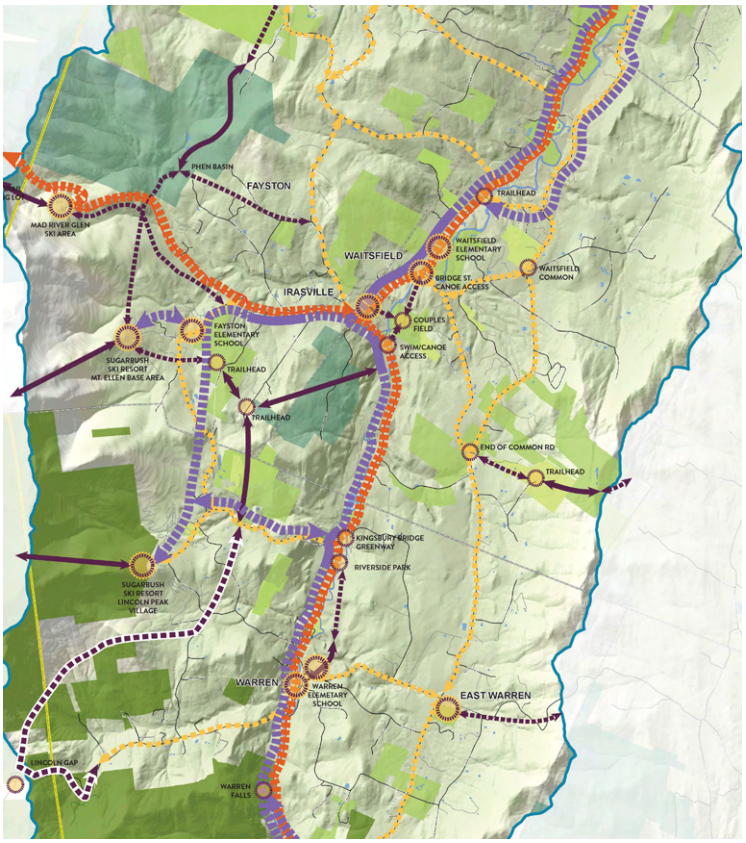
Mad River Valley, Vermont

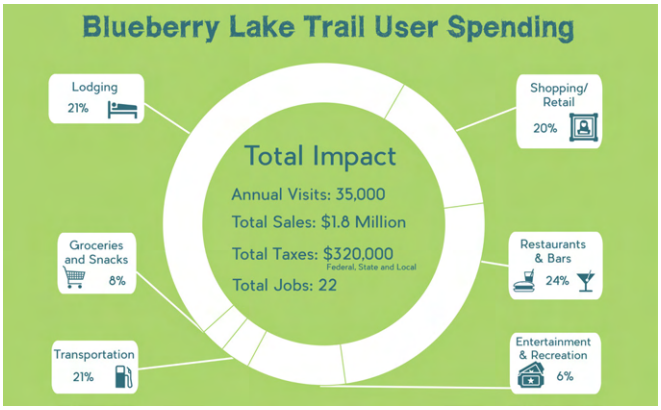
The MRV Moves Active Transportation Plan is a multi-agency planning process funded through the Vermont Stronger Communities, Better Connections Program, a partnership of the Vermont Agency of Transportation (VTrans) and the Vermont Agency of Commerce and Community Development (ACCD).

Through a robust public involvement process, the MRV Moves Active Transportation Plan articulates a unified, multi-town, watershed-wide vision for recreational trails and non-motorized transportation facilities in Vermont's Mad River Valley. The plan explores how trails and active transportation integrate with economic development, enhance both visitor experiences and residents' quality of life, and improve transportation choices.

The Valley is blessed with a myriad of non-profit and government agencies working together on trails and active transportation. A critical component of this Plan was to create an advisory board consisting of all these partners to establish a cohesive and collaborative vision for the future, while building upon decades of their individual projects. Public engagement was also a cornerstone of the Plan, utilizing a variety of events (walking and biking tours) and techniques (surveys and project websites) for the community to get involved and explore ideas.

The primary product of the plan is a map of important connections and routes in the Mad River Valley. The plan also provides guidance for trail design and management standards, implementation, funding, permitting and approvals to carry the project into reality. The plan includes an important discussion of the unique definition of active transportation in the MRV, which blends both recreation and transportation, as well as the economic and social benefits of walking and biking, including an IMPLAN economic analysis and consideration of a progressive learning network to serve users of all ages and abilities. In the short time since the plan has been completed the IMPLAN economic analysis has already proven useful in making an effective case for active transportation improvements to the individual select boards in the region and to bring more supporters into the fold.progressive learning network to serve users of all ages and abilities.





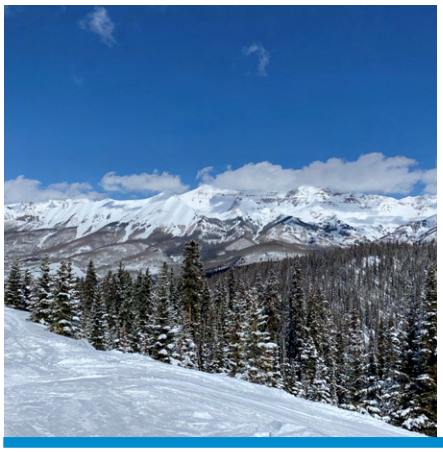
RECENT HOUSING PLANNING PROJECTS

SE Group has completed a number of other projects related to housing. These include feasibility studies, zoning change applications, and helping the state evaluate municipalities' affordable housing strategies.

Leadville/Lake County Affordable Housing Site Analysis Colorado

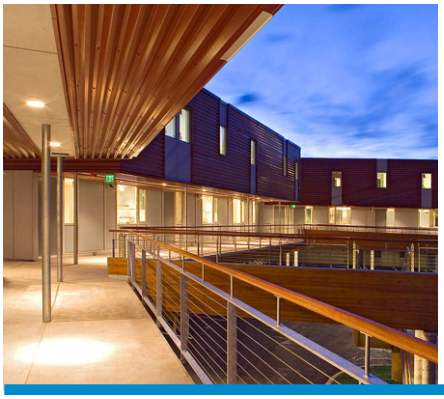
SE Group assisted the City of Leadville and Lake County with a site analysis process that examined several potential locations for affordable housing in the City of Leadville. In collaboration with Shape Architecture and TetraTech, we developed a report that summarized conditions, infrastructure needs, and potential design programs for each site. The City and the County are now poised to leverage grant funding to implement these projects. This process also involved a multi-step public engagement process that solicited input from English and Spanish speakers in the community. The results underscored the acute need for housing in the area as well as residents' feelings of stress related to housing.

Telluride/San Miguel County Rezoning & Housing Assistance Colorado



SE Group assisted the Town of Telluride and San Miguel County through a rezoning process of 39 acres to a new affordable housing zone designation. This work included putting together the entire rezoning application, attending Planning Commission and Board of County Commissioner hearings, and strategizing with Town and County staff on how to make the rezoning a successfully passed initiative. It passed and is now in the site plan development stage.

HB21-1271 Affordable Housing Strategies Assessment Colorado



SE Group assisted the Colorado Department of Local Affairs (DOLA) with an initial screening process for a new affordable housing grant program created by **Colorado House Bill 21-1271**. Our team worked with DOLA and Loveland-based firm Plan Tools to develop a framework to evaluate communities' compliance with the bill.

TEAM RESUMES

MARK D. KANE, APA
DIRECTOR OF COMMUNITIES & PUBLIC LANDS

Areas of Expertise

- Regional and Land Use Planning
- Aesthetics and Environmental Impact Analysis
- Permitting & Entitlement

Affiliations/Memberships

- American Planning Association/Vermont Planners Association, Past-President
- American Planning Association, Northern New England Chapter
- American Planning Association, Colorado Chapter
- American Society of Landscape Architects, Affiliate

Awards

- Merit Award for Outstanding Project, APA Colorado, Town of Ridgway Land Use Plan Update, 2012
- Honor Award for Sustainability and Environmental Planning, APA Colorado, Town of Nederland Comprehensive Plan Update, 2014.
- Merit Award for Innovation/Creative Partnerships, Colorado APA, Emerald Mountain Park Master Plan, 2014

Presentations

- Sun Valley Economic Development (SVED) - Future of Mountain Towns Conference 2017

Mark helps communities defined by outdoor recreation, the rural lifestyle, and tourism unlock and maximize economic, environmental, aesthetic, and recreational character—and potential—through community and land use planning, permitting, and entitlement. Mark brings together deep community planning expertise; an intuitive and informed understanding of how to bring together diverse communities for long-term consensus and gain; and a profound commitment to helping small communities find, articulate, tap into, and retain what makes them special.

Experience

Mark has been with SE Group since 2000 and has over 30 years of experience in environmental and land use planning and analysis.

Mark is an expert in the intersection of outdoor recreation and communities. He is currently leading the Communities and Public Lands teams at SE Group. Mark's focus is to utilize data, stakeholder perspective, and community input to improve the quality of life, sense of place, and economic outcomes of the communities he serves.

Mark has a Bachelor of Science, School of Natural Resources – Environmental Studies from the University of Vermont.

Projects

- City of Lebanon Master Plan, New Hampshire
- City of South Burlington Underwood Park Vision Framework and Master Plan, Vermont
- Clear Creek County Master Plan 2020, Colorado
- Cumberland Plateau Outdoor Recreation Plan, Virginia
- Emerald Mountain Park Master Plan, Colorado
- Essex Town Center Master Plan, Vermont
- Estes Valley Recreation and Parks District Master Trails Plan, Colorado
- GIS-Based Regional Open Space Study, Northwest Vermont
- Glacier-Winner Creek Land Use Plan – Girdwood 2020, Alaska
- Lake Chelan Multi-Season Recreation Destination Feasibility Study, Washington
- Mad River Valley Active Transportation Plan, Vermont
- Mad River Valley Economic Study, Vermont
- Maidstone State Park Master Plan, Vermont
- Milton Town Core Master Plan, Milton, Vermont
- Pagosa Springs 2018 Comprehensive Plan, Colorado
- Quechee Lakes – Long-Range Community Plan, Vermont
- Red Lodge Alternative Transportation Study, Montana
- Town of Chester Village Center Master Plan, Vermont
- Town of Frisco Development Code, Colorado
- Town of Nederland Comprehensive Plan, Colorado
- Town of Ridgway Land Use Plan 2011 Update, Colorado

ALEX BELENSZ
ASSOCIATE ANALYST & PLANNER

Areas of Expertise

- Community Planning
- Public Engagement
- Recreation Planning & Management
- GIS Analysis

Appointments

- New Hampshire Complete Streets Advisory Committee, At-large Member (2018-2022)

Speaking Engagements

- 2023 Conference of the Northern New England Chapter of the American Planning Association: "Transportation & Community Development"
- 2019 Conference of the Northern New England Chapter of the American Planning Association: "The Value Chain: Supporting the Outdoor Recreation Economy by Leveraging Shared Assets."
- 2017 George Wright Society Conference on Parks, Protected Areas, and Cultural Sites: "Evaluating the Effects of Crowding on Interpretive Experience at Castillo de San Marcos National Monument."

Alex helps communities think differently about modern planning challenges. An interdisciplinary planner, he offers a blend of creative and analytical abilities to each planning project. Alex continually challenges himself and those around him to think beyond "business as usual" when working to develop plans that are equitable, actionable, and effective.

Experience

Alex joined SE Group in 2022 and brings a unique blend of planning experience. He spent five years as a regional planner in northern New Hampshire focusing on transportation planning, housing, and recreation, and has worked with public land managers across the country on issues of recreation, transportation, and visitor use management.

Alex has a Master of City and Regional Planning from Rutgers University and a Bachelor of Arts in Geography from SUNY Geneseo.

Projects

- Conway Master Plan Update, New Hampshire
- Waitsfield VT Zoning Bylaw Modernization, Vermont
- Lyndonville Route 5 Corridor Streetscape Plan, Vermont
- Mount Ascutney Regional Housing Suitability Analysis, Vermont
- North Elba/Lake Placid Community Master Plan, New York
- Keys to the Valley Regional Housing Study, New Hampshire*
- New Hampshire Outdoor Recreation Assessment, New Hampshire
- Marshall Mountain Park Master Planning/Design & Financial Analysis, Montana
- Minnesota All-Terrain Vehicle Master Plan, Minnesota
- Clear Creek Recreation in the Outdoors Management Plan, Colorado
- Lebanon, NH Complete Streets and Multi-Modal Transportation Plan, New Hampshire*
- Upper Valley – Lake Sunapee Regional Corridor Transportation Plan, New Hampshire*
- Downtown Littleton Parking Plan, New Hampshire*
- Castillo de San Marcos National Monument Visitor Use Study, Florida*
- Cadillac Mountain Visitor Use Study, Maine*
- Cape Cod National Seashore Visitor Study, Massachusetts*
- Niobrara National Scenic River Visitor Study, Nebraska*
- Big Wood River Travel Management Plan, Idaho*
- Highlands Region Master Plan, New Jersey*
- Gloucester County Farmland Preservation Plan, New Jersey*

**Signifies project was completed while with previous employer*

JULIA RANDALL
PLANNER

Areas of Expertise

- Technical Writing & Research
- Community Engagement & Visioning
- Policy Analysis
- Permitting

Appointments

- Commissioner, City of Burlington, VT Planning Commission (2022-present)
- Champlain-Adirondack Biosphere Network Youth Board

Awards

- Colorado APA Merit Award: West Vail Master Plan (2022)

Full of curiosity, Julia loves getting to know the communities she works in and enjoys the challenge of building consensus among stakeholder groups. With every project, Julia seeks to develop innovative land use and policy solutions that reflect a community's values, build resiliency, and improve overall quality of life. Julia's considerable skill as a writer and passion for sustainable, inclusive recreation make her an asset to any project team.

Experience

Julia specializes in land use and policy analysis, public engagement, and environmental permitting. Julia is a member of the Community Planning and Design team and also supports all practice areas at SE Group.

Prior to joining SE Group, Julia studied recreation and tourism internationally and close to home – she completed a research fellowship on ecotourism in Thailand, and she has produced two reports analyzing visitor use management in the Adirondack High Peaks.

Julia holds a Bachelor of Arts in English from Williams College.

Long-range Planning Projects

- City of Mena Vision Plan, AS
- Velomont Trail & VT Huts Master Plan, VT
- Northeast Kingdom Regional Plan Update, VT
- Huerfano County Cooperative Planning Projects, CO
- City of Montpelier Web-Based Plan, VT
- Lyndonville Route 5 Corridor Assessment, VT
- Town of Waitsfield Bylaw Modernization, VT
- Town of Conway Master Plan, NH
- West Vail Master Plan, CO
- City of Chisholm Comprehensive Plan Update, MN
- Minturn Community Plan Update, CO
- Colorado Department of Local Affairs Affordable Housing Strategy Evaluation, CO
- Leadville/Lake County Affordable Housing Site Analysis, CO
- City of South Burlington Land Development Regulations Review and Support, VT
- Allen Street Solar Permitting Support, VT
- Bridge Street Solar Permitting Support, VT
- Chelsea Solar Permitting Support, VT
- Gilman Hydro Solar Permitting Support, VT
- Rockingham Solar Permitting Support, VT

Outdoor Recreation Planning Projects

- Marshall Mountain Park Master Plan, MT
- Grant County Comprehensive Outdoor Recreation and Trails Master Plan, NM
- Norwood Trails Assessment, CO
- Leddy Park Comprehensive Plan, VT
- Bromley Ski Act 250 Permit Support, VT
- Bolton Valley Act 250 Permit Support, VT
- Minnesota Off-Road Vehicle Master Plan, MN
- Cumberland Plateau Outdoor Recreation Plan, VA
- Rib Mountain State Park Recreation Needs Assessment, WI
- Brandywine/Boston Mills Lift Replacement Planning
- Jack Frost/Big Boulder Lift Replacement Planning

TUCKER GORDON

ENVIRONMENTAL PLANNER & CERTIFIED WETLANDS SCIENTIST

Areas of Expertise

- Project Management
- NEPA Process & Documentation
- Regulatory Agency Coordination
- Natural Resource Inventory & Evaluation

Registration

- New Hampshire Certified Wetland Scientist #322

Appointments

- Board of Directors, Upper Saco Valley Land Trust

Tucker is an experienced environmental planner and project manager who enjoys working on complex and impactful projects. He enjoys working at the intersection of outdoor recreation and environmental planning and permitting, two worlds that he is passionate about. Tucker prides himself on his problem solving skills, dedication to his work, and ability to deliver results for clients.

Experience

Tucker joined SE Group in 2024 with 5+ years of experience in the environmental consulting arena at an engineering firm based in northern New Hampshire. Tucker's experience includes managing projects, NEPA process and documentation, state and federal environmental permitting, technical report generation, and environmental field work.

Tucker has a Bachelor of Arts in Earth & Planetary Science from Johns Hopkins University and is a New Hampshire Certified Wetland Scientist (CWS).

Projects

- Cranmore Mountain Resort Base Area Development & Permitting, New Hampshire*
- Fairfield Inn & Suites North Conway Environmental Permitting & Compliance, New Hampshire*
- Wildcat Pedestrian Bridge State & Federal Permitting, New Hampshire*
- Berlin Riverwalk Multiuse Trail Environmental Permitting, New Hampshire*
- Academy Street Bridge Replacement Environmental Permitting, New Hampshire*
- Lake Waukewan Bridge Environmental Permitting, New Hampshire*

**Signifies project was completed while with previous employer*

HANNAH LOOPE
ASSOCIATE LANDSCAPE ARCHITECT

Intent on revealing each site's intrinsic qualities, Hannah enjoys the challenge of translating complex site-specific challenges into clear design solutions and in observing how a site evolves over time. Her nimble graphics and technical knowledge bring her projects to life – whether it's in public outreach, permitting, client review, or through construction. Hannah often communicates with a sketch and a smile - and an exclamation point! Her ideal project is built work that creates lasting memories by forging an emotional connection between people and place.

Areas of Expertise

- Site Planning & Design
- Construction Documentation & Administration
- Graphic Representation
- Recreation Planning, Design & Management

Registrations

- Registered Landscape Architect, Montana (2016-Present)

Awards

- 2019 Vermont Public Places Award Merit Award, Taylor Park Master Plan*
- 2018 Vermont ASLA Award of Excellence, Design for Resilience, Brattleboro's Lower Whetstone Brook Corridor*
- 2017 Potomac ASLA Honor Award, Design for Resilience, Brattleboro's Lower Whetstone Brook Corridor*
- *received at prior firm

Experience

An experienced designer and project manager, Hannah has worked on a wide range of project types, including design for urban riverfronts, public parks, and greenroofs; planning for campuses, public greenspaces, streetscapes, transportation; and restoration for riparian, forest, and wetland areas. Hannah's recent work has focused on improving civic spaces in both institutional and public environments, and she is dedicated to designing for ecological and community resiliency.

Hannah holds a Master of Landscape Architecture from the University of Minnesota-Twin Cities and Bachelor of Science in Geology from University of Nebraska. She practiced landscape architecture in Minnesota, Massachusetts, and Vermont prior to her work at SE Group.

Projects

- Lyndon Route 5 Corridor Assessment, Vermont
- Basin Recreation Strategic Service, Utah
- Kingdom Trails Welcome Center Design, Vermont
- Winnesquam Resort Site Design, New Hampshire
- University of Utah Research Park/Trails, Utah

Urban / Housing / Streetscape Projects

- 101 Cambridgepark Drive, Cambridge, Massachusetts
- First Street Assemblage, Cambridge, Massachusetts
- Eagles Landing / Great Streets, Burlington, Vermont

Parks Design / Parks Master Planning / Public Engagement Projects

- Whetstone Brook Design for Resilience, Brattleboro, Vermont
- Taylor Park Master Plan, St Albans, Vermont
- Oakledge Park Master Plan, Burlington, Vermont
- Water Works Park, Burlington, Vermont
- Tom Hanafan River's Edge Park, Council Bluffs, Iowa
- Smale Riverfront Park, Cincinnati, Ohio

MARGARET CARLIN
LANDSCAPE DESIGNER

Areas of Expertise
- Site Planning & Design
- Graphic Representation
- Community Engagement

Margaret is passionate about designing and developing shared spaces that anchor communities. This was instilled during her upbringing in Alabama, where she witnessed just how important these places were to people's mental and physical health (no matter their background). On projects, Margaret is dedicated to helping her team succeed – and she is equally happy to jump into hyper-technical problem solving or step back to wrestle with big, conceptual questions.

Experience

Margaret joined SE Group in 2022 with experience in solving social and environmental problems through design. Margaret has a Bachelor of Science in Environmental Design with a minor in Philanthropy and Non-Profit Studies and a Master of Landscape Architecture from Auburn University. During her capstone at Auburn, Margaret led a design process that reimagined an old mill site outside of Auburn as a multi-use recreational and camping facility

Projects

- Lyndon Route 5 Corridor Assessment, Vermont
- Creekside Park Master Plan, Colorado
- Leddy Park Master Plan, Vermont
- Basin Recreation Strategic Service, Utah
- Kingdom Trails Welcome Center Design, Vermont
- Chester Wayfinding Plan, Vermont
- Stackman Property Concept Design, New York State
- Vermont State Community Stormwater Master Plan, Vermont
- Winnesquam Resort Site Design, New Hampshire

Village Master Plan for Irasville
Waitsfield, VT

Submitted by

DuBois & King inc.

March 15, 2024

229973X
March 15, 2024

Town of Waitsfield
Attn: JB Weir, Planning & Zoning Administrator
4144 Main Street
Waitsfield, VT 05673

Re: Village Master Plan for Irasville, Waitsfield, Vermont

Dear Mr. Weir and the Selection Committee,

Our villages and downtowns are the heart and soul of our communities. These are the places where residents and visitors can work, shop, play, and do business. They act as focal points that bring people together and build a stronger sense of place. When these places are fragmented, it can lead to feelings of disconnectness and reduce the environmental resilience of the land. DuBois & King (D&K) understands the value of planning for compact growth that accomodates needed development while respecting and enhancing the landscape to mitigate against climate change.

The D&K team includes landscape architects and planners with experience working with communities throughout Vermont who will support Waitsfield's ongoing efforts to create a vibrant Irasville Village Center as growth and municipal infrastructure improvements continue. We understand the duality of creating safe, engaging public spaces while recognizing differing opinions that may exist in the community regarding how to achieve this. Vermont's natural resources and wetlands possess triumphs and challenges of their own. Our team is skilled at threading the needle to creatively explore options and find solutions that are cost-effective and publicly supported, while designing facilities that are inviting and well utilized. We have worked with community groups, volunteers, selectboards, and planning commissions to create designs that address community needs and wants while respecting the land.

I will serve as Project Manager and Lead Landscape Architect using my 16 years of experience working on projects ranging from village plans to neighborhood parks. I am joined by Planner and Landscape Architect Dan Mallach, AICP, PLA, CPRP, ISA Certified Arborist, who has over 19 years of experience in recreation and community planning, public engagement, and design.

Jon Ashley, PE, will provide project oversight and QA/QC; he has more than 30 years of experience working closely with rural communities on projects funded by the Municipal Planning Grant program and serves as Project Manager for the Waitsfield Water and Wastewater Feasibility Study. Aimee Rutledge, PWS, CPESC, CPSWQ will lead the wetlands review, based on the 2021 Irasville Wetland Mapping Update, and the wetlands enhancement recommendations. Together, this team has developed plans and studies that are concise, detailed, impactful, and implementable for communities throughout the state and within Waitsfield. The D&K team is capable of providing the full range of services anticipated under this contract and is available on the anticipated May 8, 2024, project start date to begin desktop review and coordination with the Town.

From natural resources and conserved areas to village centers and infrastructure, D&K understands the value of these shared resources and the assets they can be to their communities. The following qualifications offer an overview of this team's capabilities to create concepts that will enhance the future of Irasville through dense development, stormwater management, and wetland enhancement to create a more resilient community. We will work closely with the Town and community to understand the best approaches to shaping a vibrant, walkable, and ecologically functioning Village Center. We look forward to working collaboratively with Waitsfield and local stakeholder groups to develop a plan that provides a clear and inspiring guide to building the vitality and economic prosperity of Irasville. Should you have any questions or wish to discuss the project further, please do not hesitate to contact me at (802) 728-3376 or at elewis@dubois-king.com.

Sincerely,
DuBois & King, Inc.

Emily Lewis, PLA, LEED AP
Project Manager

Qualifications

Firm Overview

Founded in 1962, D&K is a Vermont-based, multidisciplinary, professional firm providing planning, engineering, and construction phase services to federal, state, municipal, and private sector clients. With offices in Randolph, Springfield, Brandon, Waterbury, and South Burlington, Vermont; and New Hampshire; Maine; and New York, D&K provides professional services in civil engineering, site development, water resources, survey, water/wastewater engineering, environmental documentation, and mechanical, electrical, and structural engineering. The firm employs 160 planners, landscape architects, designers, surveyors, environmental and permitting specialists, wetland scientists, engineers, technicians, and support personnel.

D&K'S IN-HOUSE SERVICES

- Recreational Site Planning and Design
- Structural, Mechanical, and Electrical Design
- Utility Design, Identification, and Coordination
- Public Participation and Engagement
- Survey
- NEPA, VT DEC, and Local Permitting
- Drainage and Stormwater Management Design
- Natural Resources Planning
- Landscape Architecture
- Construction Phase Services

Community Planning

Community planning touches on every aspect of local government. Policy, planning, and regulatory decisions can affect air and water quality, access to transportation options, economic vitality, and overall quality of life. Good community planning policy requires an individualized approach dependent on the size, needs, and vision of the community. D&K planners provide municipalities with the tools needed to make thoughtful and implementable plans that help them achieve their vision of the future.

D&K's approach to community planning is strongly rooted in public participation and public process. An engaged public that understands available challenges, opportunities, and options is essential to good community planning. Our staff has experience in municipal and regional planning, facilitation, and outreach, including the use of visioning techniques such as design charrettes, public forums, focus groups and community surveys. D&K utilizes digital polling, virtual meetings, and social media to enable broad public participation.

The firm's capabilities in transportation, environmental, and infrastructure planning, and engineering provide significant resources to support community planning. Services include developing site-specific master plans, municipal and city plans, land use regulations and codes, resiliency and environmental protection planning, community revitalization strategies, renewable energy planning, and policy development.

Planning is better with partnerships. Vermont-scale planning efforts are opportunities to talk to people directly. Through open dialog with the landowners most directly affected by the planning process, a plan can move toward implementation more efficiently. The public-private partnerships explored in this planning effort resulted in a trail alignment opposed by none and strongly supported by a majority of affected landowners. D&K completed a Walkable Village Master Plan that provides the community with a clear list of possibilities that it has already put to use securing a scoping study grant to further explore the vision outlined in this plan. *The Middlesex Walkable Village Master Plan was named the 2021 Vermont Plan of the Year by the Vermont Planners Association.*

Landscape Architecture

D&K provides land planning and design services to enhance the built and natural environment. Through the design process, the physical environment is planned and developed with consideration for context and the natural surroundings. The firm's landscape architects work on a wide range of project types, including recreation, community planning, transportation, site design, stormwater management, and natural resources. Services are provided by licensed professionals with backgrounds in community planning, landscape architecture, and ecological design. Projects include community planning, economic revitalization, master plans for new and mixed-use development, urban design, streetscape enhancement, public park and open space design, brownfield redevelopment, trails and greenways, campus planning, recreational design, commercial site design, and roadway and streetscape improvements. Services include

visual impact assessments, permitting support, sustainable design, visualization and graphic illustrations, planting plans, wayfinding, landscape lighting, site inventories, and public presentations and engagement.

D&K's landscape architecture practice is supplemented by in-house multidisciplinary engineers, environmental specialists, and surveyors to provide in-depth project design services.

Water Resources Engineering

D&K's experience in hydrology and hydraulics, engineering and planning, and the design of water resource projects spans four decades. Firm water resource professionals include fluvial geomorphologists, wetland scientists, hydrologists, and hydraulic engineers supported by permitting specialists, structural engineers, construction managers, land surveyors, and landscape architects. Typical assignments include stormwater management, river restoration, streambank stabilization, flood damage surveys, subsurface investigations, evaluation of alternative solutions, economic evaluations, environmental analysis, and public engagement. Studies include dam break analyses, flood routing, floodplain/floodway delineation, ice jam analyses, flood frequency/low flow evaluations, reservoir routing, environmental impact assessments, and dam safety inspection/evaluation.

D&K engineers are thoroughly familiar with the hydrology, hydraulic, and physical characteristics of the northeastern United States. In-house staff utilize HEC-RAS, HEC-HMS and related software and offer a comprehensive understanding of state and federal regulations and procedures for water resource–related projects. Their experience includes wetlands, stormwater discharge, dam safety, dredge and fill, and discharge and withdrawal permits.

Wetlands

Wetlands are valuable plant and animal habitat. Activities in or near wetlands are controlled by federal, state, regional, and local regulations. D&K's wetland scientists and engineers provide land owners, developers, municipalities, and others with comprehensive wetland delineation, mitigation, restoration, and permitting services.

Firm professionals consisting of certified wetland specialists, engineers, surveyors, landscape architects, permitting specialists, and technicians provide a full complement of professional services and regulatory knowledge required of projects impacting or abutting wetlands.

D&K's certified wetland scientists provide the technical expertise to assist owners with restoration plans, revegetation plans, invasive species control plans, erosion control, streambank stabilization, monitoring plans, and guidance on compliance with state wetlands regulations. We investigate the site, meet with the owner and/or regulators, and provide a plan to address the issues and monitor the outcomes.

PERMITTING, NATURAL RESOURCES, & WETLANDS

D&K's environmental professionals are charged with guiding projects through local, state, and federal regulatory documentation, clearances, and permitting. With expertise in documentation, alternative analysis, and resource identification, delineation, and mitigation, D&K staff have provided NEPA, environmental, and permitting services for a variety of assignments, including large complex transportation projects. D&K staff have prepared NEPA documents where the DOD, FHWA, DOE, FAA, and EPA have been the lead agencies.

When supporting a planning and engineering effort or conducting a natural resources investigation independent of a development project, staff engineers, environmental planners, permit specialists, GIS specialists, wetlands scientists, field naturalists, surveyors, and landscape architects are highly experienced in providing services for compliance with regulatory agencies. D&K staff work to identify and resolve potential conflicts early in the planning phase before they impede progress.

Natural Resources

D&K's natural resource professionals offer comprehensive environmental services and strategies to protect the environment through avoidance, minimization, or mitigation of project impacts to natural resources. Firm environmental professionals include wetland scientists, aquatic and terrestrial biologists, field naturalists, hydrologists, and NEPA and permitting specialists who are supported by in-house civil, structural, and hydraulic engineers, surveyors, landscape architects, and construction managers to provide comprehensive project services.

D&K staff have extensive experience providing environmental services for complex transportation projects.

Services include identification and design of wetland mitigation sites, relocation of stream channels, culvert design to minimize impacts to waterbodies and provide for aquatic organism passage, addressing aesthetic concerns through selective planting and landscaping, avoidance of agricultural lands, floodplains, wildlife habitat, providing NEPA documents, and state and federal permitting.

PLANNING FOR CLIMATE CHANGE, INCREASED FLOODING POTENTIAL, AND DISASTER RESILIENCE

VTrans has demonstrated that planning for resiliency is a key focus of future infrastructure investments. Vermont's long-range planning continues to consider the reality of the increased frequency of severe weather events in all aspects of planning, design, maintenance, and operations. This requires consideration of land use settlement patterns, understanding how development and transportation infrastructure affect river hydrology, and familiarity with Vermont's hydrology and watersheds. D&K has a history of working with state, local, and federal entities to help develop innovative solutions to improve infrastructure resilience, most recently working with the Agency in the development of the Transportation Resiliency Planning Tool. The Agency can continue to integrate resiliency into its long-range planning for infrastructure investments, using a collaborative approach that involves RPCs and municipal governments.

Transportation Planning

D&K's Transportation Planning staff includes planners and engineers experienced in working with communities, agencies, and the public on a variety of transportation planning projects. Transportation investments are an opportunity for communities to set the stage to achieve their goals and visions for growth and development.

Our approach to transportation planning considers public and community concerns and the important influences between land use and transportation design. Our staff are experienced in multimodal land use/transportation planning, including mode share analysis for developments, evaluation of road diets, and development of Complete Streets designs.

We work throughout the northeast and are familiar with emerging planning priorities and the need for cost effective strategic transportation investments. Our planning work is strengthened by our comprehensive understanding of local transportation facilities programs and applicable federal and state permitting requirements.

D&K has extensive experience with recreation projects in a variety of settings, including the communities that surround and support resorts and ski areas throughout New England. D&K has provided civil, structural, mechanical, electrical, transportation, environmental engineering and permitting and survey services for these communities and their abutting resort and ski areas. Projects include natural habitat assessments, wetland delineations, stormwater management plans, water and wastewater improvements, new resort housing development and existing facility expansions, lighting and photometric plans, and snowmaking dam design. A partial listing of Vermont project area locations that D&K has provided planning and engineering services, includes Sugarbush, Mad River Glen, Stowe, Okemo, Killington, Burke, Jay Peak, Pico, Smugglers' Notch, and Bolton.

Your Planning Team

D&K planners and engineers have supported municipalities, regional commissions, and state and federal agencies with a wide range of planning and engineering services on hundreds of projects. D&K's planning team includes planners, engineers, GIS specialists, and landscape architects experienced in working with communities, agencies, and the public on a variety of transportation and recreation planning projects.

Our approach is to be well-informed of public and community concerns, to consider the important influences between land use and development, and to incorporate community goals and visions into plans. Staff are well-versed in the latest innovations of multimodal land use planning, smart growth principles, and natural resource preservation, planning, and enhancement. The firm is committed to preserving the integrity of the natural and cultural landscape and focuses on projects that promote a more sustainable environment.

The D&K team has experience developing contextually sensitive village plans, streetscape design concepts, green space and recreation designs, pedestrian connectivity, and

natural resource assessments, from conceptual design through construction. D&K routinely uses graphic renderings, display boards, photo-simulations, SketchUp modeling, and aerial photographs to enable the public, agency officials, clients, and other stakeholders to be actively engaged in Vermont's community design projects.

In addition to the primary team listed below, D&K has the resources available to assist, as needed, with specific design area specialties, such as roadway engineers, environmental specialists, surveyors, water resource engineers, constructability reviews, and more. Descriptions of D&K team members assigned to this project follow.

Emily Lewis, PLA, LEED AP, Project Manager/ Landscape Architect/ Planner, has 16 years of experience in the design and planning of parks and recreation, active transportation, and community planning projects. Her experience ranges from master plans to construction documents. She has hands-on experience developing planting plans, recreation/hardscape amenity design, public engagement programming, site analysis, stormwater design, environmental restoration, community planning, and project management. Emily recognizes the value of client and community input and has worked with municipal departments, community groups and associations, schools, and nonprofits in the Mid-Atlantic and New England to develop community engagement strategies. Emily served as Lead Landscape Architect for the Town of Hinesburg's New Town Common Conceptual Design Plan and a Greenspace and Streetscape Village Plan for the Town of Chittenden. She is currently working on a Downtown Core Plan for the Town of Milton. ***As Project Manager, Emily will be the primary point of contact and will provide senior-level support for the completion of each task item, public engagement, and report development. Emily can be reached at (802) 728-3376 or at elewis@dubois-king.com.***

Jon Ashley, PE, Project Director/Quality Reviewer, has 31 years of environmental and civil engineering experience. The Director of the Public Works Division, Jon's experience includes planning, management, and design of water and sewer projects, hazardous waste and brownfield remediation, stormwater collection and treatment, and site/civil development projects. Jon has been involved with several Town of Waitsfield projects, including as the Project Manager for the feasibility study and report for wastewater system improvements, development of site plans and a SWPPP for the gravel pit, and preparation of an Environmental Report and Act 250 Permit application for the Community Water System. In 2023, he was the project director leading an effort to address the backlog of failing water, wastewater, and stormwater systems in 11 MHCs through Vermont DEC's ARPA Health Homes initiative, and led the community engagement program efforts which included multi-platform progress meetings. Jon has supported environmental documentation and permitting for infrastructure and site projects and maintains strong working relationships with regulatory officials. ***Jon will serve as the secondary point-of-contact for this contract and provide senior-level quality control review of the deliverables.***

Dan Mallach, PLA, AICP, CPRP, ISA Certified Arborist, Planner/ Landscape Architect, has 19 years of transportation and recreation planning, landscape architecture, and land use planning experience. Dan's experience includes master planning, streetscape and recreation facility design, preparing written and graphic bylaw documents governing zoning and design standards, and coordination with public entities and private property owners to achieve short-term functional objectives for long-term stewardship and maintenance goals. Having served as a municipal consultant, he is fluent in the process of federally funded, municipally managed planning and development projects and has the oral, written, and graphic design skills, empathy, and drive required for successful public engagement programming. Dan has expertise with vegetation management on construction projects and is qualified by the International Society of Arboriculture (ISA) in tree risk assessment (TRAQ). He has worked with D&K's certified wetland scientists and natural resource professionals on wetlands delineation, natural resource inventories, and invasive species management plans. Dan is currently working with the Town of Charlotte on the land use and transportation planning and community engagement for its East and West Villages. He is leading the development of a community-driven Strategic Plan with Guilford, VT, and recently completed a study in Enfield, NH, to inventory and recommend management strategies for

invasive plants on public lands. ***Dan will provide planning and concept-level design and public engagement, including developing materials and attending meetings, and lead the recommendations for by-laws updates.***

Kait Campbell, Landscape Designer/Community Planner, has two years of experience working with public and private institutions, as well as municipalities to develop plans for large campuses, local sites, and municipal-wide plantings. She also has experience using a range of tools, including ArcGIS, Adobe Creative Cloud, QGIS, and AutoCAD. Kait's recent work includes assisting with public engagement workshops and development designs for Guilford's Strategic Plan, Charlotte's East and West Villages, and Milton's Downtown Core projects. ***Kait will support all aspects of the project, including public engagement and design graphics.***

Aimee Rutledge, PWS, CPESC, CPSWQ, Permitting Specialist, has 24 years of experience completing environmental work, including wetland delineation; stormwater permitting; stormwater pollution prevention plans; construction and stormwater monitoring; environmental impact statements; habitat restoration; biological assessments; spill prevention, control, and countermeasure plans; and Phase I Environmental Site Assessments. Aimee is experienced in communicating with government, academic, and industry researchers and scientists, including attending meetings with third parties/clients and representing clients at public meetings/hearings. She has extensive knowledge and experience navigating the state and federal regulations and permits in Vermont, as well as New York and Rhode Island, and has established working relationships with the agencies and staff. Locally, she is leading the environmental documentation and managing D&K's in-house wetlands scientists and wildlife biologists for the Waitsfield Wastewater and Water Feasibility Study. She supported the amendment of wastewater and Act 250 permitting for the Mad River Green Shopping Center. ***Aimee will lead the wetland enhancement and environmental coordination for the project and will manage D&K's in-house wetlands scientists and natural resource professionals.***

Andrew Hoak, PE, PG, Senior Environmental Engineer, has 30 years of experience in site development, environmental engineering and hydrogeology. Andy has successfully completed a wide variety of projects aimed at improving water quality, including environmental investigations and remediation, water supply development and protection, decentralized wastewater disposal, site development and land use planning. He has a proven track record of developing innovative stormwater management controls and advanced sediment and nutrient treatment. Locally, Andy served the CVRPC as the Water Resources Manager to provide technical review and oversight of a flood study of the Mad River, Thatcher Brook, and Graves Brook in the towns of Warren, Waitsfield, and Moretown. He provided a water supply investigation at Sugarbush Mountain Resort, and conducted a hydrogeologic investigation for the proposed wastewater disposal system replacement. He provided TRORC with a flood study by evaluating multiple structures spanning the First Branch of the White River in Chelsea's village center, which involved mitigation recommendations and public engagement meetings. ***Andy will provide senior-level engineering support for the wetlands and stormwater components of the project.***

Chris Rivet, PE, Civil Engineer, has 14 years of stormwater engineering experience, including the design, construction, and compliance inspection for site development projects throughout Vermont. Chris recently supported the Bethel for All Village Accessibility and Stormwater Master Plan. Chris is providing design and permitting assistance to improve stormwater runoff and water quality for 11 MHCs located within the sensitive Lake Champlain and Lake Memphremagog watersheds for the VT DEC's Engineering Feasibility Analysis and Three-Acre Permit Obtainment. Chris has served as the project manager and lead engineer for sand and salt shed projects going through the VTrans MAS process. He has prepared designs, observed construction, and performed compliance requirements for projects that cover the current stormwater permitting programs. His design work includes a range of site development, renewable energy, and culvert projects. ***Chris will provide stormwater engineering expertise and design recommendations.***

Aaron Marcus, Wetlands Scientist, has 17 years of experience in botany and natural resources. They worked for the VT Department of Fish and Wildlife, managing the state's rare plant data and conservation statuses, and for Green Mountain & Finger Lakes National Forest as a botanist. Aaron has provided wetland delineation, permitting assistance, and plant identification for several civil/site, structural, transportation, and aviation engineering projects throughout New England. Aaron recently provided wetland delineations for the VT DEC's Three-Acre Permitting Assistance for Manufactured Housing Communities project. ***Aaron has significant knowledge of plants, wetlands, and natural communities in Vermont and will provide wetlands and natural resources services.***

Representative Experience

D&K has extensive experience with all of the services requested in the RFP. Summaries of D&K's recent work in Waitsfield and several relevant planning, wetlands, public engagement, and natural resource protection projects follow.

References

The following references can speak to our team's ability to evaluate and design municipal master planning infrastructure, as well as wetlands delineation and enhancement.

Bethel For All Village Accessibility and Stormwater Master Plan

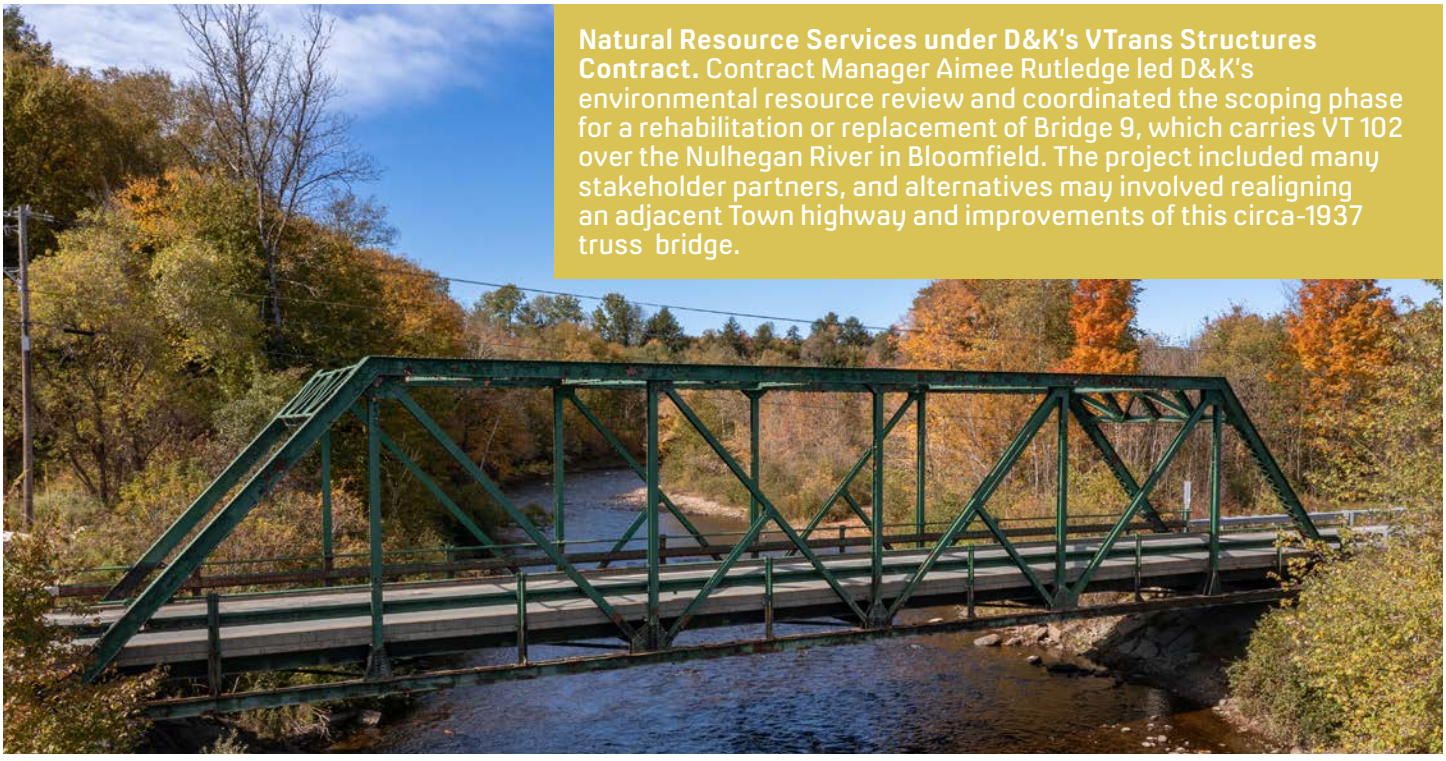
Town of Bethel
Therese Kirby, Town Manager
802.234.9340
betheltownfinance@comcast.net

Village Center Streetscape and Green Space Conceptual Design

Town of Chittenden
Lisa Purcell, Planning Commission Chair
802.483.6647
lisa.purcell@comcast.net

Natural Resources Statewide On-Call Contract

Vermont Agency of Transportation
Glenn Gingras
802.279.0583
glenn.gingras@vermont.gov



Natural Resource Services under D&K's VTrans Structures Contract. Contract Manager Aimee Rutledge led D&K's environmental resource review and coordinated the scoping phase for a rehabilitation or replacement of Bridge 9, which carries VT 102 over the Nulhegan River in Bloomfield. The project included many stakeholder partners, and alternatives may involved realigning an adjacent Town highway and improvements of this circa-1937 truss bridge.

D&K's Waitsfield Project Experience

In addition to the Waitsfield Water and Wastewater Feasibility Study and the Mad River Flood Study projects, D&K has a long history of providing engineering services for a number of projects within the Town of Waitsfield, including those described below.

Bridge Street Stormwater Facility. The storm drain system under Bridge Street was aged and suffered additional damage from TS Irene. D&K assessed the condition of the system, developed rehabilitation options, and drafted final designs to repair or replace the system. Adjacent to the Mad River, the selected design options focused on preserving/improving water quality. Partially funded by the Federal Highway Administration (FHWA) through the Local Transportation Facilities (LTF) program (now MAS), the project entailed rebuilding the section of Bridge Street between VT 100 and the covered bridge. Following the installation of new storm drainage infrastructure, the project included new subbase and full-depth pavement rebuild. A rebuild of the sidewalk on the north side of the roadway was included as a bid-alternate.

Village Covered Bridge. D&K evaluated the existing condition of the 105-ft-long, single-span ca-1833 structure, and recommended, designed, and provided construction administration services for repairs. A cantilevered timber sidewalk was added on the downstream side in 1940. The bridge was showing signs of distress with noticeable sag at the outside edge of the cantilevered sidewalk and negative camber in both trusses at the north end near the abutment. Noticeable spalling and deterioration of the north and south concrete abutments and wing walls was evident. The sidewalk was replaced with a timber-covered independently supported prefabricated steel pedestrian bridge.

Village Covered Bridge - Emergency Repairs. D&K provided fast-track structural inspection, evaluation, and rehabilitative design for the historic covered bridge damaged during TS Irene. Damaged components included: timber siding, timber truss, timber diagonal member, north abutment backwall, north and south sidewalk approach, and north roadway approach. A vital transportation link for the Town, the bridge closure forced residents to use a 4.5-mile detour, making repairs to the bridge a high priority. Services included an alternatives analysis, public meetings, a historic review, recommendations for short- and long-term repairs, final design of improvements, and bid and construction phase services.

Joslin Hill Road Culvert and Slope Repair. During TS Irene, flood waters from High Bridge Brook caused damages to the Joslin Hill Road and the multi-plate pipe located at the intersection of Joslin Hill and Brook Road. Debris carried into the pipe from the flood waters damaged the pipe along the flow line near the outlet end and water undermined the pipe. The northern slope of Joslin Hill Road was eroded and a section of roadway slumped in this area of the roadway. D&K completed an engineering study, including a schedule and work program for the design of the repair of the culvert, which recommended an alternative to proceed to design and cost estimates. The engineering report was reviewed by VTrans, Region 1 R&R staff, and FEMA. D&K designed the recommended repairs based on the engineering study.

Butternut Hill Truss Bridge Reconstruction. D&K developed a suitable bridge replacement for the deteriorated and deficient metal truss bridge spanning 62 feet across the Mad River. The bridge was built in 1915 as a one-lane, pony truss, steel structure with a wood deck. Some time later, four steel columns were added to provide additional support. After careful consideration of various improvement alternatives to maintain the historic character of the area, the selected reconstruction alternative included the installation of a prefabricated steel truss bridge with a timber deck to be installed on the existing abutments with modifications, as necessary. Services included site reconnaissance and data collection; preliminary design, including construction cost estimate and identification of VTrans design exceptions; permitting and environmental clearances; final design and cost estimates; preparation of construction documents; and bid and construction phase administration services, including resident observation during construction.

Mad River Flood Study
Central Vermont Regional Planning Commission
Waitsfield, Warren, Fayston, Vermont

DuBois & King led a consultant team to perform a flood study of the Mad River, Thatcher Brook, and Graves Brook in central Vermont. The project included four primary scope tasks: identification and conceptual design of strategies to improve flood resiliency of roadways; guidance for selecting appropriate strategies to improve flood resiliency; GIS-based screening to identify roadway segments vulnerable to flood damage; and field investigation of potentially vulnerable sites. The team prepared conceptual sketches of roadway protection strategies and flowchart guidance to allow towns to determine which strategies would be appropriate to apply in a variety of situations.

D&K developed high-quality hydraulic models of the streams using HEC-RAS software and prepared inundation maps for flows ranging from the 2- to 500-year flood flows. The maps and models identified the most vulnerable infrastructure, such as roads, bridges, culverts, utilities, homes, and businesses, guiding mitigation actions that individual towns can consider to increase flood resiliency. Services included survey of river cross sections, miles of hydraulic modeling using HEC-RAS 5.0, plus 2D modeling of two vulnerable sites with complex hydraulic characteristics. The final report summarized mitigation actions on the three most vulnerable sites per town, including inundation maps, and listed potential resiliency improvements and planning-level cost estimates. The project was funded through a Community Development Block Grant.

** Above photos, D&K conducted site visits to document existing conditions.*

Reference

Pam DeAndrea, Senior Planner, CVRPC
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802.229.0389
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DuBois & King inc.
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Milton Downtown Core
Chittenden County Regional Planning Commission (CCRPC)
Milton, Vermont

D&K is working closely with the Chittenden County Regional Planning Commission (CCRPC) to develop a Milton Downtown Core—a direct result of the Community Visit process, Milton on the Move. One of three key priorities identified in that process, the project includes creating a "central, walkable, and accessible downtown area" that "could include a town green and walkable businesses and amenities." Milton on the Move contains a robust list of action steps for developing a Downtown Core that can be utilized in this planning process.

D&K is facilitating public engagement to inform conceptual designs for the Downtown Core and build in the Milton on the Move effort. The planning process will result in a conceptual plan, street sections, photo visualizations, and recommendations for regulatory updates that will include information about land uses, building locations, streetscapes, gathering spaces, pedestrian networks, and stormwater and landscape treatments. Public engagement included targeted stakeholder interviews, a visual preference survey, public design workshop, and project website.

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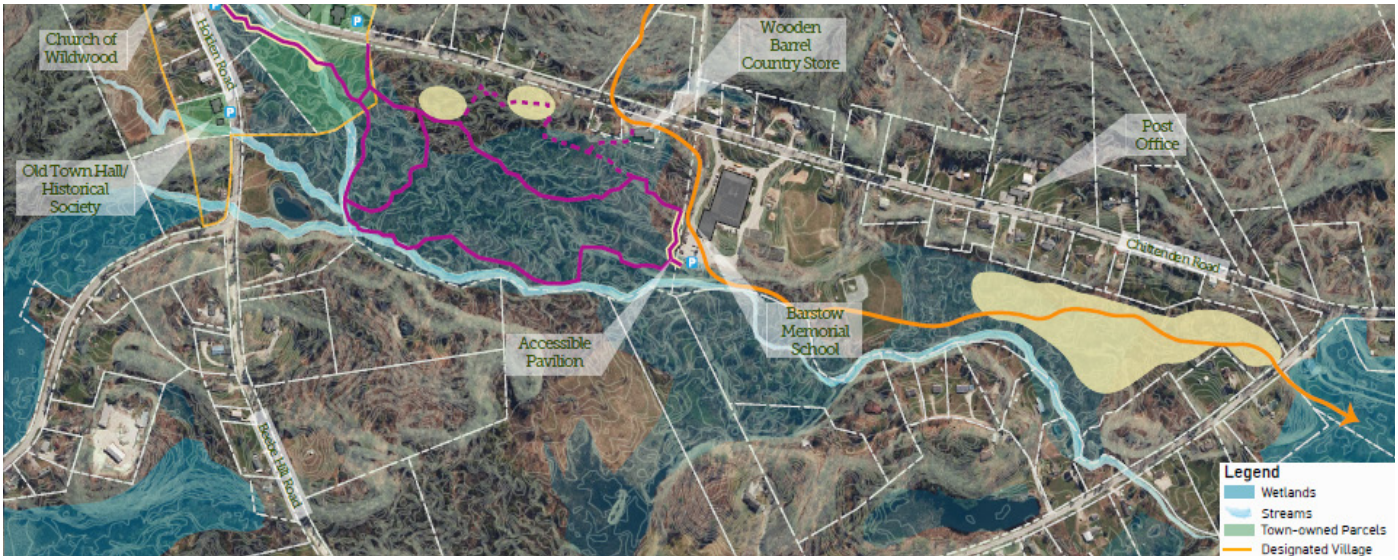
Charlotte East and West Villages Plan Chittenden County Regional Planning Commission (CCRPC) Charlotte, Vermont

D&K is supporting the Town of Charlotte by reviewing the East and West Villages to identify opportunities to modernize the Town's bylaws to allow higher density development to include affordable housing; conducting master planning for development and transportation infrastructure within the Villages; and conceptualizing connections to streets, trails, and paths to enhance multi-modal travel. This project is an effort to update Village Plans and Land Use Regulations within the Villages, incorporating the vision and desire of Charlotte's residents utilizing smart growth principles.

Traditionally, Charlotte has been a rural community, but as increased development occurs, D&K is facilitating a process to assist the community to consider where residents want to focus that development and how to preserve the character of the Town. Using this public input, the data will develop designs that may include potential building locations, green spaces, natural and conserved areas, street connections, trails and bike/pedestrian infrastructure, parking, and more. D&K is providing services for a simultaneous project is to address alternative transportation options in the West Village, with an eye towards active transportation and a new park and ride, to increase accessibility and reduce emissions. Public engagement included targeted stakeholder interviews, a visual preference survey, public design workshop, and project website.



Village Center Streetscape & Green Space Conceptual Design Chittenden, Vermont

The Town of Chittenden is taking steps to improve and revitalize the core of its community. D&K facilitated the public design process around three key components of the project: assess the Town-owned buildings in the Village Center, proposing new and creative ways to utilize the space; review the road network to propose improved bike and pedestrian infrastructure as well as traffic calming elements; and enhance the use and connections between the public green spaces in the Village Center.

D&K coordinated with the Steering Committee and the Planning Commission to lead two public engagement events through a block party and the Chittenden Harvest Festival. The D&K team developed a robust three-part plan to guide the Town through implementation. The project is funded by the Municipal Planning Grant program. The project goals are to provide the groundwork to update the Town Plan while beautifying public spaces and buildings, preserve a historic monument, and improve pedestrian and vehicle safety in the Village Center. Public engagement included an interactive community block party and presentation of alternatives at the fall Harvest Festival.

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Vergennes Planning and Environment Linkages (PEL) Study Vergennes, Vermont

D&K is providing coordination and public engagement on a consultant team that is evaluating transportation alternatives to reduce the impact of large truck traffic on VT 22A and downtown. The project seeks to enhance the quality of life and economic vitality for residents in the City and surrounding towns, by evaluating five alignments to separate heavy truck traffic from the downtown corridor. Main Street/VT 22A carries approximately 750 trucks per day, and this volume is consistently trending upward.

D&K is leading the assessment of environmental resources and the development of potential future land use scenarios while assisting with the overall project management and coordination with project stakeholders and permitting entities. Public engagement strategies have included the distribution of thousands of mailers, emails, press releases, virtual and in-person public meetings, interactive workshops, and using other methods to collect input from residents, visitors, business owners, affected municipalities, and commercial vehicle operators who rely on the VT 22A state highway through Vergennes.

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Monkton Bike/Ped Scoping Study
Monkton, Vermont

D&K is collaborating with the Town to explore potential alternatives for new bicycle and pedestrian facilities along the roadways that make a loop around Cedar Lake—Monkton Road, Monkton Ridge, Silver Street, Rotax Road, Pond Road, and Davis Road. Improvements for bicyclists and pedestrians along this loop will improve walkability within the Village and serve many landmarks in the Town.

D&K performed a review of natural and cultural resources and is reviewing the overall project area existing conditions to assist in the development of project alternatives. The D&K team will advance the next steps for this project to include the Local Concerns Meeting, development and evaluation of alternatives, the Alternatives Presentation Meeting, and preparation of the Scoping Study Report. Alternative evaluations will include preparation of opinions of probable construction costs, comparison of potential environmental and cultural impacts for each alternative, and an evaluation matrix.

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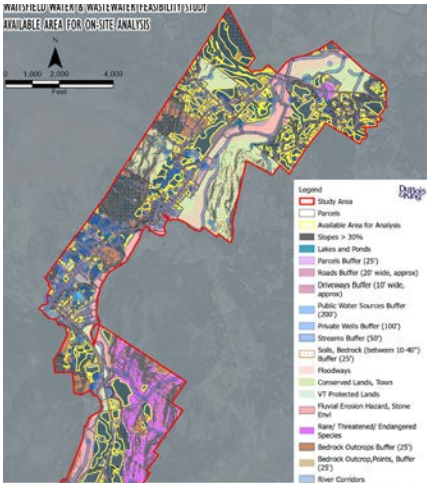

Water and Wastewater Feasibility Study Waitsfield, Vermont

DuBois & King provided a feasibility study and report for water and wastewater systems to serve the Town's unsewered Village Centers located in the Mad River Valley. Services included developing a GIS basemap using available information, such as aerial imagery, Town parcel mapping, LiDAR survey information, USGS soil mapping, and GIS mapping of other layers, such as drinking water well locations, wetlands, and floodways. A water distribution system GIS layer was created and added to the basemap based upon record drawings, and all physical addresses currently connected to the water system were updated. State-mapped natural resources were imported into the basemap. D&K evaluated the wetlands and habitat features and provided a recommendations memo with the study.

Utilizing the data from the GIS basemap, data gathered from the Town Plan, a review of state wastewater permits, and research on the 1,700-acre study area, including the existing facilities, D&K worked with the wastewater committee to complete a thorough analysis of the wastewater needs in the study area. Based on the community's needs, D&K developed multiple conceptual plans for wastewater alternatives and provided an analysis for each. Conceptual-level Opinion of Probable Construction Costs, Project Cost Summary, and Life Cycle Cost Analysis were prepared for each alternative. D&K developed a project website, assisted the Town with public engagement, and conducted public informational meetings. The study findings and feasibility study report were presented to the public and the Town has elected to move forward with a Preliminary Engineering Report and Environmental Information Document for the preferred alternative.

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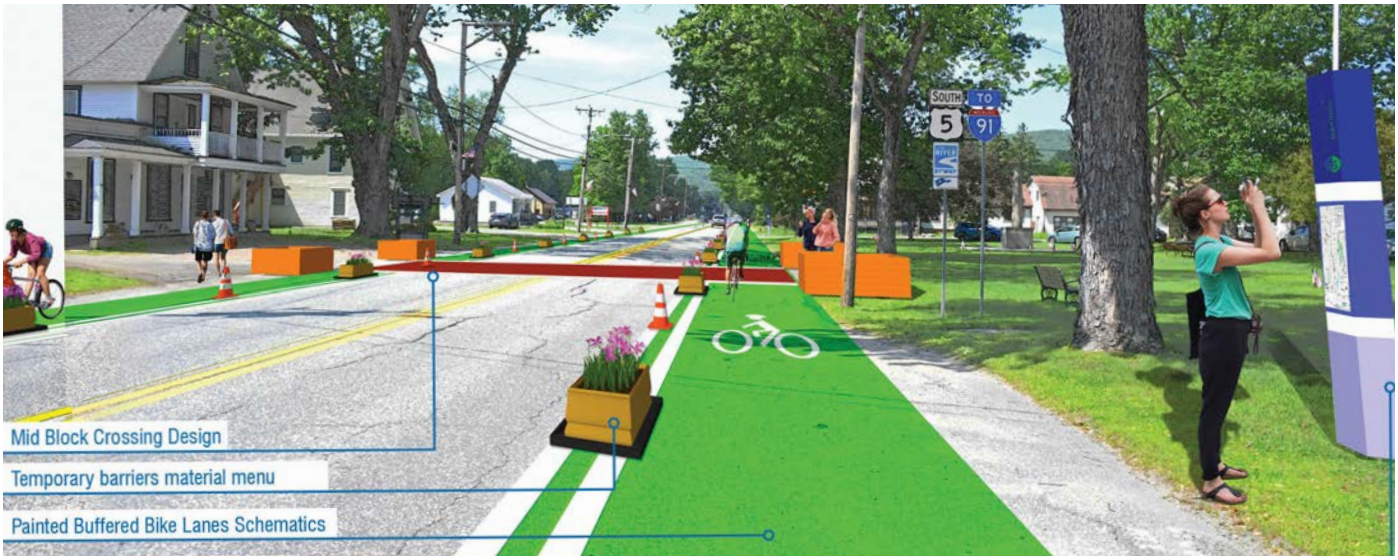
Corridor Natural Resource Investigations Vermont Agency of Transportation (VTrans) West Haven-Benson and Orwell (VT22A), Vermont

D&K led a natural resource investigation of two approximate three-mile sections of VT 22A for a VTrans road widening project. The D&K team conducted extensive wetland delineations in accordance with state and federal criteria, stream classifications, and identified invasive species, bat habitat, and vernal pools. Resources were located with a handheld GPS unit. Project deliverables included reports detailing the investigation findings with wetland functions evaluation, wetland data forms, photograph logs, and ArcGIS maps illustrating resources identified. In addition, data collected was provided in the form of ArcGIS shapefiles and MicroStation .dgn files.

D&K performed services under successive on-call contracts to assess potential impacts from highway construction projects to both aquatic and upland plants, animals, and habitats, including wetlands and surface waters, and invasive species. Firm services include reviewingg natural resources data, gathered through desktop review and in the field concerning the presence of rare, threatened, or endangered species and of natural communities of concern. D&K evaluates local, state, and federal regulatory requirements to identify potential impacts or constraints associated with natural resources. Responsibilities have included providing mitigation recommendations that might be necessary to reduce impacts to a plant or animal species or their habitat. Assignments have included wetland delineation, evaluation, mapping, impact assessment, and mitigation services for a variety of projects, including road reconstruction, bridge reconstruction, new road alignments, alternative alignment studies, and compensatory wetland mitigation site searches.



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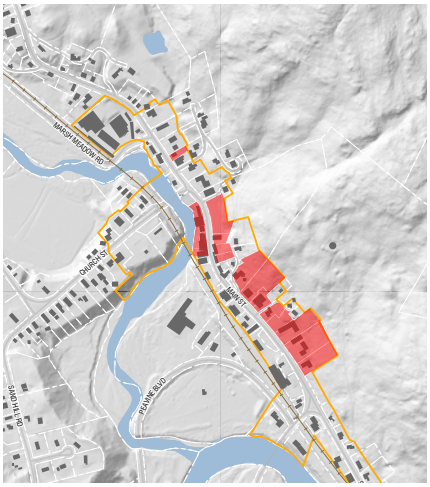
US 5 Corridor Master Plan
Fairlee, Vermont

D&K worked with the Town to guide coordinated future infrastructure and streetscape investments, including a transportation and commerce plan for the half-mile US 5 corridor from Lake Morey Road to Bridge Street. The plan prioritized the steps the Town could take to create a robust year-round economy where safe, multimodal travel leads to a vibrant and livable center. The plan draws upon an existing conditions analysis, market research, vibrant community events, and innovative design to recommend design alternatives, make cost estimates, and identify funding strategies and resources. Initially, a public workshop kicked off the project, followed by a sequence of public events to garner ideas and support for the project. Streetscape enhancements, walking and bicycling infrastructure, subsurface utility needs, green stormwater design, and economic development opportunities were included in the final plan, with a focus on recommendations that are implementable and achievable.

The Town has moved forward to implement stormwater management, utilizing State of Vermont grant funding, create sidewalks, and build a new mixed-use building in the downtown. D&K has worked with the Town on the stormwater and sidewalk projects under separate contracts.

The project was funded through the Vermont Better Connections Grant Program and through the Better Connections/Clean Water Initiative Fund. *This project received a Merit Award from VT Urban and Community Forestry in 2021 and a Merit Award from ACEC-Vermont in 2022.*

Top images: rendering by D&K; middle and bottom left images: existing conditions



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Bethel for All
Village Accessibility and Stormwater Master Plan
Bethel, Vermont

D&K developed a plan to improve accessibility, connectivity, and economic development opportunities for Bethel's village. As a small village with an unusually high number of recreation facilities, sites, and historic commercial properties, Bethel looked to improve access for persons with disabilities, wayfinding, and its streetscape. D&K's planners led a team to carry out a robust Public Engagement effort to garner community support and address economic development and accessibility issues, which included eight in-person or virtual events. There were five key focus areas: Accessible Streets; Accessible Parks; Village Vitality, including branding, accessibility improvements, wayfinding, and facade improvements; Community Capacity, including the resources needed for the Town to implement project ideas; and clean water. The clean water component included a stormwater assessment of the greater village area with five areas advanced to 30% design documents.

The plan is a first-of-its kind accessibility document for a Vermont community and includes methods and design guidelines to help businesses engage and improve access for patrons who have mental, sensory, and physical disabilities. It identifies specific "on the ground" actions that the Town can take to enhance accessibility for civil/streetscape/facility design practices. It included recommendations for eight park areas throughout or adjacent to the Village, including options for minor redevelopment to major redesign.

** Mid-left image, preliminary access audit map; remaining photos, existing conditions*

Heart of Gardiner Downtown Master Plan Gardiner, Maine

D&K completed the Downtown Gardiner Master Plan in 2021. Known as the "Heart of Gardiner," this planning effort was a collaborative project supported by the City of Gardiner, Gardiner Main Street, Friends of the Cobbossee, and downtown merchants. The project focused on a 0.07-square-mile downtown core with adjacent downtown gateways. D&K's planning staff worked with this diverse group of stakeholders to develop an interactive project website, public announcement materials, and conduct a public visioning process. A public survey recorded 240 individual responses on questions such as the focus of a downtown identity and ranking of different downtown opportunities. A public visioning meeting took place in the heart of Downtown with 75 attendees reviewing and providing input on information from redevelopment of the historic arcade to reimagining parking. Focused on balancing environmental, economic, and placemaking issues, the final deliverable is a community-supported master plan that envisions a future and establishes a framework for the next 10 years for the downtown Heart of Gardiner.

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Emily Lewis, PLA, LEED AP

Project Manager/Landscape Architect/Environmental Planner

EDUCATION

M.S., Environmental Sciences and Policy, Johns Hopkins University, 2016
Bachelor of Landscape Architecture, Pennsylvania State University, 2007

REGISTRATIONS

Professional Landscape Architect: VT 133745, NH 227, MD 3695

Ms. Lewis has 16 years of experience with multidisciplinary projects, including transportation, Complete Streets, parks, and trails, stormwater management facilities, and land planning projects. In addition to landscape planning and design services, Emily has served as the landscape construction administrator and inspector for several large-scale, suburban, and rural highways, and has provided environmental site assessments, forest delineation, and environmental restoration. She has significant experience in community outreach, including facilitating meetings and design charrettes, and presenting to community groups and local governments.

Milton Downtown Core Development Design, CCRPC, Milton, VT. Project Manager/Landscape Architect working closely with CCRPC to develop a Milton Downtown Core—a direct result of the Community Visit process, Milton on the Move. One of three key priorities identified in that process, the project includes creating a "central, walkable, and accessible downtown area" that "could include a town green and walkable businesses and amenities." Milton on the Move contains a robust list of action steps for developing a Downtown Core that can be utilized in this planning process. D&K is facilitating public engagement, building on the work of Milton on the Move, to inform conceptual designs for a Downtown Core. The planning process, including a design-charrette, will result in a conceptual plan, street sections, photo visualizations, and recommendations for regulatory updates that will include information about land uses, building locations, streetscapes, gathering spaces, pedestrian networks, stormwater treatments, and landscape treatments.

Village Center Streetscape and Green Space Conceptual Design, Chittenden, VT. Project Manager and Landscape Architect for a plan to revitalize the Village core and provide groundwork to update the Town Plan. D&K facilitated the public design process around three key components of the project: assess the Town-owned buildings in the Village Center, proposing new and creative ways to utilize the space; review the road network to propose improved bike and pedestrian infrastructure as well as traffic calming elements; and enhance the use and connections between the public green spaces in the Center. Led public engagement events at a block party and the Chittenden Harvest Festival and coordinated with the Steering Committee and the Planning Commission. Developed a robust three-part plan to guide the Town through implementation. The project is funded by the Municipal Planning Grant program.

Main Street to Morey, US 5 Corridor Master Plan, Fairlee, VT. Landscape Architect for a downtown economic, multimodal transportation, and stormwater revitalization plan serving 0.5 miles of a core downtown area. Responsible for developing stormwater and streetscape design concepts. The project was supported by a Vermont Better Connections grant which included funding from VTrans, ACCD, and DEC. *This project received a Merit Award from VT Urban and Community Forestry in 2021 and a Merit Award from ACEC-Vermont in 2022.*

East and West Villages Plan, Charlotte, VT. Project Manager to review and identify opportunities for the Villages to modernize the Town's bylaws and incorporate the vision and desire of Charlotte's residents. The project goal was to allow higher density development, including affordable housing; conduct master planning for development and transportation infrastructure; and conceptualize connections to streets, trails, and paths to enhance multi-modal travel within the Villages while maintaining the rural, agricultural, and natural character of the broader town. The project designs included potential building locations, social gathering spaces, natural and conserved areas, street connections, trails and bike/pedestrian infrastructure, parking, and more. Following the design process, D&K drafted proposed bylaw revisions to allow this vision to be realized. Responsible to lead the conceptual design, coordinate client and stakeholders, and manage the public engagement process and materials.

Heart of Gardiner Downtown Master Plan, Gardiner, ME. Landscape Architect for a collaborative planning effort supported by the City of Gardiner, Gardiner Main Street, Friends of the Cobbossee, and downtown merchants. Worked with this diverse group of stakeholders to develop an interactive project website, public announcement materials, and public visioning process. With a focus on balancing environmental, economic, and placemaking issues, the final deliverable was a community-supported master plan that envisions a future for the Heart of Gardiner, establishing a 10-year framework for downtown. *This project received a Merit Award for Planning, Research, and Analysis from the Vermont Chapter of the American Society of Landscape Architects in 2022.*

Jonathan Ashley, PE

Project Director/Quality Reviewer

EDUCATION

B.S., Environmental Engineering, Rensselaer Polytechnic Institute, 1992
M.S. Course, Advanced Hydrology, Kansas State University, 2001
M.S. Course, Physical and Chemical Hydrogeology, University of Massachusetts, Lowell, 1996
M.S. Courses, Wastewater Treatment and Engineering; Open Channel Hydraulics, University of New Haven, Connecticut, 1994-95

REGISTRATIONS

Professional Engineer: VT 7350, NH 9709, NY 79818
40-hour OSHA HAZWOPER Course
8-hour OSHA HAZWOPER Course
Firefighter I Certification

Mr. Ashley has 31 years of environmental and civil engineering experience. The Director of D&K's Public Works Division, Jon's experience includes planning, management, and design of water and sewer projects, hazardous waste and brownfield remediation, road and slope projects, stormwater collection and treatment, and site/civil development projects for municipal, state, local, and private clients. Jon has supported environmental documentation and permitting for infrastructure and site projects and maintains strong working relationships with regulatory officials.

Water and Wastewater Feasibility Study, Waitsfield, VT. Project Manager to assist the Town with a feasibility study and report for wastewater systems to serve the Town's unsewered Village Centers. The project advanced and D&K developed a Preliminary Engineering Report (PER) and Environmental Information Document (EID) for the preferred wastewater alternative. Responsible to oversee the GIS basemap development and complete a wastewater needs assessment of the study area. Prepared conceptual plans for wastewater alternatives and conceptual-level OPCC. Conducted stakeholder milestone meetings. Presented findings and recommendations of the report to the community. Assisted the Town with funding applications.

Gravel Pit, Waitsfield, VT. Developed site plans and a stormwater pollution prevention plan (SWPPP) for the Town of Waitsfield's municipal gravel pit. Developed plans for excavation, erosion prevention and sediment control, stockpiling areas, crushing areas, and access road. Prepared Town Zoning permit application and presented at public hearings. Assisted the Town with implementing the SWPPP, including the required sampling program.

Community Water System, Waitsfield, VT. Prepared an Environmental Report and Act 250 Permit application for a new proposed municipal water system (with water mains, a source well, and a water storage tank) to serve the Waitsfield and Irasville Village growth centers.

ARPA Healthy Homes, VT DEC, Various, VT. Contract Manager to lead the development of Preliminary Engineering Reports (PERs) for 11 mobile home communities throughout the state to identify needs for improvements to wastewater, potable water, and stormwater infrastructure and systems. In 2023, led the D&K team to review existing conditions for these three systems, prepare GIS mapping, review state wastewater permits, and review online water supply information, preliminary review of environmental resources utilizing the VT ANR Atlas, development of 30%, 60%, and 90% PERs for all sites with varying degrees of needs at each site, and prepare EIDs. Responsible to provide quality assurance review, firm resource scheduling and budgeting oversight, and client coordination. Providing the same services for 11 additional MHCs in 2024.

Design and Construction Quality Assurance, NRCS, Bristol and Jericho Sites, VT. Project Manager responsible for overseeing the design and provision of construction quality assurance for a cost-shared project using funds from NRCS's Emergency Watershed Protection (EWP) Program. The streambank stabilization project located on the New Haven River along West Street in Bristol involved an unstable bank nearly 100-ft-high with an 8- to 10-ft- near-vertical face that threatened the loss of several homes and businesses, as well as their parking and leach fields. The Jericho site involved design for repair and/or replacement of a stone wall located on the Browns River at the "Old Red Mill", which is listed on the National Historic Register. This project protected the existing building, which houses multiple businesses, and access to the building entrances and parking for a public recreation area.

Neshobe Planned Unit Development, Brandon, VT. Project Manager for water, wastewater, road, sidewalk, and stormwater design services for a 150-unit Planned Unit Development (PUD) with mixed residential, agricultural, educational, and community uses. Oversaw an update to the Fire District's WaterCAD model to plan the needed water upgrades to accommodate the development. Evaluated feasibility and costs of necessary upgrades to municipal water and wastewater systems to accommodate the PUD.

Pearson Road Reconstruction, New Haven, VT. Designed road reconstruction, drainage improvements, and slope stabilization measures to repair a Town road damaged by significant flooding. The FEMA-funded project included topographic surveying, conceptual design, cost opinions, coordinating underground utility relocation, final design, and construction review.

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Dan Mallach, PLA, AICP, CPRP, ISA Certified Arborist

Landscape Architect/Planner

EDUCATION

Master in Landscape Architecture, University of New Mexico, 2009

B.A., Music, Minor in Plant Ecology, Middlebury College, 1995

REGISTRATIONS

Professional Landscape Architect: VT 133752, American Institute of Certified Planners
Certified Park and Recreation Professional
ISA Certified Arborist PD-2782A, Tree Risk Assessment Qualified (TRAQ)

Mr. Mallach is a Certified Planner (AICP), Registered Landscape Architect, Certified Park and Recreation Professional and ISA Certified Arborist with expertise in planning, design, ecology, and regulatory processes. His professional practice includes 19 years in transportation and community planning, planting, park and recreation design, natural and cultural feature stewardship, bylaw implementation, and working with public and private clients to achieve place-making and land management objectives.

In addition to being an Eagle Scout, Dan spent many summers as a YMCA camp counselor and nature instructor, learning and then teaching, about the natural world. He works to enhance community vitality, natural resilience, and enduring beauty through smart growth, collaborative conservation, and informed design.

Milton Downtown Core Development Design, CCRPC, Milton, VT. Landscape Architect/Planner working closely with CCRPC to develop a Milton Downtown Core—a direct result of the Community Visit process, Milton on the Move. One of three key priorities identified in that process, the project includes creating a "central, walkable, and accessible downtown area" that "could include a town green and walkable businesses and amenities." Milton on the Move contains a robust list of action steps for developing a Downtown Core that can be utilized in this planning process. D&K is facilitating public engagement, building on the work of Milton on the Move, to inform conceptual designs. The planning process will result in a conceptual plan, street sections, photo visualizations, and recommendations for regulatory updates that will include information about land uses, building locations, streetscapes, gathering spaces, pedestrian networks, stormwater treatments, and landscape treatments.

East and West Villages Plan, Charlotte, VT. Planner and Landscape Architect to review and identify opportunities for the Villages to modernize the Town's bylaws and incorporate the vision and desires of Charlotte's residents. The project goal was to allow higher density development in the village areas, including more affordable housing options; conduct master planning for development and transportation infrastructure; and conceptualize connections among roads, trails, and paths to enhance multi-modal travel. Based on substantial community participation, the project designs included potential building locations, social gathering spaces, natural and conserved areas, street connections, trails and active transportation infrastructure, public parking, and more. Responsible for public engagement project components, including organizing and leading public design workshops and group discussion forums, preparing a visual preference survey, and developing project outreach materials.

Village Center Streetscape and Green Space Conceptual Design, Chittenden, VT. Landscape Architect for a plan to revitalize the core of Chittenden Village. D&K facilitated the public design process around three key components of the project: assess the Town-owned buildings in the Village Center, proposing new and creative ways to utilize the space; review the road network to propose improved bike and pedestrian infrastructure as well as traffic calming elements; and enhance the use and connections between the public green spaces in the Village Center. Led public engagement events at a block party and the Chittenden Harvest Festival and coordinated with the Steering Committee and the Planning Commission. Developed a robust three-part plan to guide the Town through implementation. The project is funded by the Municipal Planning Grant program. The project goals will provide groundwork for updating the Town Plan while beautifying public spaces and buildings, preserve a historic monument, and improve pedestrian and vehicle safety in the Village Center.

Planning and Environment Linkages (PEL) Study, Vergennes, VT. Land Use Visioning Task Lead responsible to coordinate a series of community workshops and conversations with public officials in support of the study's purpose to reduce the adverse impacts of truck traffic in downtown Vergennes, which experiences approximately 750 trucks per day. Responsible to develop future land use scenarios and policy recommendations, in coordination with engineering, environmental and economic analyses, for lands adjacent to five potential new truck route alignments.

Bethel for All Village Accessibility and Stormwater Master Plan, Bethel, VT. Landscape Architect and Planner to improve connectivity, universal access, and economic development opportunities for the Village and improve access for persons with disabilities, wayfinding, and its streetscape. D&K's planners led a team, including an economic development consultant and accessibility specialist firm, as well as sharing a substantial public engagement effort. The plan is a first-of-its-kind accessibility document for a Vermont community and features items such as design guidelines to help businesses improve access for patrons who have mental, sensory, and physical disabilities; and discrete action items designed to enhance accessibility for civil/streetscape/facility design practices and the construction phase itself. Responsibilities included agency coordination, bylaw update recommendations, public outreach during community events, and conceptual plan development.

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Kait Campbell

Landscape Designer/Community Planner

EDUCATION

M.S., Ecological Design, The Conway School, 2023
B.S., Business Administration, Conc. in Accounting, Legal Studies, Bryant University

CERTIFICATIONS

Certificate in Permaculture Design (CPD)
Sowing Solutions, North Adams, MA 2016

Ms. Campbell is a landscape architect with two years of experience working with public and private institutions, as well as municipalities to develop plans for large campuses, local sites, and municipal-wide plantings. She also has experience using a range of tools, including ArcGIS, Adobe Creative Cloud, QGIS, and AutoCAD.

Milton Downtown Core Development Design, CCRPC, Milton, VT. Community Planner and Landscape Designer working closely with CCRPC to develop a Milton Downtown Core—a direct result of the Community Visit process, Milton on the Move. One of three key priorities identified in that process, the project includes creating a "central, walkable, and accessible downtown area" that "could include a town green and walkable businesses and amenities." Milton on the Move contains a robust list of action steps for developing a Downtown Core that can be utilized in this planning process. D&K is facilitating public engagement, building on the work of Milton on the Move, to inform conceptual designs for a Downtown Core. The planning process, including a design-charrette, will result in a conceptual plan, street sections, photo visualizations, and recommendations for regulatory updates that will include information about land uses, building locations, streetscapes, gathering spaces, pedestrian networks, stormwater treatments, and landscape treatments. Responsible for incorporating community feedback into a cohesive revitalization plan, facilitating a community design workshop, and creating graphics in plan view and three dimensions to convey conceptual designs.

East and West Villages Plan, Charlotte, VT. Landscape Designer assisting with the review and identification of opportunities for the Villages to modernize the Town's bylaws and incorporate the vision and desires of Charlotte's residents. The project goal was to allow higher density development in the village areas, including more affordable housing options; conduct master planning for development and transportation infrastructure; and conceptualize connections among roads, trails, and paths to enhance multi-modal travel. Based on substantial community participation, the project designs included potential building locations, social gathering spaces, natural and conserved areas, street connections, trails and active transportation infrastructure, public parking, and more. Assisted with all aspects of design and public engagement, responsible for developing the project website.

Guilford Strategic Plan, Guilford, VT. Landscape Designer assisting to develop a Strategic Plan that synthesizes elements of the Town Plan and community input into a set of actionable priorities yielding tangible results. D&K built a robust community engagement process with three initial community forums–tabling at the Library fundraiser, presentation and community conversation at a joint Planning Commission and Conservation Commission meeting, and a Business Breakfast roundtable—culminating in a visioning workshop around six key elements identified through the initial engagement and community conversations. The workshop lasted the better part of a day with participation ranging from 25-100 residents dropping in throughout the day. D&K is now summarizing the results of the process into a defined set of Goals, Strategies, and Actions. Assisted with public engagement workshop and development of a Strategic Plan Document.

Dog River Pedestrian Scoping Study, Northfield, VT. Landscape Designer assisting the Town to identify alternatives for a sidewalk or path connecting Dog River Park to the Town Common. Challenges include access management across wide parking lots and roads, accessibility for all residents, and a railroad crossing. This project will connect not only the Park and the Common, but the Green Mountain Apartments and the Senior Center. Responsible to conduct public engagement meetings, work with team members to assess existing conditions, and develop alternatives, and opinions of probable construction cost.

Aimee Rutledge, PWS, CPESC, CPSWQ

Senior Environmental Technical Lead/Permitting Specialist

EDUCATION

B.S., Environmental Management, University of Rhode Island, 1999

CERTIFICATIONS

Society of Wetland Scientists, Professional Wetland Scientist: 2238
Certified Professional in Erosion and Sediment Control: 4647
Certified Professional in Stormwater Quality: 732
VT Natural Shoreland Erosion Control Practices Certification

Ms. Rutledge has 24 years of experience completing environmental work, including environmental assessments; wetland delineations, and mitigation site design and monitoring; restoration design; ecological assessments; wildlife inventory and assessments; threatened and endangered species surveys; wetland functions and values assessments; and erosion and sediment control design and monitoring. Aimee is experienced in communicating with government, academic, and industry researchers and scientists, including attending meetings with third parties/clients and representing clients at public meetings and hearings. She has extensive knowledge and experience navigating the state and federal regulations and permits in Vermont, as well as New York and Rhode Island, and has established working relationships with the agencies and staff.

Water and Wastewater Feasibility Study, Waitsfield, VT. Senior Environmental Analyst assisting with the development of a feasibility study and report for wastewater systems to serve the Town's unsewered Village Centers. D&K is currently assisting the Town with development of a Preliminary Engineering Report and Environmental Information Document for the preferred wastewater alternative, which will provide the community with wastewater capacity to support much-needed housing, protect water quality and drinking water, and help sustain the village districts. Responsible to manage the natural resource investigation effort and conduct the permit compliance review for natural resources.

Mad River Green Shopping Center Permitting, Waitsfield, VT. Environmental Analyst responsible for a wastewater permit modification and Act 250 amendment. Projects at separate spaces in the Mad River Green Shopping Center involved a change in uses of existing spaces and outdoor patio expansion. The shopping center comprises a variety of businesses with a shared wastewater treatment system and an Act 250 Permit. The projects involved permitting services for a change in use; repurposing a former bank building, converting a salon to a butchery, restaurant outdoor patio expansion, and a new brewery. All projects involved an Act 250 compliance evaluation and, in most cases, an Act 250 Amendment and wastewater permit modification. The projects included close coordination with VT Agency of Natural Resources, VT Natural Resources Board, and the local Environmental Commission.

Bike-Ped Scoping Study, Monkton, VT. Field Naturalist responsible to review existing natural resources for a scoping study to explore potential alternatives for new bicycle and pedestrian facilities along multiple sections of road surrounding Monkton Pond. Performed a desktop and limited field review of natural resources, including but not limited to, wetlands, waterways, rare, threatened, endangered, and uncommon species, natural communities, non-native invasive species, bat habitat, and hazardous sites. Located natural resources and other notable features, such as stone walls and mature trees, using GPS. Prepared a natural resources technical memorandum detailing the findings of the desktop and field reviews, including accompanying ArcGIS mapping, photographs, USFWS Information for Planning and Consultation (IPaC) resource list.

Planning and Environment Linkages (PEL) Study, VT 22A, Vergennes, VT. Senior Environmental Technical Lead responsible to evaluate natural resources associated with transportation alternatives to reduce the impacts of large truck traffic on VT 22A and downtown in the City and surrounding towns. To date, this task has included desktop review and field investigations of existing natural resources within the route alternatives, totaling over 25 miles. Organized and performed a stakeholder and permitting agency site meeting for review of route alternatives and natural resources. Responsible to conduct an environmental assessment of potential constraints associated with the route alternatives, utilizing ArcGIS Pro to evaluate constraints, and develop report maps in ArcGIS Pro. D&K's UAV/drone flight imagery and data is being used to further evaluate natural resources in inaccessible areas.

Natural Resource Investigations, VTrans, West Haven-Benson & Orwell (VT 22A) Corridor, VT. Project Manager and Senior Environmental Technical Lead for a natural resource investigation of two approximate three-mile sections of VT 22A for a road-widening project. D&K conducted extensive wetland delineations in accordance with state and federal criteria, stream classifications, and identified invasive species, bat habitat, and vernal pools. Resources were located with a handheld GPS unit. Project deliverables included reports detailing the investigation findings with wetland functions evaluation, wetland data forms, photograph logs, and ArcGIS maps illustrating resources identified. In addition, data collected was provided in the form of ArcGIS shapefiles and MicroStation .dgn files.w

DuBois & King inc.

Andy Hoak, PE, PG

Senior Environmental Engineer/Hydrogeologist

EDUCATION

M.S., Hydrogeology, Clemson University, 1994
B.A., Geology, Environmental Studies, Alfred University, 1993

REGISTRATIONS

Professional Engineer: NY 101102, VT 8929
Professional Geologist: NH 388, NY 1131
Certified Wastewater Site Technician Type B: VT 487
Grade 2 Domestic Wastewater Operator: VT 1421
OSHA 40-Hour HAZWOPER Certificate
OSHA 8-Hour Supervisor Certificate
TSP-20-23000 NY, VT

Mr. Hoak has 30 years of experience in the design of water quality projects, with specialties in hydrogeology and environmental engineering. Andy serves as Director of D&K's Environmental Services Division, and oversees a wide range of water quality projects, including environmental investigations and remediation, water supply development and protection, decentralized wastewater disposal, site development, and land use planning. He has a proven track record of developing innovative stormwater management controls and advanced sediment and nutrient treatment methods, as well as extensive experience in stormwater permitting.

Flood Study of the Mad River Area, Central Vermont Regional Planning Commission, Waitsfield, Warren and Moretown, VT. Water Resources Manager to provide technical review and oversight of a flood study of the Mad River, Thatcher Brook, and Graves Brook in the towns of Warren, Waitsfield, and Moretown. The project team developed high-quality hydraulic models of the subject streams using HEC-RAS software and generating inundation maps for flows ranging from the 10- to 500-year flood flows. The maps and models are to be used to identify the most vulnerable infrastructure, such as roads, bridges, culverts, utilities, homes, and businesses, guiding the development of flood mitigation actions. Services include extensive survey of river cross sections, miles of hydraulic modeling using HEC-RAS 5.0, plus 2D modeling of two vulnerable sites with complex hydraulic characteristics. The team prepared a summary report of mitigation actions and inundation mapping of the three most vulnerable sites per town. The project is funded through a Community Development Block Grant for disaster recovery. Provided technical review of final report. Prepared and led public participation meetings.

Stormwater Improvements, Main Street to Morey, Fairlee, VT. Project Director to improve the overall function and aesthetic of the corridor, reduce stormwater impacts on businesses along VT 5, and successfully implement the proposed green stormwater treatment practices to better manage runoff. There are three project locations—in front of the Lakeside Automotive, Samurai Soul Food, and Country Supply businesses. Responsible to provide QA review of 60% plans.

Central Vermont Stormwater Master Plan, CVRPC, Barre City, Barre Town, and Plainfield, VT. Senior Water Resource Engineer responsible for managing survey and developing alternatives for a desktop study of readily available data relating to stormwater issues at each project municipality to frame the current status of stormwater infrastructure. Size: concept design for a total of 20 sites.

MS4 Flow Restoration Plan Implementation Projects, St. Albans Town, VT. Project Manager who led the implementation design for stormwater BMPs associated with a municipality-wide MS4 plan. Services included the preparation of project design plans, including existing and proposed conditions plans, profiles, and details for the redevelopment of existing stormwater treatment ponds. Responsible for overseeing the design deliverables and stormwater discharge permit applications to be submitted for the five project sites.

Chelsea Village Flood Study, Two Rivers Ottauquechee Regional Commission, Chelsea, VT. Senior Civil Engineer responsible for the evaluation of multiple structures spanning the First Branch of the White River in Chelsea's village center. Bridge opening dimensions and alignments have restricted the passage of storm flows causing ice jamming contributing to repeated flooding. Supervised the project team while they prepared a geomorphic assessment of the river and evaluated the hydraulic capacity of the bridges to identify potential flooding mitigation measures. Observed the formation of frazil ice as flows followed a steep reach within Jail Brook before being deposited at nearby bridges due to a change in channel slope. Responsibilities included quality assurance review of geomorphic assessment, hydraulic modeling, and mitigation recommendations. Also attended and led a public engagement meeting to discuss the finding of the investigation.

Gunners Brook Flood Mitigation and Floodplain Restoration, Barre, VT. QA/QC Reviewer and Manager, reviewed the design of in-stream flood mitigation structures and strategies. The analysis was completed using 2-dimensional modeling routines in HEC-RAS 5.0. D&K designed two in-stream woody debris collection racks to mitigate the potential for future debris jam events and damage to downstream structures; and stream channel and ecosystem restoration.

Chris Rivet, PE
Civil Engineer

EDUCATION
B.S., Civil Engineering, Norwich University, 2010

REGISTRATIONS
Professional Engineer: VT 109341

Mr. Rivet has 14 years of stormwater engineering experience. His project expertise includes the design, construction, and compliance inspection for site development projects throughout Vermont. Chris has served as the project manager and lead engineer for sand and salt shed projects going through the VTrans MAS process. He has prepared designs, observed construction, and performed compliance requirements for projects that cover the current stormwater permitting programs. His design work includes a range of site development, renewable energy, and culvert projects.

Bethel for All Village Accessibility and Stormwater Master Plan, Bethel, VT. Project Engineer to develop a plan to improve accessibility, connectivity, and economic development opportunities for the Village. As a small village with an unusually high number of recreation facilities and sites and historic commercial properties, Bethel looked to improve access for persons with disabilities, wayfinding, and its streetscape. D&K's planners led a team, including an economic development consultant and accessibility specialist firm, as well as sharing a substantial public engagement effort. The plan will be a first-of-its-kind accessibility document for a Vermont community and will include items such as design guidelines to help businesses improve access for patrons who have mental, sensory, and physical disabilities; and discrete action items designed to enhance accessibility for civil/streetscape/facility design practices and the construction phase itself. Responsibilities included reviewing stormwater infrastructure information, project coordination, and attending meetings and site visits. Prepared conceptual stormwater design, BMPs, and calculations, opinion of construction costs, and summaries.

Stormwater Improvements, Main Street to Morey, Fairlee, VT. Project Manager to improve the overall function and aesthetic of the corridor, reduce stormwater impacts on businesses along VT 5, and successfully implement the proposed green stormwater treatment practices to manage runoff. The project implements stormwater infiltration and treatment practices in front of Lakeside Automotive, Samurai Soul Food, and Country Supply. Responsibilities included attendance of stakeholder meetings, overseeing the development of plans, permitting assistance, coordination of right-of-way acquisition, contract plans, development of the OPC, assistance with the bidding and award process, and construction phase services. The Town utilized Municipal Mitigation Grant funding through the VTrans MAS to complete the design and implementation of green stormwater infrastructure.

MS4 Design Implementation, St. Albans, VT. Project Engineer supporting the implementation of stormwater best management practices associated with a municipality-wide MS4 plan. Responsible for the preparation of project design plans, including existing and proposed conditions plans, profiles, and details for the redevelopment of stormwater treatment ponds. Also responsible for the preparation of the stormwater discharge permit applications

Stormwater Mitigation Design, CVRPC, Woodbury, VT. Project Manager and Engineer for final designs of four stormwater mitigation practices to be implemented at the Woodbury Elementary School, Fire Department Annex & Food Shelf, Fire Station and Post Office, and Church Street. The proposed stormwater BMPs include subsurface infiltration chambers and a subsurface gravel wetland.

Stormwater Improvements, Barre Auditorium, Central Vermont Regional Planning Commission, Barre, VT. Project Engineer for stormwater improvements to a municipally owned arena and auditorium site, which includes 10 acres of impervious surfaces. Provided client coordination, evaluation, and design for alternatives; reviewed and coordinated development of the Engineering Feasibility Analysis; and attended site visits.

Feasibility Analysis and Permitting for Three-Acre Manufactured Housing Communities, VT DEC, Various Locations, VT. Project Manager for design and permitting assistance for nine non-profit, cooperative, or privately-owned MHCs located within the sensitive Lake Champlain and Lake Memphremagog watersheds. VT DEC, in accordance with the Governor's Recovery Plan, has budgeted for stormwater mitigation efforts at MHCs in order to comply with the Stormwater General Permit 3-9050, also known as the "Three-Acre General Permit." Responsibilities include providing financial and technical assistance in developing a project and providing permit compliance to improve stormwater runoff and water quality.

Aaron Marcus

Wetlands Scientist

EDUCATION

B.S., Conservation Biology, SUNY ESF, 2006

CERTIFICATIONS

Advanced Certificate in Field Botany/Floristics (Native Plant Trust)

Mx. Marcus is a Wetlands Scientist with 17 years of experience in botany and natural resources. They worked for the VT Department of Fish and Wildlife, managing the state's rare plant data and conservation statuses, and for Green Mountain & Finger Lakes National Forest as a botanist. Aaron has provided wetland delineation, permitting assistance, and plant identification for several civil/site, structural, transportation, and aviation engineering projects throughout New England.

Three-Acre Permitting Assistance for Manufactured Housing Communities, VT DEC, Various, VT. Wetlands Scientist for a project to complete permitting, engineering feasibility analysis, and design to treat stormwater runoff at Vermont manufactured housing communities to comply with the Stormwater General Permit. Responsible for wetland delineation.

Natural Resource and Wetlands Identification, Burlington-Winooski RAIZ(21), VTrans, VT. Wetland Scientist to delineate state- and federally regulated freshwater wetlands and waterways in the project study area. Delineations made in accordance with USACE 1987 Wetland Delineation Manual, 2012 Regional Supplement for the Northcentral and Northeast Region, and Ordinary High Water Mark Guidance. Surveyed 75-foot wetland buffer around study areas. Identified anticipated impacts to known natural resources.

Wetland Delineation, VT BGS, Vergennes, VT. Wetland Scientist provided review of two parcels potentially containing wetlands. Evaluated and mapped Class II and Class III wetlands in a complex wet clayplain matrix with sub-meter accuracy GPS. Project included evaluation of potential bat roost trees as well as identifying and documenting new rare and uncommon plant populations. Deliverables included DEC verification, GPS mapping, RTE identification, and a natural resource memo. Provided coordination between stakeholders, completed a site visit, and obtained verification from the DEC.

Sanborn Bridge Rehabilitation, Lyndon, VT. Wetlands Scientist for a project to evaluate existing conditions, provide load rating, and develop Preliminary Engineering Plans for repair/rehabilitation of the superstructure and a complete replacement of the substructure. Provided permitting assistance, wetland delineation, and wetland mapping.

Airport Engineering Services, Machias Valley Airport, Machias, ME. On-call engineering contract to provide engineering services for the Airport Improvement Program. Projects include:

- **Runway 4-22.** Wetlands Scientist to provide GIS mapping.

Schematic Design, On-Call Engineering Assistance, Galaxy of Yes Development, Middlesex, VT. Wetlands Scientist to provide site mapping for stream delineation, tree clearing, and bat habitat markups. Evaluated ordinary high water (OHW) elevation.

Emergency Culvert Replacement, Bethel, VT. Wetland Scientist providing a natural resource inventory of the project site, including potential bat habitat trees. Evaluated ordinary high water (OHW) elevation and flagged in the field for the basemap. Mapped wetland areas.

Botanical and Natural Community Inventory, Telephone Gap Integrated Resource Project, Green Mountain & Finger Lakes National Forest, VT. Seasonal Botanist monitoring and documenting botanical inventory for over 30,000 acres of federal land. Inventory included complete desktop review and 3 years of inventory. Provided an entire natural community inventory, mapped over 30 state-significant communities, and 1,000 acres of old forest, most of which were new documentations. Provided management recommendations.

Botanical Inventory, South of VT 9 Integrated Resource Project, Green Mountain & Finger Lakes National Forest, VT. Seasonal Botanist provided a full desktop review and botanical inventory of well over 10,000 acres, including dozens of new Regional Forester Sensitive Species (RFSS) populations, exotic invasive plant populations in wetlands, and management recommendations.

TOWN OF WAITSFIELD, VT

IRASVILLE VILLAGE MASTER PLAN

QUALIFICATIONS

MARCH 15, 2024

REGROWTH PLANNING

IN ASSOCIATION WITH:

tce a Bowman company

CONTACT
Michael Allen
P.O. Box 892
Dorset, Vermont 05251
www.regrowthplanning.com

EMAIL
mallen@regrowthplanning.com

PHONE
(518) 496-3009

View along the Mill Brook, tributary to the Mad River

March 15, 2024

JB Weir
Planning & Zoning Administrator
4144 Main Street
Waitsfield, VT 05673

Re: Request for Qualifications - Village of Irasville Master Plan

Mr. Weir,

Please accept this document as our formal submission in response to the RFQ for *Village of Irasville Master Plan* on behalf of the **Regrowth Planning** team**.** Regrowth Planning is a land use planning firm specializing in community redevelopment and master planning for small communities. For this qualifications package, Regrowth is proposing the serve as the project lead, overseeing the community planning and visioning work, coordinating and meeting with the steering committee, leading the public outreach, and authoring the Village Master Plan.

Joining me for this work would be **Trudell Consulting Engineeers (TCE)** of Williston, VT. TCE specializes in site/civil/environmental engineering as well as landscape architecture. Their office would be providing all of the engineering and landscape architectural design related to the development of the stormwater and wetlands capacity, and would be assisting in the public outreach process.

Together, we feel that the combination of our two firms would provide excellent coverage of the planning and engineering-related issues which are the focus of this community effort, and we hope that you will invite us to provide a full proposal during the next phase of consideration.

We have included with this package our qualifications and similar project experience, for your review. In the meantime, I would invite you to visit one of our project webpages currently being maintained for another planning effort, which can be found at: www.tinyurl.com/georgiatownplan, and to visit our websites – found at www.regrowthplanning.com, and www.tcevt.com – to learn more about us.

Thank you for the opportunity to submit our qualifications for this effort. Feel free to contact me anytime at (518)-496-3009 if you have any questions.

Thank you for your time.

Michael B. Allen
Regrowth Planning

WEBSITE: www.regrowthplanning.com
ADDRESS: PO Box 892 Dorset, Vermont | 05251
EMAIL: mallen@regrowthplanning.com
PHONE: (518) 496-3009

VILLAGE OF IRASVILLE VT

TABLE OF **CONTENTS**

ABOUT US / TEAM INFO

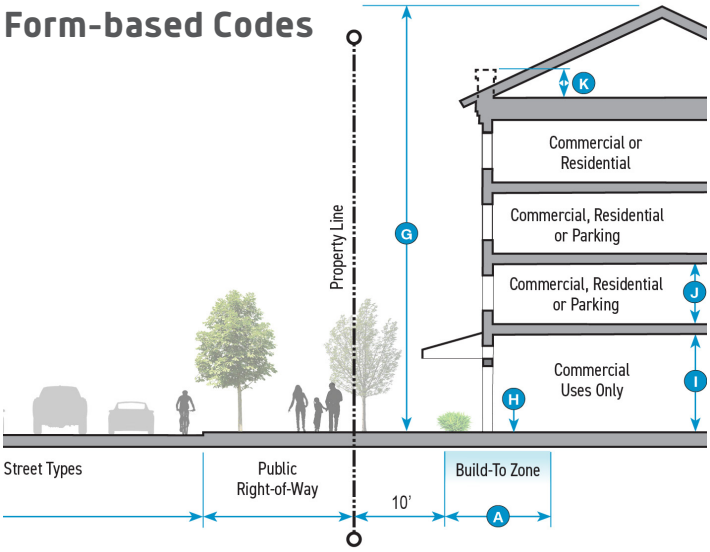
REGROWTH PLANNING

Regrowth Planning was founded in 2020 by Michael B. Allen, A.I.C.P. who has been a practicing professional planner since 2003. Michael has over 20 years of planning experience working directly with municipalities and the public to help improve their communities through active public outreach and dialog.

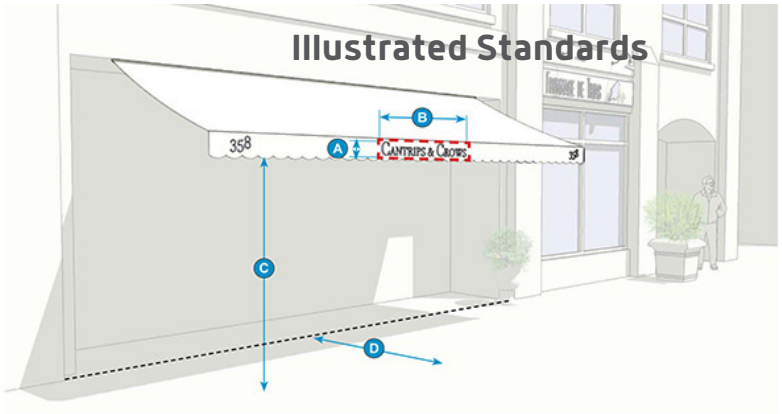
Experience includes community Master Plans, Town Plans and Comprehensive Plans, Open Space and Farmland Protection Plans, Hazard Mitigation Planning as well as Zoning Updates, with a specialization in development of form-based codes, illustrated zoning standards, design guidelines and planning visualizations.

Illustrated standards and visualizations greatly help applicants and the public visualize proposed goals or development before they occur. These tools help to make complex code requirements much more user friendly to applicants and the public, and are particularly useful in providing clear guidance on the desired visual aesthetic of new development.

Form-based Codes



Illustrated Standards

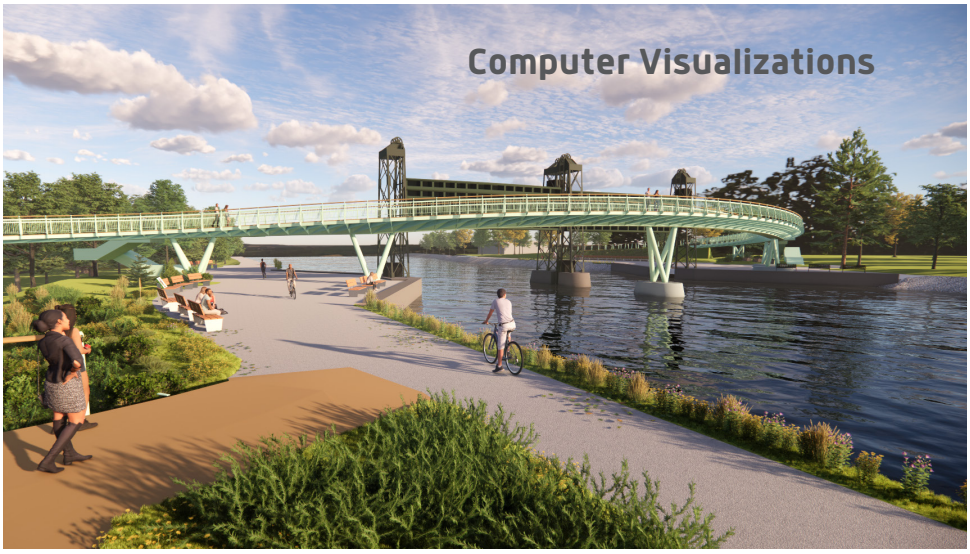


Sign Dimensions

	Transect Zones (T4, T5, T6)	(districts)	(districts)
A Text height (max.)	8"	25% of awning face, up to 100 s.f.	
B Text width (max.)	80% width of awning/15 feet max.		
C Vertical clearance (min.)	7 feet	7 feet	7 feet
D Extension from facade (max.)	7 feet	7 feet	7 feet

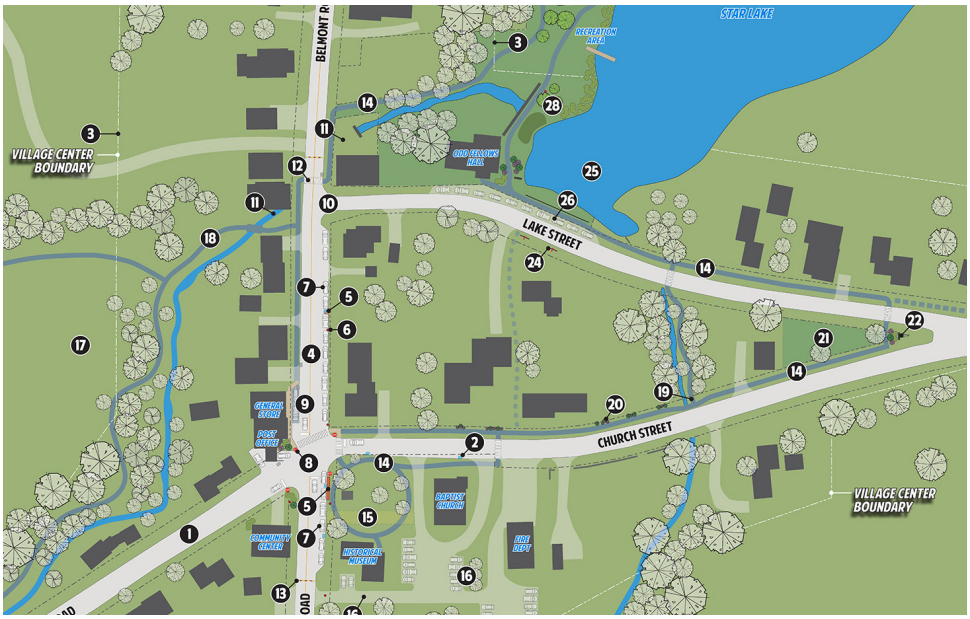
Master Planning

Photo-simulations



Computer rendering of proposed new Empire State Trail waterside route and pedestrian bridge along the Erie Canal, Brockport, NY.

Regrowth Planning presents preliminary recommendations for the Town of Chatham NY Comprehensive Plan.



Overview map of proposed recommendations for the Belmont Village Master Plan in Mount Holly, VT

REGROWTH PLANNING

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Dorset, Vermont 05251

info@regrowthplanning.com
(518) 496-3009

Firm Overview & History

TCE specializes in traffic engineering, site/civil engineering, landscape architecture, land surveying, and environmental services for a variety of clients in Vermont. The clients for TCE span the public and private sectors and range from individual homeowners to large corporations and municipalities

TCE was founded in 1975 and has continued to evolve and adapt to the changing economy and challenges of an ever increasingly complex regulatory world. TCE assists their clients with achieving their goals and developing successful projects from the initial concept through final construction and/or reporting. The firm's core values are strength, dedication, collaboration, time management, and responsiveness. TCE works collaboratively to help its clients succeed, and as a multi-disciplinary firm, is focused on providing innovative and cost-effective solutions to complex problems.

As of February 5th, 2024 TCE and Bowman, a national engineering firm with over 2,000 employees and 90 offices throughout the United States.
TCE is excited to join with Bowman and continue to to provide our comprehensive services to all our existing and new clients.

Michael Allen, AICP
Regrowth Planning

Mr. Allen has been a practicing professional planner since 2003, with 20 years of experience working directly with municipalities and the public to help improve their communities. Prior to founding Regrowth Planning in 2020, he served as Senior Associate with Behan Planning and Design of Saratoga Springs for over twelve years, and served as Principal of his own consulting firm Bailliere Consulting which specialized in zoning updates and design guidelines. Working today as a sole-practitioner, his work focuses on community redevelopment and enhancement with zoning updates, illustrated form-based codes and design guidelines. Over the course of his career he has worked to develop planning strategies for comprehensive plans, neighborhood master plans, open space and farmland protection plans, hazard mitigation and many other community planning efforts.

A core strength of Mr. Allen's work is his focus and ability to facilitate a wide variety of public outreach efforts to bring the community together for discussion. While these typically started out as large public meetings, presentations, workshops, open houses and sometimes "pop-up" workshops, they have also evolved today to including remote/virtual exercises, including hosting online webinars, interactive zoom meetings with live audience polling, and online community surveys.

Role: Mr. Allen will serve as project lead, coordinating communications with the steering committee, leading the general community planning effort, public outreach and developing the overall Master Plan document.

Lucy Thayer, PLA
Project Manager
TCE

Lucy is a landscape architect licensed in Vermont and project with experience in master planning, residential, and commercial development, all of which include environmental resource planning, stormwater, and/or wetlands.

Lucy's recent work includes the master plan for a 32-unit residential housing project that was designed around wetlands/wetland buffers and included a comprehensive stormwater treatment area. Lucy has designed projects in urban and downtown areas that emphasize compact, pedestrian friendly design, including form-based code districts.

Lucy's past experience also includes work on several master planning projects funded by the Better Connections grant including the Vergennes Downtown Basin Master Plan (2016) and Island Pond Downtown Revitalization Master Plan (2019) that required close coordination and feedback from project steering committees and large public outreach efforts.

As a landscape architect working closely with a strong engineering team, Lucy is able to identify and coordinate site planning, natural resources, and stormwater early in the design process to ensure well thought out and implementable projects.

Role: Lucy's role for the project will be to lead the design, engineering, and environmental efforts for the wetland enhancement. She will also help to facilitate public outreach events and contribute to overall community master planning.

ABOUT US / TEAM INFO

Andrea Poulos, PE
TCE

Andrea is a professional engineer and wetland delineator with experience in stormwater design, wetland restoration, and GIS modeling/mapping. She has worked on wetland restoration projects around Vermont, including with the Vermont Land Trust to restore a wetland in an agricultural field.

Role: Andrea will work on the team to assess the wetland functions, identify potential ways absorptive capacity can be increased as well as methods to manage new stormwater runoff that may result from the master planning efforts.

Cole LaFleche, PE
TCE

Cole is a professional engineer fluent in urban design, infill projects, and, importantly, stormwater design and treatment. Cole's understanding of stormwater needs and state regulations will allow the team to provide practical solutions to design options.

Role: Cole will work with the team to identify stormwater needs and schematic designs as needed to address new impervious surface and development associated with a compact development.

Levi Keszey, PWS
TCE

Levi is a Professional Wetland Scientist and ecologist with an in depth understanding and knowledge of the ins and outs of wetlands - how they are classified, their function, and value. Levi is also an active member of the Vermont Association for Wetland Science (VAWS), serving on the Education Committee and leading workshops for his peers.

Role: Levi will play an important role in understanding and interpreting the wetland functions identified in the 2021 Wetland Analysis, working with the team to understand the potential for increasing flood resiliency, providing GIS mapping, and long-term wetland planning.

Michael B. Allen, AICP

Principal, Regrowth Planning

Michael B. Allen has been a practicing professional planner since 2003, with 20 years of experience working directly with municipalities and the public to help improve their communities. Prior to founding Regrowth Planning in 2020, Michael served as Senior Associate with Behan Planning and Design of Saratoga Springs for over twelve years, and was Principal of his own consulting firm specializing in zoning updates. Michael specializes in developing illustrated form-based codes and design guidelines. Over the course of his career he has worked to develop planning strategies for comprehensive plans, master plans, open space and farmland protection and community enhancements.

EDUCATION

Bachelor of Architecture | 1993
Syracuse University School of Architecture
Syracuse, New York

PROFESSIONAL EXPERIENCE

Senior Planner / Senior Associate | 2007-2020
Behan Planning and Design – Saratoga Springs, NY

Principal | 2002-2007
Bailliere Consulting – Saratoga Springs, NY

Project Architect / Project Manager | 2000-2002
Einhorn Yaffee Prescott, A/E, – Albany, NY

Project Architect | 1997-2000
O'Connor & March Architects – Albany, NY

Architectural Designer | 1995-1997
Brandt-Poost Architects – East Greenbush, NY

Draftsman / Designer | 1993-1994
Badger & Associates – Manchester, VT

PROFESSIONAL AFFILIATIONS

American Institute of Certified Planners
American Planning Association
New York Planning Federation

PRIOR COMMUNITY WORK

Round Lake Zoning Board - Village of Round Lake, NY
Dorset Planning Board - Town of Dorset, VT
ReBuild Prattsville, Volunteer - Prattsville, NY

PROJECT EXPERIENCE

Project experience including employment at prior firms.

Comprehensive & Master Planning Work

COMPREHENSIVE PLAN
Town of Chatham, NY

COMPREHENSIVE PLAN
Town of Schroeppel, NY

COMPREHENSIVE PLAN HOSPITALITY STUDY
Town of Washington, NY

WEST PAWLET VILLAGE MASTER PLAN
Town of Pawlet, VT

BELMONT VILLAGE PLAN
Town of Mount Holly, VT

WARRENSBURG COMPREHENSIVE PLAN
Town of Warrensburg, NY
Subconsultant to LaBella Associates

COMPREHENSIVE PLAN
Town of Woodstock, NY
Behan Planning and Design

COMPREHENSIVE PLAN
Town of Wallkill, NY
Behan Planning and Design

COMPREHENSIVE LAND USE PLAN
Town of East Greenbush, NY
Behan Planning and Design

CAPITAL DISTRICT TRAILS PLAN
Capital District Transportation Committee (CDTC)
Behan Planning and Design

ALBANY BIKE AND PEDESTRIAN MASTER PLAN
City of Albany, NY and the Capital District Transportation Committee (CDTC)
Subconsultant to Nelson/Nygaard Consultants

TOWN CENTER MASTER PLAN
Town of Clifton Park, NY
Behan Planning and Design

ROUTE 119 COMPLETE STREETS PLAN
Town of Tarrytown / City of White Plains
Subconsultant to Nelson/Nygaard Consultants

EXIT 17 / ROUTE 9 CORRIDOR LAND USE & TRANSPORTATION STUDY
Town of Moreau, NY
Subconsultant to Creighton Manning Engineering

NEW CITY HAMLET VISION PLAN
Town of Clarkstown, NY
Behan Planning and Design

WEST NYACK HAMLET VISION PLAN
Town of Clarkstown, NY
Behan Planning and Design

TOWN CENTER PARK MASTER PLAN
Town of Clifton Park, NY
Behan Planning and Design

Education

B.S. Landscape Architecture, Cornell University, Magna Cum Laude

A.S. Landscape Development & Ornamental Horticulture, Vermont Technical College, Summa Cum Laude

Registrations

Licensed Landscape Architect: Vermont (#125.0133722)

Vermont Shoreland Erosion

OSHA Construction Safety & Health

Professional Affiliations

American Society of Landscape Architects (ASLA)

Vermont Planners Association (VPA)

Vermont Nursery & Landscape Association (VNLA)

Lucy Thayer, PLA

Senior Landscape Architect & Project Manager

Lucy is a Senior Landscape Architect & Project Manager for TCE, a Bowman company, bringing a wide range of experience and skill sets to her projects. Her experience includes work in municipal, institutional, public, and private sectors. Lucy has been involved in projects that focus on community revitalization, master planning, pedestrian and multimodal transportation, streetscape improvement, traffic calming, community outreach, high density residential housing projects, brownfield redevelopment, roof top terraces and plazas, and public parks, section 248 permitting, and visual impact assessments. Along with a critical eye and attention to detail, Lucy brings her design skills and technical proficiency from creating construction documentation sets and product deliverables to leading community outreach meetings.

Experience

Master Planning & Feasibility Analysis | *Various Locations, VT*
Lucy works with clients to generate site plans and concept sketches that explore site development and highest and best use. Understanding local and state regulation is essential to creating a realistic, comprehensive project approach. Recent feasibility sketch plans have included a mixed use commercial and residential development in Essex, a 36-unit residential development in Middlebury, and a mixed-use development that includes a hotel, restaurant and office in Colchester, to name a few.

Visual Impact Assessment | *Various Locations, VT*
Lucy is responsible for completing visual impact assessments (VIA) for renewable energy projects around Vermont. VIA studies include reviews of local and state regulations, evaluations of orderly developments within the local context, and aesthetic impact (Section 248) review and analyses.

Landscape & Planting Plans
Lucy creates landscape and planting plans for a wide variety of project types and needs that meet local zoning and regulations and are also functional and aesthetically pleasing. Lucy's horticultural background gives her a strong foundation to work from to create long lasting and beautiful landscapes.

Key Skills

- Planning & Feasibility
- Site Planning & Design
- Visual Impact Assessment
- Project Management
- Town Regulations and Permitting
- State Regulations and Permitting
- Presentation Graphics & Renderings
- Planting Design

Andrea Pouls, PE

Environmental Engineer V

Andrea provides well-rounded assistance to all departments at TCE, a Bowman company. Andrea specializes in stormwater design, wetland and stream delineations, design and modeling for hydraulic and hydrologic studies, GIS analysis, GPS data collection, and State, Federal and local permitting. Andrea is a hard-working and committed to her work. She has demonstrated excellent attention to detail, admirable communication, a comprehensive perspective and understanding of projects, efficient organization, and a strong will to further her skills and education.

Education

B.S. Environmental Engineering, Minor Geospatial Technologies, University of Vermont

Certifications

Licensed Professional Engineer (P.E.), State of Vermont #018.0135032

VT Wetland Delineation

VT Shoreland Erosion

HydroCAD Certificate

Experience

Meadow Ridge Community Stormwater | *Williston, VT*
As part of a stormwater retrofit project in compliance with the Town's MS4 program, Andrea exhibited in-depth knowledge of stormwater modeling, regulated treatment requirements, and design as she worked diligently to revise design and construction plans to cut down construction and permitting costs. Additionally, Andrea provided weekly erosion control observations during the construction of the ponds and responded quickly and efficiently when design changes were necessary.

Costco Wholesale | *Colchester, VT*
When Andrea started, she quickly became familiar with the site and complicated permit history working on several projects, all which require local and state permitting including stormwater permitting, wetland permitting and Act 250. Andrea has provided in depth review paired with innovative design to bring Costco's projects to life in a strict regulatory environment. Her mix of environmental and engineering knowledge has aided in easing conversations between regulators.

Timeline Residential Subdivision | *Alburgh, VT*
Andrea took the lead on this project, providing the thorough research, design, and permitting needed to bring an old project up to current regulations. Andrea's organization and communication skills resulted in the project coming into compliance as quickly and affordably as possible as she worked with the State Wetlands, Stormwater, Drinking Water & Groundwater, Shoreland and Act 250 departments to find solutions that worked for all parties.

Additional Projects

- Catamount Family Center, Williston VT
- Aegis Solar, Various Projects
- South 40 Solar, Burlington VT
- VLT Wetland Restoration, Sheldon VT
- Lake Forest Watershed Improvement, Burlington VT

Key Skills

- GIS Analysis
- Wetland & Stream Delineations
- Vermont Regulations
- Stormwater Modeling & Design

Education

B.S. Civil & Environmental Engineering, Norwich University

A.S. Civil & Environmental Engineering Technology, Vermont Technical College

Certifications

Class A Wastewater Designer

Cole LaFleche, PE

Engineer III

Cole is an Engineer at Bowman with an eye for detail. Cole is skilled at working through difficult design and construction projects to find solutions. His critical thinking is key to creating well thought out projects from the feasibility and concept stage. Cole has proven he is excellent at stormwater design and grading and applies that to his projects.

Experience

Champlain Valley Grain Center & Douglas Sweets | *Ferrisburgh, VT*
The Champlain Valley Grain Center is a distillery and Douglas Sweets is a shortbread bakery in Ferrisburgh, VT. The company did site design, engineering, landscape architecture, and local and state permitting for the project. Cole's role included site grading and stormwater design to treat site stormwater and restrictions of the parcel.

510 Shelburne Rd | *Shelburne, VT*
This project involved a building of multi-family units with an underground garage. The site is challenging to grade because of tight boundary constrictions the wetlands present on the site. Cole played an important role working through the site-specific challenges to make all the components of this project fit well.

510 Shelburne Rd | *South Burlington, VT*
This project include the development of a mixed-use building with commercial on the 1st and 2nd floor with residential units above on an urban infill and brownfield site. Cole managed the site construction and inspections that required extensive coordination with multiple municipalities and diligence to keep on track.

3-Acre Stormwater Permitting | *Various, VT*
3-Acre Stormwater Permitting is a very prominent type of project in Vermont currently. Cole has been involved with many of the 3-Acre projects coming through the office. These typically involve initial design and alternatives being communicated to clients based on initial site analysis. After coordination and communication, we make a final design based on feedback, and finally pursue a permit for that finalized system.

Key Skills

- AutoCAD
- Civil 3D
- Carlson Drafting
- HydroCAD
- Stormwater Design
- Site Grading
- Construction Observation
- Wastewater Design
- Feasibility Studies
- Soil Evaluation
- Erosion Control
- Site Planning & Design

Levi Keszey, PWS

Ecologist IV

Levi is an Ecologist bringing a wide range of experience and skills from more than a decade in the field. He has worked on projects in Vermont, Maine, New York and California, among others, conducting wetland delineations, plant and wildlife surveys, habitat restoration and monitoring and resource mapping. Levi's passion for ecology and understanding of the intricacies that come with environmental engineering, especially in the state of Vermont make him a valuable team member here our team.

Education

B.S. Conservation Biology, St. Lawrence University

Registrations

Professional Wetland Scientist

Experience

Wetland Delineations / Determinations | *Various Locations, VT*
Levi has conducted hundreds of wetland delineations and functional assessments across the Northeast as well as California and the Midwest. Levi has conducted delineations for solar projects, utility maintenance and upgrades, railroads, bridges, culverts, rail trails, bike paths, and habitat restoration projects, among others.

Remote Wetland Mapping Model | *Otter Creek Basin, VT*
Levi was also involved in the multi-year NWI+ mapping of the wetlands of Otter Creek, Winooski and Pike River basins. He lead the field verification effort to evaluate the accuracy of the model's geometric output and NWI+ attribution. In addition, Levi developed the model used by Ducks Unlimited to assign LLWW attributes to UVM's remotely sensed wetland polygons.

Field Verification, Missisquoi Basin Remotely Sensed Wetlands | *VT*
While working as a Wetland Technician for the Vermont Wetlands Program, Levi lead the effort to groundtruth the output of St. Mary's remote wetland sensing. This involved field verification of wetland boundaries, water regimes and Cowardin types.

Sequoia National Forest, Meadow Restoration Prioritization
As a Project Coordinator for California Trout, Levi developed a GIS-based prioritization model in order to identify high-value meadows within the Sequoia National Forest to target for restoration. This model incorporated available public layers, including LIDAR, as well as rapid field assessments to rank hundreds of meadows across the large National Forest and lead to the restoration of several priority meadows.

Sierra Meadows Clearinghouse, Remote Hydrogeomorphic Classification
Levi was a major contributor to the Sierra Meadows Clearinghouse, a publicly assessable, interactive database of the meadows of the Sierra Nevada. He remotely mapped and classified according to hydrogeomorphic type, thousands of meadows that now appear on the database.

Key Skills

- Wetland and stream ecology
- Plant identification
- Wildlife habitat assessments
- Memo/report writing
- Data analysis and GIS mapping

PROJECT EXPERIENCE

The main intersection in West Pawlet Village centered around the WWI Monument.

West Pawlet Village Master Plan

Town of Pawlet, VT

The Town of Pawlet Vermont was seeking to develop a Master Plan for the future vision of their West Pawlet Village. Regrowth Planning began the process with an Open House event to brainstorm issues, followed by a community survey to identify priority topics and gather different ideas, as well as a visitor survey for travelers along the Rail Trail.

Key issues identified in the community included the need for a new corner grocery store and other businesses, roadway intersection safety improvements around the WWI Monument, village beautification, capturing Rail Trail tourism visitors and reducing costs of the local wastewater treatment plant.

Regrowth Planning hosted a series of topic-based Pot Luck Dinner meetings to discuss potential solutions to top issues. This included a presentation on different roadway intersection design options, where the WWI Monument could be showcased in a way which better honors those it pays tribute to, while resolving many pedestrian and vehicle intersection conflicts. This plan was completed in 2023.

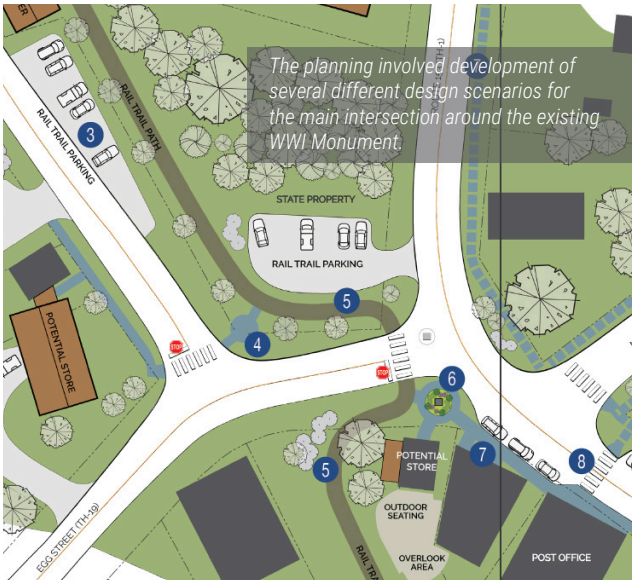
REGROWTH PLANNING

Year Completed: 2023

Prime: Regrowth Planning

Project Reference:

Jessica Van Oort
Town Selectboard, Town of Pawlet, VT
jvanoort.pawletsb@gmail.com (802) 325-3541



The planning involved development of several different design scenarios for the main intersection around the existing WWI Monument.

The Village Green in the center of Belmont Village

Belmont Village Master Plan

Town of Mount Holly, VT

The Town of Mount Holly, VT was seeking to develop a plan to identify improvements and future considerations for their historic Belmont Village. The village was facing a number of issues of concern to residents, including the recent closing of their local corner store, the poor water quality of adjacent Star Lake, and the inability to accommodate desired growth without improved septic capacity.

Regrowth Planning was selected to assist the town and village residents with developing a plan to document these issues and establish an overall vision for the future of the village. Resident input was collected through a series of public meetings and community surveys which helped to identify other needs in the community such as more affordable housing, traffic calming measures, stormwater flooding improvements and desired recreational trails and improvements. Proposed recommendations were presented to the community for feedback, identifying some preliminary solutions with potential grant funding sources which could be pursued.

REGROWTH PLANNING

Year Completed: 2023

Prime: Regrowth Planning

Project Reference:

William Jon McCann, Chair
Planning Commission, Town of Mount Holly, VT
william.jon.mccann@gmail.com (802) 829-9060

The planning involved development of several different design scenarios for the main intersection around the existing WWI Monument.

Local residents take part in a planning workshop to develop a future vision for Clifton Park.

Town Center Master Plan

Town of Clifton Park, NY

Michael Allen, during his employment with Behan Planning and Design, served as project manager and plan writer to develop a Master Plan for the Town Center of Clifton Park. Developed with subconsultants Dover, Kohl & Partners, this plan was designed to re-envision the busy retail shopping centers and suburban mall properties which formed the commercial core at Northway Exit 9 into a smaller-scale, neighborhood environment. The plan sought to enable a transformation from the large, empty parking lots and wide boulevards into a smaller scale neighborhood, with sidewalks and street trees, in a pedestrian friendly, mixed use environment which was more attractive and welcoming.

Funded by the Capital District Transportation Committee (CDTC), the planning process included a three-day public workshop event with property and business owner meetings where design concepts for new infill development were envisioned which would replace unnecessary parking lots with smaller scale buildings and residential options.

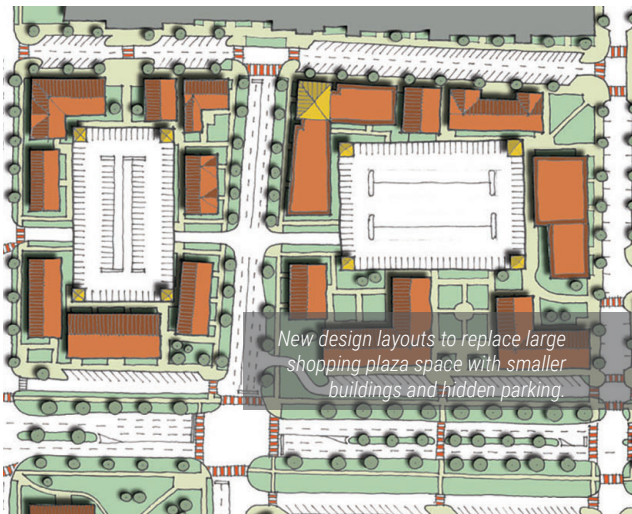
The Master Plan was adopted in 2012, and the follow-up project to implement the zoning with form-based codes was completed by the same team in 2014.

REGROWTH PLANNING

Year Completed: 2012

Prime: Behan Planning and Design
Sub Consultant: Dover, Kohl & Partners

Project Reference:
John Scavo
Planning Director, Town of Clifton Park, NY
jscavo@cliftonpark.org
(518) 371-6651



New design layouts to replace large shopping plaza space with smaller buildings and hidden parking.

West Nyack Hamlet Vision Plan

Town of Clarkstown, NY

Mr. Allen, while employed as Senior Associate with Behan Planning and Design, served as project manager and designer to develop the West Nyack Hamlet Vision Plan. The Town of Clarkstown had just completed the *New City Vision Plan*, and was now seeking to undertake community visioning and master plans for several of its other local hamlet neighborhoods.

Working with a devoted local committee, a series of public meetings were held to discuss the needs of the community, desired improvements and areas of the historic hamlet which people wanted to protect and remain the same.

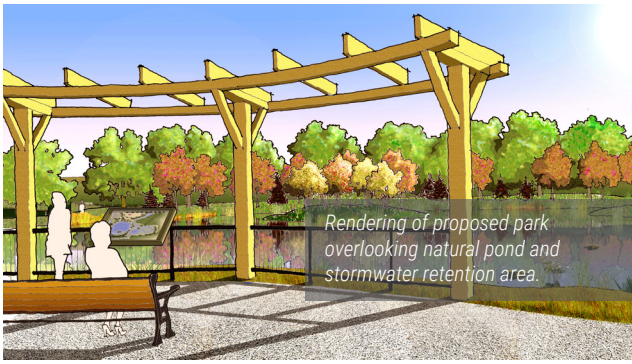
The Vision Plan identified many short and long-term goals for the hamlet, sidewalk network and accessibility improvements, utility line cleanup, intersection re-alignments and aesthetic gateway improvements. The Vision Plan also included conceptual design plans for a new hamlet park and playground, which featured a stormwater retention pond designed as a natural feature with walking trails to help mitigate the recurring flooding problems which the hamlet had been experiencing.

REGROWTH PLANNING

Year Completed: 2010

Prime: Behan Planning and Design

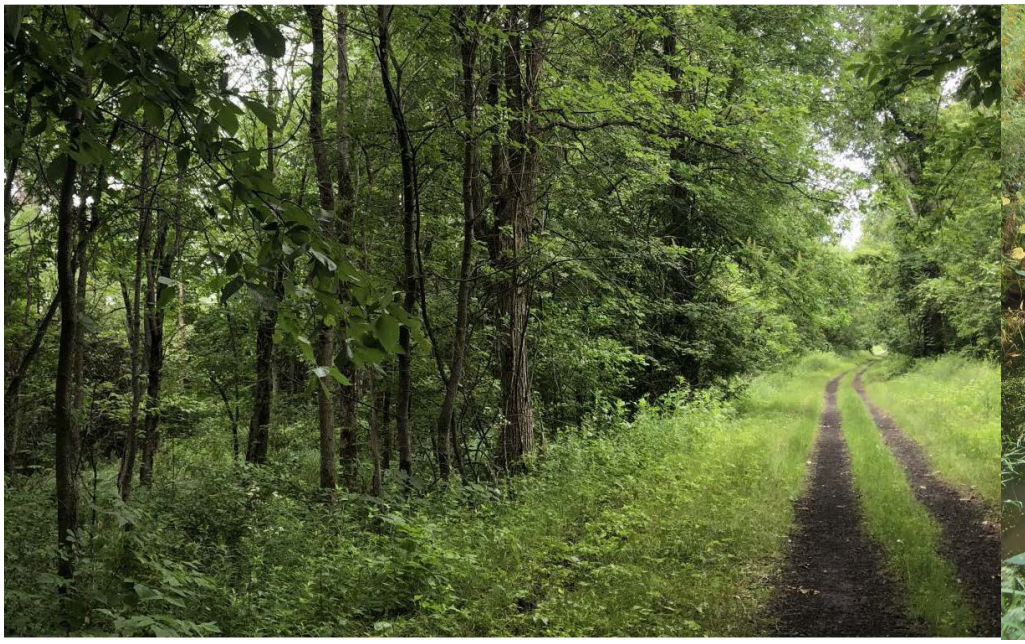
Project Reference:
Joe Simoes, Town Planner
Town of Clarkstown
j.simoes@clarkstown.org
(845) 639-2070



Rendering of proposed park overlooking natural pond and stormwater retention area.

Recreation Master Planning

Alburgh, VT



Client

Northwest Regional Planning Commission (NRPC)

Schedule

05/2021 - 05/2022

Services Provided

Wetlands Delineation
Master Planning
Public Engagement
Renderings

Reference

Emily Klofft - Regional Planner NRPC
p: 802.524.5958
e: eklofft@nrpcvt.com

Donna Boumil - Planning Commission Chair
Town of Alburgh
p: 802.796.3468
e: townofalburgh@fairpoint.net

Description

Our firm worked with the Northwest Regional Planning Commission (NRPC) and the Town of Alburgh on concept planning and wetlands delineation for the Alburgh Recreation Master Plan. Our team worked closely with NRPC and the Town; meeting with the Alburgh Recreation / Steering Committee several times during the course of the project and facilitating three public presentations to inform the community of progress and garner feedback. These engagement meetings were crucial to the successful completion of the project and TCE always places an emphasis on clear communication.

Our firm also performed a wetland delineation including meeting with the State Wetland Ecologist to confirm and finallize the delineation. The observations gleaned during this process informed the concept development and renderings throughout the rest of the project.

Vermont Land Trust, Wetland Restoration

Sheldon, VT

Client

Vermont Land Trust (VLT)

Schedule

12/2018 - 07/2019

Services Provided

Wetland Delineation
Wetland Restoration
Topographic Survey
Existing Conditions Plan
Permitting
Construction Oversight

Reference

Allaire Diamond - VLT
p: 802.861.6411
e: allaire@vlt.org

Description

Our firm worked with the Vermont Land Trust (VLT) to restore a wetland within a very wet agricultural field along the Missisquoi River in Franklin County, Vermont. The project involved a culvert upgrade, plugging an agricultural ditch, removing stockpiled soils, creating topographic depressions, and restoring native wetland vegetation through seeding as well as bare root plantings. The project goal was to improve water quality and wildlife habitat on the portion of a working farm where agriculture no longer made sense.

Our project team performed a wetland delineation and topographic survey to create base maps and existing conditions plans. Prepared a wetland restoration plan and culvert replacement design, and worked with contractors to oversee the culvert installation as well as the restoration plan implementation. In addition to coordinating with VLT, our team worked with the landowners and farmers to understand their needs including access to ensure a final design that supported the landowner's requirements. Today, the previous hay field features native wetland plants, attracts wetland dependent wildlife and provides a location for runoff to slow down and filter prior to entering the Missisquoi River.

Peck Solar, Wetland Restoration & Permitting

Middlebury, VT

Client

Peck Solar

Schedule

02/2018 - 09/2018

Services Provided

Wetland Delineation
Wetland Restoration
Rare Plant Survey
Permitting
Expert Testimony
Construction Oversight

Reference

Tylor Thibault
e: tylor@peckelectric.com

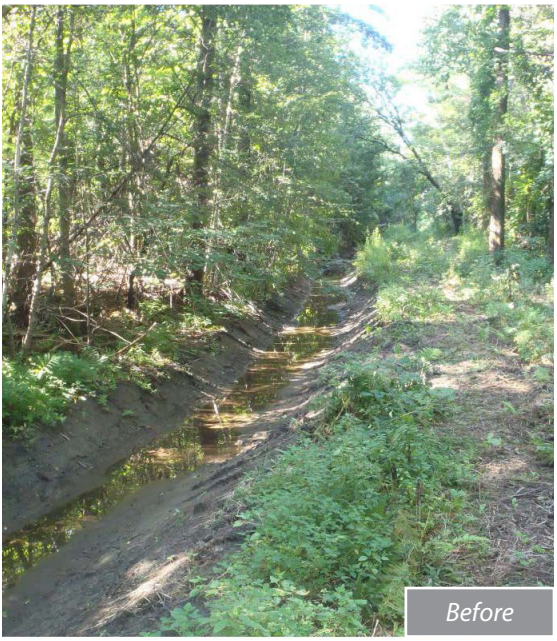
Description

Our firm designed and implemented wetland restoration for approximately 8,000sf of wetland as part of a State of Vermont permitting agreement for the Peck Solar Project in Middlebury, VT. Wetland restoration plans included the removal of an old farm access road that spanned a small stream and large wetland complex as well as the removal of an old farm pond. Restoration work included removing the old road fill and re-grading the road to the surrounding wetland and stream elevation as well as removal of an existing 15" culvert in order to restore the natural hydrology to the area. Following road removal, the area was reseeded and mulched with a native Vermont wetland seed mix. The berm around an old farm pond (built in a wetland/ stream channel) was slowly removed and the natural grade was restored as was the hydrologic flow pattern. The breach in the pond was conducted using the slow release method (lowering the water in small quantities over time until the pond was fully drained.

In addition to the Wetland Restoration Design and Permitting, our team provided Act 248 testimony related to Water Pollution, Outstanding Resource Waters, Headwaters, Streams, Shorelines, Wetlands, Rare and Irreplaceable Natural Areas, Wildlife Habitat, and Rare, Threatened and Endangered Species.

Meadowridge Subdivision Stormwater

Williston, VT


Before


After

Client

Meadowridge Community Association & Town of Williston

Schedule

05/2015 - 10/2019

Services Provided

Topographic Survey
Engineering Feasibility Analysis
Erosion Prevention
Permit Applications
Wetlands Delineation

Reference

Alan Barr - Meadowridge Community Association
p: 802.735.8633
e: abarr61@gmail.com

Description

Throughout Vermont there are waterways which have been deemed impaired by the EPA and various communities have been tasked with restoring them. The Meadowridge subdivision was identified as a site requiring stormwater retrofits as part of the Allen Brook Flow Restoration Plan (FRP). Our firm was engaged by Meadowridge to provide feasibility, design, and permitting services for this project.

To begin, our team prepared an Engineering Feasibility Analysis (EFA), which identified some of the project constraints, such as topography, existing infrastructure, and parcel boundaries. Once the EFA was accepted by the Town, TCE-Bowman provided a full range of design services including topographic survey of the site, wetland and stream delineation, and the design of three separate stormwater control systems to provide treatment for the site.

The final design for the treatment systems required analysis of the available common land to determine treatment locations that would maximize treatment but also be accessible for maintenance. The final design also required extensive coordination with the Town of Williston in order to meet the requirements of the Town, who will be assuming operation control of the treatment systems. Our firm also assisted with permit applications for wetland impacts, erosion prevention and sediment control, Act 250, and Town zoning.

600 Spear St. Planned Unit Development

South Burlington, VT

Client

South Burlington

Schedule

10/2019 - Ongoing

Services Provided

Landscape Architecture
Master Planning
Civil Engineering
Natural Resource Review
Wetland Assessment
Land Surveying

Reference

Frank von Turkovich
p: 802.578.2536
e: fvonturkovich@fvtlaw.com

Description

This project began in October 2019 with the goal of a creating a Master Plan for a Planned Unit Development (PUD) on 600 Spear Street in South Burlington with 32 units that included a repurposed mixed-use building with flexible space for use of the residents and greater community. This mixed-uses pace is a large industrial building that is being repurposed, and will provide makerspace, bicycle repair, work from "home" space, storage, and more. The project emphasizes pedestrian connections by extending the bike path to encourage non-vehicular traffic. Clustered development, limited impervious surface, and a comprehensive stormwater treatment design work to support sustainability. In addition to those, the eastern half of this site is a solar field that supports this all electric project. This project has a centrally located community area in development that provides green and gathering spaces for community members.

Permitting in Vermont can be tricky and this PUD was no exception. Our team worked closely with the client and the City of South Burlington to meet all local permitting requirements while accomplishing the client's goals, with a strong focus on future zoning while the City was under interim zoning requirements during the permitting process. We also worked with Lincoln Brown Illustration to have beautiful 3D renderings to present to the client and the City.

PROJECT EXPERIENCE

PROJECT EXPERIENCE

Above: *Aerial image (Google Earth, 2018) of the Vermont Land Trust project site prior to the wetland restoration project.*

Right: *Aerial image (VCGI, 2022) of the Vermont Land Trust project site after restoration implementation.*

Additional Note About Experience: To address the objectives of the Village Master Plan for Irasville, TCE is expertly suited to work with the Town on the two overarching goals to enhance and preserve wetlands while also creating a dynamic, pedestrian centric downtown. TCE's staff of landscape architects, engineers, and wetland scientists allow us to analyze the downtown and wetlands holistically to create a comprehensive master plan. Wetlands, natural resource review, and stormwater treatment are essential part of nearly every project we work on. Our team understands the Vermont wetland and stormwater rules and the value natural and constructed wetlands bring to water quality and the environment.

TCE will build on the work and studies completed to date to provide the best options for Irasville to reach the environmental and development goals. The project options will be guided by our practical experience we gain from our residential and commercial development projects that we see through construction, and we will apply these lessons to the project.

Previous Page: *Photos of constructed wetlands serving to capture and treat stormwater runoff from nearby developments.*

RFQ Objectives:

(1) enhance Irasville's absorptive capacity while also meeting municipal goals;

(2) enable and promote Irasville's development as a compact, mixed-use, and pedestrian-oriented growth center.

Right: *Constructed gravel wetland in Ferrisburgh.*

Left: *Site photo during restoration implementation showing new topographic depression.*

Above: *Photo of plugged ditch after restoration was implemented.*

Below: *Andrea Poulos (TCE) and Allaire Diamond (VLT) prior to breaking ground.*


REGROWTH
PLANNING

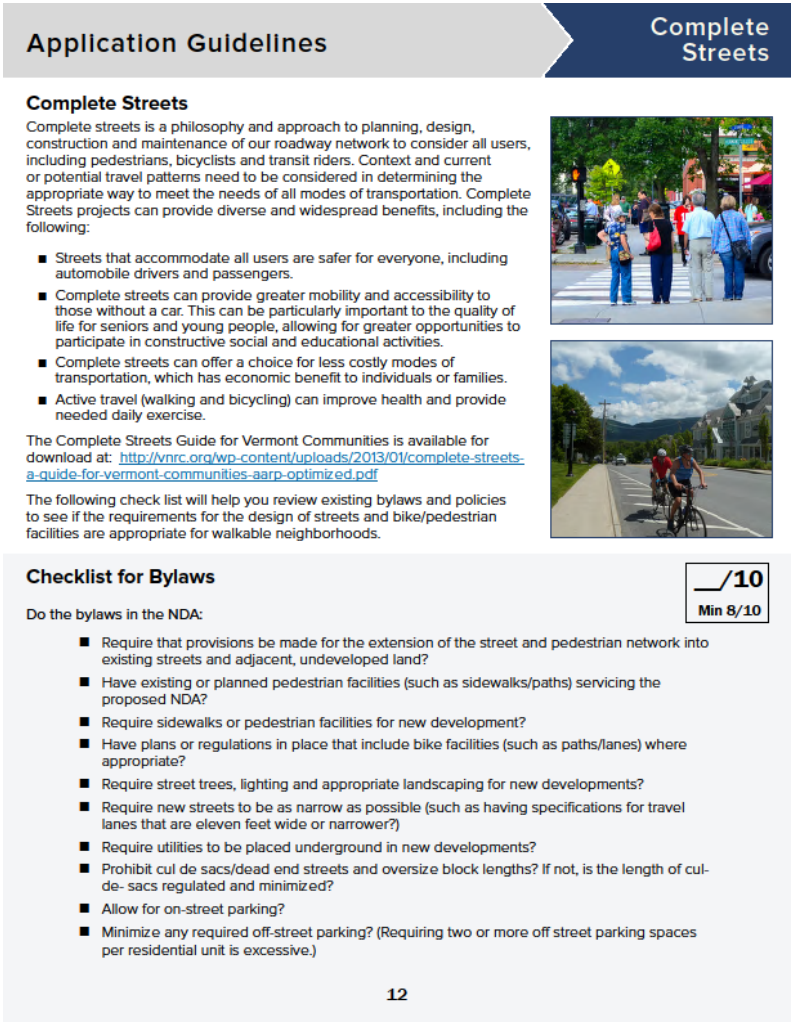

tce
a Bowman company

Town of Waitsfield

Design Guide – Complete Streets

Is served by planned or existing transportation infrastructure that conforms with "complete streets" principles as described under 19 V.S.A. § 309d and establishes pedestrian access directly to the downtown, village center, or new town center.

Score: 9/10



Application Guidelines — Complete Streets

Complete Streets

Complete streets is a philosophy and approach to planning, design, construction and maintenance of our roadway network to consider all users, including pedestrians, bicyclists and transit riders. Context and current or potential travel patterns need to be considered in determining the appropriate way to meet the needs of all modes of transportation. Complete Streets projects can provide diverse and widespread benefits, including the following:

- Streets that accommodate all users are safer for everyone, including automobile drivers and passengers.
- Complete streets can provide greater mobility and accessibility to those without a car. This can be particularly important to the quality of life for seniors and young people, allowing for greater opportunities to participate in constructive social and educational activities.
- Complete streets can offer a choice for less costly modes of transportation, which has economic benefit to individuals or families.
- Active travel (walking and bicycling) can improve health and provide needed daily exercise.

The Complete Streets Guide for Vermont Communities is available for download at: http://vnrc.org/wp-content/uploads/2013/01/complete-streets-a-guide-for-vermont-communities-aarp-optimized.pdf

The following check list will help you review existing bylaws and policies to see if the requirements for the design of streets and bike/pedestrian facilities are appropriate for walkable neighborhoods.

Checklist for Bylaws __/10 Min 8/10

Do the bylaws in the NDA:

- Require that provisions be made for the extension of the street and pedestrian network into existing streets and adjacent, undeveloped land?
- Have existing or planned pedestrian facilities (such as sidewalks/paths) servicing the proposed NDA?
- Require sidewalks or pedestrian facilities for new development?
- Have plans or regulations in place that include bike facilities (such as paths/lanes) where appropriate?
- Require street trees, lighting and appropriate landscaping for new developments?
- Require new streets to be as narrow as possible (such as having specifications for travel lanes that are eleven feet wide or narrower?)
- Require utilities to be placed underground in new developments?
- Prohibit cul de sacs/dead end streets and oversize block lengths? If not, is the length of cul-de- sacs regulated and minimized?
- Allow for on-street parking?
- Minimize any required off-street parking? (Requiring two or more off street parking spaces per residential unit is excessive.)

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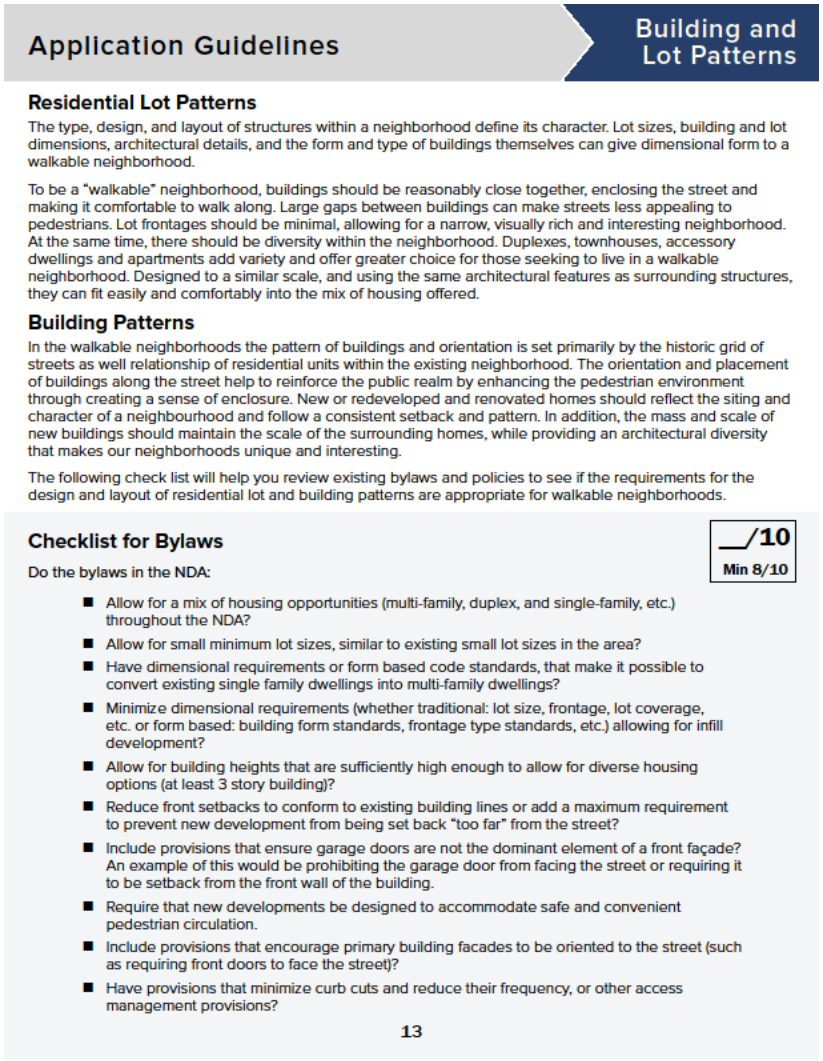
Town of Waitsfield

Design Guide – Building & Lot Pattern

Local bylaws, regulations, and policies applicable to the neighborhood development area substantially conform to the neighborhood design guidelines developed by the Department.

Score: 10/10



Application Guidelines | Building and Lot Patterns

Residential Lot Patterns

The type, design, and layout of structures within a neighborhood define its character. Lot sizes, building and lot dimensions, architectural details, and the form and type of buildings themselves can give dimensional form to a walkable neighborhood.

To be a "walkable" neighborhood, buildings should be reasonably close together, enclosing the street and making it comfortable to walk along. Large gaps between buildings can make streets less appealing to pedestrians. Lot frontages should be minimal, allowing for a narrow, visually rich and interesting neighborhood. At the same time, there should be diversity within the neighborhood. Duplexes, townhouses, accessory dwellings and apartments add variety and offer greater choice for those seeking to live in a walkable neighborhood. Designed to a similar scale, and using the same architectural features as surrounding structures, they can fit easily and comfortably into the mix of housing offered.

Building Patterns

In the walkable neighborhoods the pattern of buildings and orientation is set primarily by the historic grid of streets as well relationship of residential units within the existing neighborhood. The orientation and placement of buildings along the street help to reinforce the public realm by enhancing the pedestrian environment through creating a sense of enclosure. New or redeveloped and renovated homes should reflect the siting and character of a neighbourhood and follow a consistent setback and pattern. In addition, the mass and scale of new buildings should maintain the scale of the surrounding homes, while providing an architectural diversity that makes our neighborhoods unique and interesting.

The following check list will help you review existing bylaws and policies to see if the requirements for the design and layout of residential lot and building patterns are appropriate for walkable neighborhoods.

Checklist for Bylaws

__/10
Min 8/10

Do the bylaws in the NDA:

- Allow for a mix of housing opportunities (multi-family, duplex, and single-family, etc.) throughout the NDA?
- Allow for small minimum lot sizes, similar to existing small lot sizes in the area?
- Have dimensional requirements or form based code standards, that make it possible to convert existing single family dwellings into multi-family dwellings?
- Minimize dimensional requirements (whether traditional: lot size, frontage, lot coverage, etc. or form based: building form standards, frontage type standards, etc.) allowing for infill development?
- Allow for building heights that are sufficiently high enough to allow for diverse housing options (at least 3 story building)?
- Reduce front setbacks to conform to existing building lines or add a maximum requirement to prevent new development from being set back "too far" from the street?
- Include provisions that ensure garage doors are not the dominant element of a front façade? An example of this would be prohibiting the garage door from facing the street or requiring it to be setback from the front wall of the building.
- Require that new developments be designed to accommodate safe and convenient pedestrian circulation.
- Include provisions that encourage primary building facades to be oriented to the street (such as requiring front doors to face the street)?
- Have provisions that minimize curb cuts and reduce their frequency, or other access management provisions?

13

Town of Waitsfield

Application Summary

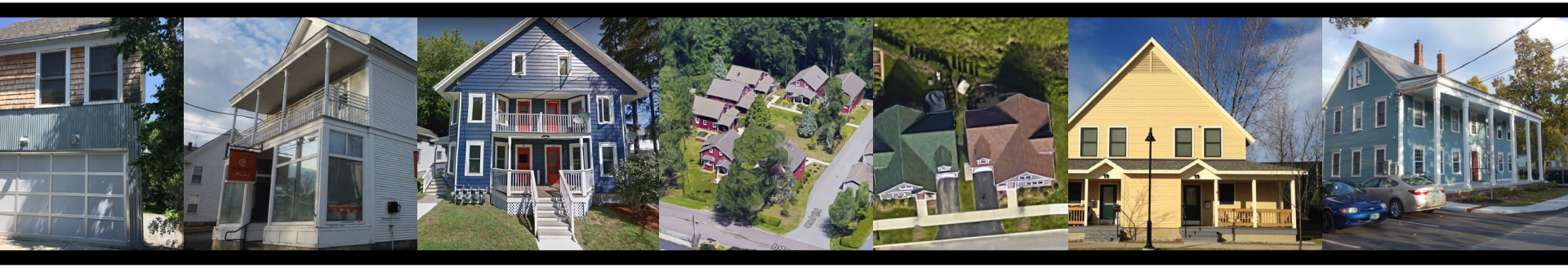
Complete application.

All NDA requirements met.

- Cover letter with supporting documentation
- Town planning confirmed by regional planning commission
- Pre-application meeting
- Location
- Resource avoidance
- Land development regulations that meet neighborhood density & design standards
- Maps

Town of Waitsfield

Neighborhood Development Area



Staff Recommendation:

Approve neighborhood development area and acknowledge that the boundary meets the established criteria for an extension beyond the Planning Area.

VERMONT

State of Vermont
Department of Housing and Community Development
Deane C. Davis Building – 6th Floor [phone] 802-828-3211
One National Life Drive
Montpelier, VT 05620-0501

Agency of Commerce and Community Development

March 25, 2024

JB Weir, Planning & Zoning Administrator
Town of Waitsfield
4144 Main Street
Waitsfield, Vermont 05673

RE: **Neighborhood Development Area Designation for the Town of Waitsfield**

Dear Mr. Weir:

Congratulations! I am pleased to inform you that, at its meeting on March 25, 2024, the Downtown Development Board approved Waitsfield's application for a Neighborhood Development Area Designation. Please find enclosed a copy of the board-approved boundary map.

The designated area will be eligible for all the benefits available to a Neighborhood Development Area for as long as Waitsfield's Village Center designation is in effect. Both designations will be up for renewal in June of 2027. We will send out a reminder six months before the renewal is due. Our team will check in with the municipality regularly to offer support, share updated information, tools, and resources related to the designation, and ensure our local contact information is up-to-date.

Please find below a few useful links to support your downtown revitalization efforts:

- Downtown and Village Center Funding Directory – A comprehensive list of state, federal and nonprofit funding sources.
- Strong Communities Newsletter – A quarterly newsletter from the Department of Housing and Community Development with news on new programs and grant opportunities. Subscribe here.
- Vermont Planning Atlas – An easy-to-use tool that provides access to commonly requested data, the status of local planning and regulations, designation boundaries, and more.
- Vermont Planning Manual – The Planning Manual offers up-to-date guidance on preparing municipal plans, as well as an overview of the state designation programs, and their benefits.

Please do not hesitate to call or email me if you have questions or need assistance.

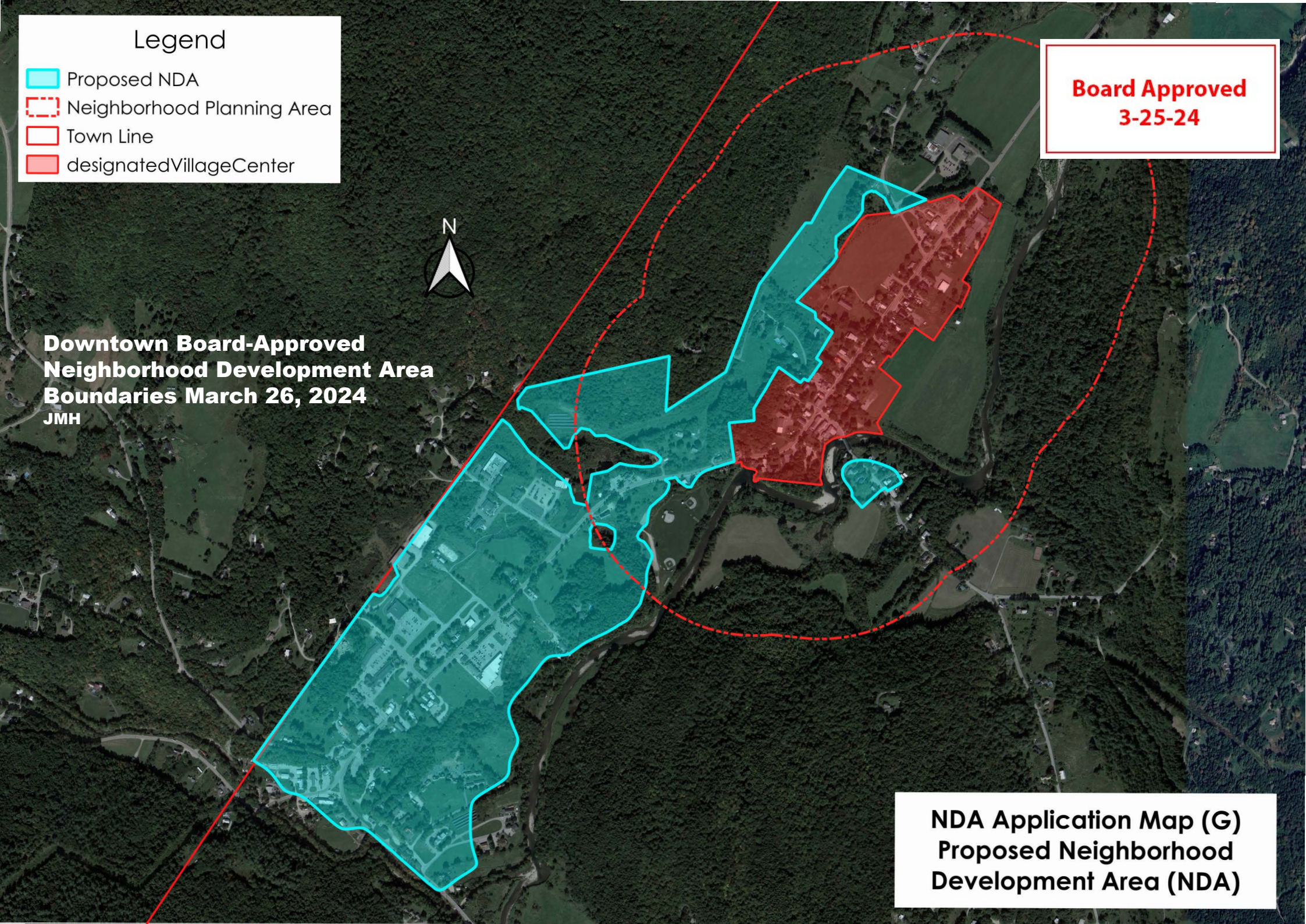
Sincerely,

Alexander R. Farrell

Alex Farrell, Vermont Downtown Development Board Chair
Commissioner of the Department of Housing and Community Development

cc: Central Vermont Regional Planning Commission

Enclosures: Neighborhood Development Areas Annual Report
Board-approved Neighborhood Development Area boundary map


Legend
Proposed NDA
Neighborhood Planning Area
Town Line
designatedVillageCenter
N
Board Approved
3-25-24
Downtown Board-Approved
Neighborhood Development Area
Boundaries March 26, 2024
JMH
NDA Application Map (G)
Proposed Neighborhood
Development Area (NDA)

From: AnnMarie Harmon
To: Waitsfield PZA
Subject: Report on the NDA Presentation
Date: Tuesday, March 26, 2024 3:33:08 PM

Jacob's presentation of our proposed NDA was thorough and very complementary. It was awesome to have him present rather than one of us.

JB I am not sure who Michael of the Vermont Downtown Board was but I believe he's the one who was asking the clarifying questions.

He asked us what the "hole" was in the proposed NDA area. They were wondering if it was because of wetlands. In fact, is it because there is the Mad River and the floor/river corridor in between. It was great to be able to add that little bit of residential area on the other side of the covered bridge. They were wondering if it was possible to split up the NDA area like that and Jacob confirmed that yes, it fact the Town of Manchester has a similar situation and that it is not common but it is certainly possible to have a non-contiguous portion of the area.

That was it! Then they voted yes unanimously. It is interesting to note that ours went so smoothly while the community before us had a very challenging time making JB and I a little nervous!

HEALTHY WAITSFIELD
Waitsfield Community Wastewater Project

Project Goals

- **Protect water quality** in the Mad River
- **Safeguard human health** near drinking water wells
- **Replace aging septic systems** with no upfront cost
- **Build more housing** in Waitsfield Village & Irasville
- **Have no impact on Waitsfield municipal tax rates**

System Components

- **Wastewater collection** from homes and businesses in Waitsfield Village & Irasville
- **Conveyance** from Waitsfield Village & Irasville along VT 100 to the Munn Site
- **Treatment & disposal** at the Munn Site, across from Valley Animal Hospital

Timeline

- 2022 Planning
- 2023 Preliminary design
- 2024-25 Final design
- 2025 Permitting
- 2025 Construction starts
- 2026 System online

All work to date has been funded through state and federal sources (~$400,000) **at no cost to taxpayers.** Initial property owner conversations are underway and have been overwhelmingly positive and supportive.

Anticipated Costs, No Tax Impact

Estimated construction costs are ~$15 million. The Town is seeking ~$13 million in grants and ~$2 million in loans to pay for the system. **The project will not impact Waitsfield municipal tax rates**. Loan payments and operating costs will be covered by reasonable user fees, just like the existing town water system.

Bond Vote!

A successful bond vote on June 11, 2024 is crucial to secure maximum grant funding. Grant rules require the town vote to bond the full ~$15M cost, even though we are seeking ~$13M in grants. Your vote allows the town to pursue funding; construction will only proceed if grants & loans ensure affordability for users.

https://www.waitsfieldvt.us/waitsfield-community-wastewater-project

Annie Decker-Dell'Isola | wastewateradmin@gmavt.net | 802.496.2218 ext. 4

2022 Waitsfield Planning Commission Work Plan			
	Tasks	**Project**	**Timeline**
		TOWN PLAN 2022	
1	**Act 171 Update to Town Plan**	Planning Commission/Conservation subcommittee work complete. New mapping of Critical Forest Tiers and habitat crossings. Updates to Chapter 11 complete. Preferred housing development added to chapter. Project Leads - Brian Voigt and Phil Huffman. Additional work with Jens Hilke VT Fish and Wildlife, Jamey Fidel, VNRC.	Completed
2	**Enhanced Energy Update to Town Plan**	Written to ensure compliance with Act 174 requirements. Reviewed and edited to be in line with the forest blocks/habitat connectors maps and policies. New preferred and not preferred energy siting maps. Lead - Kevin Anderson. The State now has new requirements for Act 174, waiting on a request to not have to comply with these new requirements as we have completed work. Need to redo maps from CVRPC.	Waiting on maps
3	**Housing Chapter 4**	Rewrite of Housing Chapter, edited for grammar. Overview rewritten. Corrections and deletions of incorrect data. Updated tables and graphs. Data sources cited. Edits and Updates to Goals, Policies and Tasks. Assure consistency with Act 171 and Act 174 chapters. Leads - Alice Peal, AnnMarie Harmon, JB Weir	Completed
4	**Future Land Use Map**	In Progress. Discussion of including Conserved Lands. Alice and Brian met with Jen Hilke about Conserved Lands. Found sources for conserved lands. Liza Walker VLT to supply map shape files. Have added water service area.	In progress
5	**Town Plan Re-Adoption**	Once 1-4 complete the Town Plan goes through the approval process. To CVRPC, then to the Selectboard and Planning Commission with Public Hearings. Then Final Vote to accept.	To be sent to CVRPC April
		Arrowwood Environmental Wetland Study	Completed
	Irasville Wetland Study Results Review	Arrowwood Environmental prepared final wetland maps for the Irasville/Waitsfield Village Area in Jan/Feb of 2021.https://aevt.maps.arcgis.com/apps/webappviewer/index.html?id=07a154c9e5b84e66a42e9bef078a5686 The PC should review the final deliverable and determine if the work is complete before the end of the grant term (May 2021) - Complete. PC reviewed with Arrowwood. Will be used by D&K for Waste Water	
New for 2022		**Waste Water and Water Feasibility Study**	In progress
		RFQ and Scope of Work completed. DuBois and King as selected as Study engineers. waiting for Engineering Services Agreement (ESA). Next step is to approve ESA and submit this to ANR for funding approval.	
		Planning Commission approved the Waste Water and Water Feasibility Committee: Chach Curtis, Bob Cook, Robin Morris, Alice Peal (Chair), Bob Voigt, JB Weir, PZA, Annie Decker-Dell'Isola, Town Administrator	
		Draft Engineering Services Agreement (ESA) received. Committee reviewed and is asking for edits and changes. Alice Peal met with Jon Ashley, D&K to review ESA. New draft expected for committee review 2/8/2022	
		Draft ESA to be presented to Selectboard on 2/14/2022. Draft ESA is then sent to Tom Brown, ANR. This completes our application for the forgivable CWRF Loan for the study. Meantime the Committee will continue work with D&K to produce a final ESA.	
		Zoning and By-Laws	
1	**Cannabis Land Use**	Land use regulation related to Act 164 (Cannabis Tax & Regulation). Cannabis cultivation, testing, warehousing, and distribution which are NOT opt-in and are also not regulated by the state as agriculture. Become familiar with the Cannabis Control Board regulations and how they affect towns.	High on PC Priority
2	**Short Term Rentals**	Discuss and decide on zoning, by-laws, ordinances, other methods (registration fee, permits) to manage STRs (e.g. (AirBnb, Vrbo) in Waitsfield. Solicit input from the Selectboard. Look a process for transparency to residents when an STR is suggested for their neighborhood/subdivision. Where should STRs be located.	High on PC Priority
3	**By-Laws Modernization Grant**	Grant awarded by DHCH/ACC. Hire Planning Consultant to review current zoning by-laws to address affordable housing needs. Waiting on Town Admin Signature (2/14) and information from DHCD. Emma Harris to work on this project with other PC member(s).	April/May ?
4	**Irasville Master Planning**	This project will incorporate the updated wetland maps and include a review of the history of planning in Irasville. Seque from the By-Laws Modernization Grant work and Waste Water and Water Feasibility Study.	
5	**PRD/PHD Review**	Review for inconsistencies and differences in tax credits, etc. Consider merging PHD standards into PRD instead of separate subdivision types. We have preferred clustered (hamlet) designs detailed in Act 171 plan. Kaziah Haviland will provide us with her PRD/PHD analysis she did for the PC Housing Sub Committee.	
		PHD Standards - The PHD draft of requirements should take into account the Town Plan updates addressing forest block and habitat connector protections.	
6	**Additional Zoning Bylaws Amendments**	These should be guided by the most recent legislative updates as well as topics that have come up over the past few months that staff has been tracking (temporary ADUs, updates to the sign standards, definition of story, etc.). Short term rentals should be a part of this discussion. Tasks in Chapter 4 of Town Plan - Housing	
		Stormwater Projects	
	Stormwater Management	An identified priorirty task of the Waitsfield Town Plan is stormwater management. Other projects might take immediate priority (utilizing the current stormwater standards included in the subdivision and zoning standards) but this is a good long range project to keep on the radar. Arrange PC Meeting with Corrie Miller	