



WAITSFIELD PLANNING COMMISSION AGENDA

February 6, 2024 at 7:00 p.m.

Planning Commission

Kevin Anderson, Vice-Chair
Beth Cook
Robert Cook
Emma Hanson
AnnMarie Harmon
Alice Peal, Chair
Jonathan Ursprung

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

Planning & Zoning Administrator

J. B. Weir

Town Administrator

Annie Decker-Dell'Isola

Town Clerk

Jennifer Peterson

Town Treasurer

Randy Brittingham

Waitsfield Town Office

4144 Main Street
Waitsfield, VT 05673
(802) 496-2218
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1. **CALL TO ORDER / ROLL CALL**
2. **REVISIONS TO AGENDA, IF ANY (5 +/- min)**
3. **PUBLIC FORUM (10 +/- min)**
4. **GROUNDWATER PROTECTION OVERLAY (20 +/- min) Robin, JB**
5. **MPG RFQ (40 +/- min) AnnMarie, JB**
6. **NDA DESIGNATION APPLICATION (20 +/- min) JB**
7. **WASTEWATER PLANNING PROJECT RECAP (10+/- min)**
8. **APPROVAL OF MINUTES – JANUARY 16, 2023 (5 +/- min)**
9. **OTHER BUSINESS (10+/-min)**
10. **ADJOURNMENT**

**Waitsfield Planning and Zoning Administrators Report
Planning Commission February 6, 2024 meeting**

4. Groundwater Protection Overlay District

Robin Morris will be present to discuss the proposed new overlay district for the Groundwater (Aquifer) Protection Zones as drafted by the PZA. The GPOD seeks to prevent contaminants from seeping into the ground in the vicinity of the Town aquifer off Reed Road. The overlay seeks to impose limits on the types of uses within highest priority zone (Zone 1), which is within 200 feet of the water source. Outside of the 200 foot-radius in Zone 2, all uses otherwise listed as permitted or conditional in the underlying Agricultural-Residential District can be approved via conditional use review so long as the proscribed performance standards are met. For Zone 3, all permitted and conditional uses are allowed so long as those same performance standards are met. A draft map of the Source Protection Area is also included, but will be reworked to match the existing mapping of the Zoning and Town Plan formats. Many towns across the State have similar protection areas in place, and thus it is long overdue for the Town.

5. MPG RFQ

The PZA and Mrs. Harmon have worked on a draft RFQ for the Municipal Planning Grant for the Irasville Village Master Planning project. The draft is included in the packet for review and discussion. Members should agree on a timeline for project components, and decide on other necessary components left undecided therein (and highlighted in red). It is important to remember that this grant has a *2-year performance period*. At this meeting, Commissioners should decide on the dates for the “Proposed Timeframe” and the “RFQ Schedule Summary.” At this point, the PZA believes a start date of April 1, 2024 is achievable.

Key Dates per 2024 MPG Grant Administration Guide:

December 1, 2023 – Grant start date – no costs can be incurred before this date.

December 2, 2024 – Mid-project progress report and second requisition due.

November 30, 2025 – Project completion and all funds spent.

December 31, 2025 – Final report, documentation and products, and final requisitions submitted.

Ms. Harmon will be present to discuss the RFQ and provide her initial thoughts on the Steering Committee, which should include members of the PC, SB and the Waitsfield community at-large.

6. Neighborhood Development Area (NDA) Designation

The PZA has completed a final draft of the NDA application for commissioner's review. *Thank you again to Sam Robinson of the MRVPD for doing the mapping, and Joshua Schwartz for reviewing and revising the draft.* The PZA would like to send this to Amy Tomasson at DHCD the day after our 2/6 meeting. At that point, Ms. Tomasso would review the application and then set up a time to meet with the PZA to discuss what, if any, changes need to be made prior to final submission to the Downtown Board for approval. The goal is to have the NDA application into the Downtown Board in early March for possible approval in late March.

7. Wastewater Planning Project Update

At last meeting, members were given a presentation by Joshua Schwartz and Chach Curtis on the wastewater project status and future. Since last meeting, the timeline has been adjusted with regard to the bond vote date, which is now set for June 11, 2024. The revised timeline is included along with the 2024 funding landscape. The WW Project Coordination Team and the Engineering Technical Team have already embarked on an ambitious public engagement campaign in attempt to get approvals from landowners on as many of the critical easements as possible. Joshua Schwartz, former lead Project Coordinator, is now focusing solely upon public outreach in the time before he leaves for sabbatical in early March. Soon-to-be former Town Administrator, Annie Decker Dell'Isola, will be resigning from her position in late March, but will be staying through the bond vote on a part time contract basis as Project Team lead.

Members should review the materials in advance and be prepared to discuss last meeting's presentation in addition to the updated materials. There is only 4 months until the bond vote, and cohesive messaging is a must. **THERE WILL BE NO INCREASE IN TAXES FOR RESIDENTS!**

Upcoming trainings/webinars:

Flood Recovery Check-in

Registering once for this check-in will sign you up for all future occurrences. The check-in will be held the third Tuesday of each month until it is no longer needed.

Several Vermont municipalities are still recovering from the two major flood events in the summer of 2023. This work can take a long time to complete, and the funding needed to pay for it can be challenging to manage. In response to this, VLCT is holding a series of recurring

meetings to support the municipal officials who are dealing with it. Each month, VLCT's Federal Funding Assistance Program team hosts staff from Vermont Emergency Management (VEM), FEMA, and Vermont's Flood Recovery Office to share information, discuss timely topics, and conduct a Q&A to help smooth the path to flood recovery, mitigation, and resilience.

Attendees Will hear important updates about FEMA's Public Assistance Program; get information directly from FEMA and state officials; learn details about other programs and opportunities that could benefit your town relative to flood recovery, mitigation, and resilience; and discover tips, best practices, and resources that can help you navigate projects involving FEMA funding.

Recurring Speakers:

Eric Forand, Director, VEM

Ben Rose, Alternate State Coordinating Officer, DR-4720-VT, Recovery and Mitigation Section Chief, VEM

William (Will) F. Roy, Federal Coordinating Officer, Field Leadership Cadre, FEMA Region 1

Douglas R. Farnham, Chief Recovery Officer, State of Vermont

Pat Moulton, Recovery Officer, Central Vermont

Did you miss, or do you want to review, any of our previous flood check-ins?

Visit our Flood Recovery Check-In Recordings and Resources page for recordings and slides from previous dates in this series.

Date: Tuesday, February 20, 2024

Time: 1:00 PM - 2:00 PM

Registration Deadline: Tuesday, February 20, 2024

Register [here](#).

An Introduction to Vermont's Rare, Threatened, and Endangered Plants

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 1: Thursday, March 7th, 2024, 1:00 – 2:00 p.m. Register [here](#).

Session 2: Tuesday, April 16th, 2024, 10:00 – 11:00 a.m. Register [here](#).

Using BioFinder 4.0: A step by step introduction to using this updated webmap

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 1: Monday, March 25th, 2024 2:00 – 3:00 p.m. [Register](#)

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 1: Thursday, March 21st, 2024, 1:00 – 2:00 p.m. [Register](#)

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 1: Thursday, February 22nd, 2024, 11:00 – 12:00 p.m. [Register](#)

Session 2: Tuesday, April 9th, 2024 1:00 – 2:00 p.m. [Register](#)

Respectfully submitted,

J.B. Weir

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, January 16, 2024

Draft

Members Present: Kevin Anderson, Beth Cook, Bob Cook, Emma Hanson, Alice Peal, Jonathan Ursprung

Members Absent: AnnMarie Harmon

Staff Present: JB Weir, Planning and Zoning Administrator

Others Present: Chach Curtis (Selectboard), Robin Morris (Water Commission), Joshua Schwartz (Wastewater Planning Team Lead)

II. Regular Business.

1. Call to Order

The meeting was called to order at 7:01 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. Update from Chair – Budget Request to Selectboard

Alice provided an update on her conversation with the Selectboard regarding the PC budget, noting that she had applauded the past few years of hard work by the PC and requested that \$12K be budgeted for potential work with a consultant in the coming year. She explained that Regional Plan updates may require that the Waitsfield Town Plan also be updated, which would require some outside help. Alice reported that the Selectboard had indicated the possibility of creating a reserve fund for the PC, so that funds are available as needed for this type of work going forward. Chach explained that creation of this type of fund needs to be approved by the voters at Town Meeting, but that once established, the unused balance of this year's PC budget can be rolled into the fund, and that additional funds may also be placed in the fund in order to total the \$12K requested.

5. Bylaws – Approval from Selectboard

Kevin reported that the Bylaw amendments had been approved; that no members of the public were present at the hearing, and after he provided a brief update and answered some questions from the Selectboard, they approved the changes.

JB explained that he and Randy are working on finalizing the grant report that needs to be submitted to ACCD; Kevin will communicate the PC's appreciation to SE Group; and CVRPC will be creating a large version of the Zoning Map. Those three actions will complete the project.

6. Wastewater Planning Project

Joshua, Robin, and Chach were present to report on the progress of the Wastewater Planning Team.

Joshua began by providing a slide presentation, explaining the history of wastewater management

efforts in Town, what the current project has accomplished so far, and where the Team is headed in the coming months.

The historical perspective provided information on needs, soil types and other restrictions impacting adequate wastewater management, past studies, bond votes, and other past efforts. Joshua then explained that the current work was precipitated in part due to the availability of ARPA funds made available to Towns, although the funds used for the project to date have generally come from grant awards. He indicated that the feasibility phase (February 2022 to January 2023) has been completed, as well as the preliminary engineering work (January – December 2023). The recent progress includes the creation of a Preliminary Engineering Report (PER) summary, the 30% design Engineering Services Agreement (ESA), and the State's Clean Water State Revolving Fund (CWSRF) Priority List Application. A grant for public outreach has also been applied for, and several discussions have been held with potential funders.

The next phase will be focused on design work and landowner outreach, with a goal of having the information available to hold a bond vote in November 2024. It was explained that the bond vote for the full amount estimated for the project will need to be approved in order to demonstrate town-wide support to the various funders to whom grant applications will be submitted, and that all grants awarded will serve to reduce the amount that the Town will ultimately need to borrow in order to complete the project.

Joshua outlined how the Zoning Bylaws update, the upcoming Master Plan work, and the successful application for a Neighborhood Development Area (NDA) Designation all connect to the Wastewater Project, as all are inter-related portions of planning for the future of Waitsfield's Village areas.

The upcoming tasks for the Wastewater Project Team were then summarized, including an update to the related web page, a meeting with the Selectboard, work on funding applications, and outreach efforts. Outreach will occur through various elements such as media and direct outreach to residents, and will cover the critical aspects of the project – health matters, replacement of aging infrastructure, and allowing for responsible growth. Joshua noted that continued coordination with the PC will be important, as the NDA and Master Planning work will coincide with the upcoming system design work. It was agreed that unified messaging will be important so as to avoid confusion in the community.

Kevin offered some suggestions, including support for using a story map format on the web site and ensuring that both groups are providing the same information regarding the potential number of new housing units that might be supported by the wastewater system. He also cautioned against overwhelming the public with too many opportunities for input, and observed that benefits of master planning should be conveyed so that all relevant information is available at the time of the November bond vote.

Robin explained that current outreach is focusing on speaking with owners of critical parcels in both Waitsfield Village and Irasville, with the goal of gauging interest and learning of concerns regarding the project. He and Chach both spoke of commercial interests as well, both in terms of supporting business as well as recognizing the need for employee housing. Joshua confirmed that it is planned to determine where the most critical need is, using outreach to determine levels of interest for both immediate and potential future use. It is realized that some property owners may only become interested in connecting to the system in upcoming years, for various reasons. Robin also pointed

out that the future capacity of some parcels must be kept in mind, as the new regulations provide for additional density in the Village areas.

Alice pointed out that there is potential for additional flood resilience requirement to be imposed in future legislation, for which there may be associated costs.

7. NDA Designation

Joshua continued his slide presentation, providing information related to the benefits of and potential area to be included in the NDA application. He explained that attaining an NDA Designation allows for further grant opportunities and a higher level of prioritization for State funding programs, as it essentially calls for development within concentrated areas adjacent to Village centers and downtowns. Waitsfield meets the eligibility criteria for the program, and the application is currently being developed.

Joshua shared the multiple maps used in determining where the proposed NDA perimeter should be set, noting the various natural constraints that impact where development is possible. He then displayed the identified maximum area, within which there are a couple of constraint areas, such as wetlands. He noted that the Wastewater Project benefits are mostly relevant to the Irasville area, but there are several other benefits of the NDA that pertain to all the properties included. The broader area anchors to the Designated Village Center, as required by the program.

JB outlined that the intent is to have a fully complete preliminary draft of the application available for review with ACCD by early February, and to use the feedback provided to complete a final application by early March for consideration by ACCD for approval during their mid-March meeting.

Kevin pointed out that the mapped River Corridor has not been included in the various restriction overlays included in the maps used to determine the proposed NDA.

The map slides presented by Joshua are all available in the meeting packet posted on the website.

8. Approval of Minutes

The minutes of December 19, 2023 were amended and approved.

9. Other Business

Alice gave a brief update of hazard evaluation taking place as part of the Emergency Management Plan update.

10. Adjournment

The meeting adjourned at 9:00 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary

Waitsfield Water Commission – 2023 Annual Report

Last year marked the 10th anniversary of the Town’s community water system coming on-line. During that time, the system has been funded entirely by its customers, with no support from Waitsfield property taxpayers other than to pay for water in public buildings and enhanced fire protection within the water service area.

Moving forward, the Waitsfield Water Commission’s work is focused on continuing to maintain a healthy water supply for residents and businesses. We are grateful to Simon Operation Service (SOS) for operating a safe and high-quality water system. SOS is under contract to continue operating the system through 2026.

We continue to operate a non-chlorinated system that is tested monthly and flushed annually in September. In addition, there are other tests run every 3 years. In 2023 the Water System was tested for polyfluoroalkyl substances (PFAS) which are harmful to humans and regulated by the State Drinking Water Division. Our PFSA test results passed with a “Non-Detect” in all categories.

PFAS have been detected in well water in other communities in Vermont, and many towns have adopted Ground Water and Well Source Protection Zoning Overlays to protect their water sources from PFAS and other contaminants. The Water Commission and Town staff have drafted such an overlay to protect the Town’s Water System. In 2024 the Water Commission will be reviewing the draft with the Planning Commission.

The Water System also has healthy financials, including a balanced budget that allowed us to maintain stable user rates for 2023/24 and create a 40-year asset replacement reserve fund.

The Water Commission consists of five-members appointed by the Selectboard. The Commissioners are Robin Morris (Chair), Pete Reynells (Vice Chair), Peter Lazorchak, Bill Parker, and Brian Shupe.

The Water Commission meets on the 3rd Thursday of each month at 8:00 a.m. at the Town Office.

Robin Morris, Chair

Table 2.12
Groundwater Protection Overlay (GPO) District

A. **Purpose:** The Town of Waitsfield recognizes that many residents rely on groundwater for their safe drinking water supply, and that certain land uses can contaminate groundwater, particularly in shallow/surficial aquifers, or where contaminants can get into a bedrock aquifer. To ensure the protection of these drinking water supplies, this bylaw establishes a zoning overlay district to be known as the Groundwater Protection Overlay District (GPOD).

The purpose of the GPOD is to protect public health and safety by minimizing contamination of vulnerable aquifers and source protection areas as authorized under 24 V.S.A. §4414, and preserving and protecting existing and potential sources of drinking water supplies. It is the intent of the Town of Waitsfield to accomplish this through the adoption of this GPOD. The GPOD allows for appropriate land use regulations, in addition to those currently imposed by existing zoning districts or other state and federal regulations. It is intended that public education and cooperation will complement this effort.

The GPOD is superimposed on the Agricultural-Residential District and Forest Reserve District and shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses.

Applicable activities/uses or structures allowed in a portion of one of the underlying zoning districts that fall within the GPOD must additionally comply with the requirements of this district. Uses or structures prohibited in the underlying zoning districts shall not be permitted in the GPOD.

B. ZONES WITHIN THE GROUNDWATER PROTECTION OVERLAY DISTRICT

1. Establishment of District Boundaries

The Groundwater Protection Overlay District is defined as the areas shown on the Waitsfield Water Supply SPA Map as wellhead/aquifer protection areas. The Groundwater Protection Overlay District consists of the wellhead/aquifer protection locations from the Vermont Agency of Natural Resources Water Supply Division digital data. The Groundwater Protection Overlay District is an overlay district, which imposes additional requirements and restrictions to those in the underlying district. In all cases, the more restrictive requirement(s) shall apply.

2. Lots Divided by the Overlay District

Where the boundary of the Water Supply Source Protection Overlay District divides a lot of record such that part of the lot falls within the Groundwater Protection Overlay District and part of the lot is outside of it, the provisions of this Article shall only apply to that portion of the lot within the boundary of the Groundwater Protection Overlay District.

3. Zones 1 and 2 : Drinking Water Critical Impact Zones

Zone 1 is the protective isolation zone, a 200 feet radius circle centered on the water source. Zone 2 is the primary recharge area contributing water to the source.

- a. **Permitted Uses:** Zone 1 is restricted to the following Permitted uses alone (no conditional uses). Permitted land uses in Zone 1 will be restricted to:
- i. source operation and maintenance
 - ii. outdoor recreation facilities, except structures located within 200 feet of the water source.
 - iii. conservation zones
 - iv. agricultural and forestry uses, provided that fertilizers, pesticides, manure and other leachable wastes are used according to the Accepted Agricultural Practices as prescribed by Vermont Agency of Agriculture, Food and Markets as applicable and are not applied within 200 feet of the water source. All said leachable wastes must be stored under shelter away from precipitation and should be designed and used with secondary containment measures, as applicable.
- b. **Conditional Uses:** All proposed development in Zone 2 is subject to Conditional Use review by the Development Review Board. Development is restricted to the Permitted or Conditional uses as allowed in the underlying Zoning District except for prohibited uses in subsection c below. All uses must:
- i. Meet the Performance Standards as outlined for the GPOD
 - ii. If new wastewater is required, satisfy the standards of subsection d below with regard to Two Year Time of Travel
- c. **Prohibited Uses:** Uses prohibited in the underlying zoning districts shall not be permitted in the GPOD. To the extent allowed in either of the underlying districts, the following uses are prohibited in the GPOD:
- i. on-site disposal, bulk storage, processing or recycling of toxic or hazardous materials or wastes
 - ii. Underground storage tanks, except septic tanks as regulated and approved by the Vermont Department of Environmental Conservation, Wastewater Management Division that meet the standards of subsection d (Two Year Time of Travel)
 - iii. Industrial uses which discharge contact-type process waters on site
 - iv. Unenclosed storage of road salt
 - v. Dumping of snow carried from off-site
 - vi. Automotive uses: automobile service stations, repair garages, carwashes, junkyards, and truck stops
 - vii. The siting or operation of a wastewater or stormwater drainage lagoon or other infiltrating storm water structures
 - viii. Sale, storage, lease or rental of used and new cars or other motorized vehicles
 - ix. Laundry and dry-cleaning establishments
 - x. Salvage yards, landfills, recycling depots
 - xi. Cemetery

- xii. Commercial Water Extraction for purposes other than supplying the public water system associated with the protection area, including geothermal systems.
- xiii. Extraction of earth resources
- xiv. Battery storage systems

d. **Two Year Time of Travel:** Approval of septic disposal systems within the two-year time of travel boundary is prohibited unless it can be certified by a licensed hydrologist or licensed engineer that the discharge from the septic disposal site is not hydraulically connected to the drinking water aquifer, or that additional information is presented to document that a two-year time of travel is met or exceeded to the existing or potential water supply source.

4. Zone 3: Drinking Water Potential Impact Zone

Zone 3 is established as the remainder of the GPOD not included in Zones 1 and 2 as identified in the Waitsfield Water Supply SPA as mapped by the Vermont Agency of Natural Resources Department of Environmental Conservation, but deemed necessary to ensure adequate protection of public drinking water supplies.

- a. **Permitted Uses:** All uses allowed in the underlying zoning districts provided that they can meet the Performance Standards as outlined for the GPOD.
- b. **Conditional uses:** All conditional uses permitted in underlying districts provided they can meet performance standards outlined for the GPOD.

5. Performance Standards

The following permitting standards shall apply to uses in Zones 1, 2 and 3 of the GPOD:

- a. Any conditionally permitted facility involving the collection, handling, manufacture, use, storage, transfer or disposal of hazardous material or hazardous wastes must have a secondary containment system that is easily inspected and maintained, whose purpose is to intercept any leak or release from the primary containment vessel or structure. At a minimum, the secondary containment system must be able to handle 110% of the primary containment vessel or structure. Underground tanks or buried pipes carrying such materials must have double walls and inspectable sumps.
- b. Open liquid waste ponds containing hazardous material or hazardous wastes will not be permitted without a secondary containment system, and shall not be located within 200 feet of the water source.
- c. Storage of petroleum products in quantities exceeding 300 gallons at one locality in one tank or series of tanks must be in elevated tanks; such tanks must have a secondary containment system as noted above. Storage of petroleum products in any quantity is prohibited within 200 feet of the water source.
- d. All permitted facilities must adhere to appropriate federal and state standards for storage, handling and disposal of any hazardous material or hazardous waste.

- i. All conditionally permitted facilities must be designed and prepare an acceptable contingency plan for preventing hazardous materials and/or hazardous wastes from contaminating the shallow/surficial aquifer should floods, fire, or other natural catastrophes, equipment failure, or releases occur:
- (a) All conditionally permitted underground facilities shall include, but not be limited to a monitoring system and secondary standpipe above the 100-year flood control level, for monitoring and recovery. For above-ground conditionally permitted facilities, an impervious dike, above the 100-year flood level and capable of containing 110 percent of the largest volume of storage, will be provided with an overflow recovery catchment area (sump).
 - (b) All conditionally permitted facilities shall include firefighting plans and procedures, a fire retarding system, and provide for dealing safely with any other health and technical hazards that may be encountered by disaster control personnel in combating fire. Hazards to be considered are pipes, hazardous materials, hazardous wastes, or open flames in the immediate vicinity.
 - (c) For equipment failures, plans for conditionally permitted facilities that use, maintain, store, process or produce hazardous materials and/or hazardous wastes shall include, but not be limited to, below-ground level, removal and replacement of leaking parts, a leak detection system with monitoring, and an overfill protection system; and above-ground level, liquid and leaching monitoring of primary containment systems, the replacement or repair and cleanup and/or repair of the impervious surface.
 - (d) For any other release occurring, the owner and/or operator shall report all incidents involving liquid or chemical material to the Town of Waitsfield and the ANR Waste Management Division in accordance with applicable laws.

Since it is known that improperly abandoned wells can become a direct conduit for contamination of groundwater by surface water, all abandoned wells shall be properly plugged according to local and state regulations.

Section 7.04 Groundwater Protection Area Regulation Definitions

AQUIFER. A geological formation, group of formations or part of a formation either composed of unconsolidated rock, sand, gravel, or other unconsolidated soils, or composed of bedrock with an interconnected series of crevasses, fractures, joints, faults, cleavages, bedding planes, porosity, or other geologic features which allow groundwater to move in the subsurface environment and are capable of storing and yielding groundwater to wells and springs.

CONTAMINATION. An impairment of water quality by chemicals, biologic organisms, or other extraneous matter whether or not it affects the potential or intended beneficial use of drinking water.

FACILITY. Something that is built, installed, or established for a particular purpose.

GRAY WATER. All domestic wastewater except toilet discharge water.

GROUNDWATER. Water below the land surface in a zone of saturation.

GROUNDWATER PROTECTION OVERLAY DISTRICT. A zoning district that is superimposed on all underlying zoning districts in the Town of Waitsfield. It includes all lands that are included in the definitions of Zones 1, 2 and 3 of the GPOD, and is included in the Official Map of the Town of Waitsfield. This district may include specifically designated recharge areas that collect precipitation or surface water and carry it to aquifers.

HAZARDOUS MATERIAL means all petroleum and toxic, corrosive or other chemicals and related sludge included in any of the following:

- (A) any substance defined in section 101(14) of the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980;
- (B) petroleum, including crude oil or any fraction thereof; or
- (C) hazardous wastes, as determined under subdivision (9) of this section;
- (D) "Hazardous material" does not include herbicides and pesticides when applied consistent with good practice conducted in conformity with federal, state and local laws and regulations and according to manufacturer's instructions.
- (E) "Hazardous material" does not include livestock wastes.

HAZARDOUS WASTE. Any waste or combination of wastes of a solid, liquid, contained gaseous, or semi-solid form, including, but not limited to those which are toxic, corrosive, ignitable, reactive, strong sensitizers, or which generate pressure through decomposition, heat or other means, which in the judgment of the Secretary of the Vermont Agency of Natural Resources may cause, or contribute to, an increase in mortality or an increase in serious irreversible or incapacitating reversible illness, taking into account the toxicity of such waste, its persistence and degradability in nature, and its potential for assimilation, or concentration in tissue, and other factors that may otherwise cause or contribute to adverse acute or chronic effects on the health of persons or other living organisms, or any matter which may have an unusually destructive effect on water quality if discharged to ground or surface waters of the state. All special nuclear, source, or by-product material, as defined by the Atomic Energy Act of 1954 and amendments thereto, codified in 42 U.S.C. § 2014, is specifically excluded from this definition. The storage and handling of livestock wastes and by-products are specifically excluded from this definition.

LAND DEVELOPMENT. The construction, reconstruction, expansion, conversion, structural alteration,

relocation or enlargement of any building or other structure, or of any mining, excavation or landfill, and any change in the use of any building or other structure, or land, or extension of use of land. The subdivision of land, including the division of a parcel into two or more parcels, is regulated under the Town of Waitsfield Subdivision Regulations, as most recently amended.

PRIMARY CONTAINMENT FACILITY. A tank, pit, container, pipe or vessel of first containment of a liquid or chemical, excluding the storage and handling of livestock wastes and by-products.

PUBLIC WATER SUPPLY. Any system(s) or combination of systems owned or controlled by a person, that provides drinking water through pipes or other constructed conveyances to the public and that has at least 15 service connections or serves an average of at least 25 individuals daily for at least 60 days out of the year. Such term includes all collection, treatment, storage and distribution facilities under the control of the water supplier and used primarily in connection with such system, and any collection or pretreatment storage facilities not under such control that are used primarily in connection with such system. In addition, this includes any water supply system with ten or more residential connections.

RELEASE. Any unplanned or improper discharge, leak, or spill of a potential contaminant including a hazardous material and/or hazardous waste, excluding the storage and handling of livestock wastes and by-products.

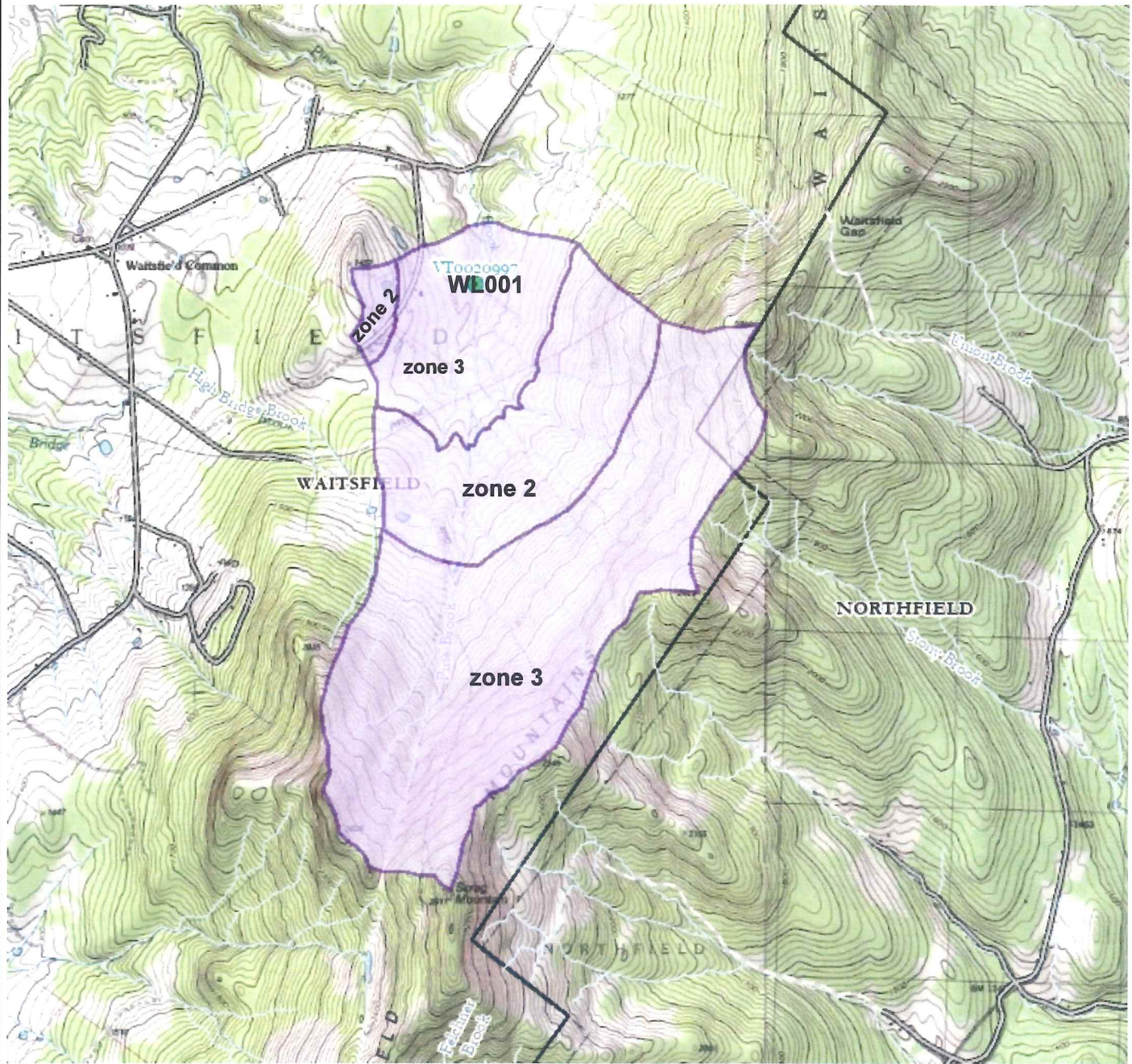
SECONDARY CONTAINMENT FACILITY. A second tank, catchment pit, pipe, or vessel that limits and contains a hazardous material or hazardous waste leaking or leaching from a primary containment area; monitoring and recovery are required excluding the storage and handling of livestock wastes and by-products.

SPILL RESPONSE PLANS. Detailed plans for control, re-containment, recovery and clean up of hazardous material and/or hazardous waste releases, such as during fires or equipment failures.

STORMWATER TREATMENT PRACTICE (STP). A stormwater treatment practice that is a specific device or technique designed to provide stormwater quality treatment and or quality control.

STORMWATER RUNOFF. Precipitation that does not infiltrate the soil, including material dissolved or suspended in it, but does not include discharges from undisturbed natural terrain or wastes from combined sewer overflows.

TIME-OF-TRAVEL DISTANCE. The distance that groundwater will travel in a specified time. This distance is generally a function of the permeability and slope of the aquifer.



LEGEND

Public Water Sources

- Active
- Proposed
- Inactive

Ground Water SPA

- Active/Shared SPA; SHARED
- Proposed
- Inactive

NOTES

WSID VT0020997
topo

1: 34,429

June 1, 2022



REQUEST FOR QUALIFICATIONS

**Environmental Engineering/Municipal Planning Professional
is requested for a Village Master Plan for Irasville
Waitsfield, Vermont
[DATE ISSUED]
RFQ Due on [DATE]**

PROJECT DESCRIPTION

Overview

This project is to create a Village Master Plan for Irasville, with the goal of increasing housing, improving natural resources and increasing resilience against a changing climate. The Village Master Plan will include current conditions, community attitudes, identification of wetland enhancements, realistic design scenarios, and next steps for phased revitalization and resilience.

Context and Background

Waitsfield's Town Plan identifies Irasville as the growth area for the Mad River Valley , accommodating the majority of new residential and commercial development in a traditional VT village form.

The lack of municipal infrastructure, coupled with the lack of an integrated stormwater management and wetlands approach, has resulted in a fragmented development pattern and limited capacity to accommodate growth.

The town has recently made substantial progress on a variety of stumbling blocks keeping Irasville from realizing its potential:

- Municipal water system installed in '12
- Municipal wastewater system planning is currently underway, final design in '24
- Irasville Wetlands Analysis, '21

Building off this progress, as well as leveraging lessons learned from the town's previous Irasville visioning efforts, the town is well positioned to undertake a process focused on two overarching 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.

Extensive conversations with our region's DEC Wetlands Ecologist have resulted in an understanding of the key role that Irasville's existing wetlands complex plays in flood storage, water quality improvement, and more. In a time of climate change-induced weather patterns, their

role is increasing in significance. Waitsfield is committed to utilizing the lessons of its 2021 Wetlands Analysis to guide master planning, focusing first and foremost on how to enhance and support the functioning of Irasville’s wetlands complex. The town is fully committed to evolving Irasville’s automobile-centric development pattern into a bustling pedestrian-oriented growth center while also increasing the natural functioning of its landscape.

Funding

A total of \$49,990 is available for consultant services from the Municipal Planning Grant Program administered by the Vermont Agency of Commerce and Community Development.

Work Plan

The overarching objectives of the Irasville Master Planning project are to enhance the landscape’s absorptive capacity while also meeting municipal goals that enable and promote the development of a compact, mixed-use, and pedestrian-oriented growth center. We aim for a future Irasville that is home to the bulk of the Mad River Valley’s housing and commercial needs at a pedestrian scale, resulting in a critical mass that supports a diversity of viable businesses in the village, as well as ample ridership for a commuter bus connecting Irasville to neighboring population centers. This future Irasville has a highly functioning environment where critical wetlands have been enhanced and storm water captured, intercepting rainwater that would otherwise end up in the Mad River and exacerbate flooding. The natural functions of the immediate landscape are understood, strengthened, and protected.

In order to achieve this projected future Irasville, we will need to start with a plan. The Irasville Master Plan will provide strategic recommendations for advancing the housing and mixed-use development of Irasville in a manner that increases the absorptive capacity of its wetlands. The project will include an engaged public process to ensure that the broad community envisions a future that’s mutually beneficial, as well as incorporate implementable design approaches that build off of the existing momentum.

The long-term outcome of this project is a more resilient Waitsfield, where the town’s long-standing commitment to smart-growth principles is realized, one that welcomes changing demographics, all in a location that is safe from, and minimizes the likelihood of flooding.

Proposed Timeframe

Contract Awarded, Proposed Start Date: April 1, 2024

Existing Conditions Analysis:

Community Development Goals:

Wetland Enhancement Opportunities:

Community Engagement:

Design:

Strategic Recommendations: November 1, 2025

Project Outline and Deliverables

0) Project Management - Project management activities including internal coordination, project communications, and invoicing.

1a) Existing Conditions Analysis - Summarize Conditions - Drawing from recent Vibrant Villages project, summarize relevant plans, reports, and data to describe current conditions in Irasville

1b) Existing Conditions Analysis - Base Map - Prepare base mapping of existing facilities, buildings, wetlands and other natural features

1c) Existing Conditions Analysis - Present Findings - Share findings to PC, Project Website, & Public Meeting Presentation

2a) Community Development Goals – Identify - Coordinate with Steering Committee, PC, & SB to identify specific development goals (consultant & staff)

2b) Community Development Goals – Articulate - Share goals and hear feedback from PC/SC (post to Project Website)

3a) Wetland Enhancement Opportunities – Identify - Based on existing Irasville wetland rankings (functions and values), identify areas for restoration, expansion, and encroachment (no site visit anticipated)

3b) Wetland Enhancement – Prioritize - Develop a prioritized list and map of wetland restoration, expansion, and encroachment

3c) Wetland Enhancement - Implementation - Identify responsible parties for wetland restoration, expansion, and easement holding.

4a) Community Engagement - Steering Committee - Develop and facilitate a project steering committee consisting of Planning Commission, Selectboard representative, PZA, and local stakeholders.

4b) Community Engagement – Website - Develop an informative and engaging project website that tells the context and story of prior planning efforts (including wastewater plans, flood resilience efforts, bylaw modernization)

4c) Community Engagement – Charrette - Informed by wetlands opportunities and constraints, host a design charrette to identify village design ideas and priorities for Irasville

4d) Community Engagement – Materials - Include educational materials and discussions as well as sketchwork and visioning exercises to articulate design vision and goals for Irasville

5a) Design - Charrette Refinement - Working with project advisory committee, refine initial design from charrette (anticipated at one overhead sketch and one perspective sketch).

5b) Design – Feedback - Put initial design into an online community survey to receive resident feedback

5c) Design - Design Refinement - Based on survey results and input from Steering Committee, refine and finalize design based on resident/committee feedback

6a) Strategic Recommendations - Prepare recommendations for advancing and implementing design and wetland considerations in Irasville, including bylaw changes, circulation, stormwater, wetland improvements, and wayfinding. Develop a concise, graphically-rich planning document.

Additional Information

[Add any additional information here on general process, roles, goals and structure of the project, etc.]

SUBMISSION REQUIREMENTS

All responses to the RFQ shall include the following information:

1. Cover Letter - A letter of interest for the project.
2. Statement of Qualifications and Staffing – Provide a qualifications profile of the lead consultant and sub-consultants, including indication of the lead consultant, the proposed role of each consultant on the team. Also provide detailed information on each consultant, including the name of the firm, year established, and contact information.
3. Summaries of relevant projects – Describe relevant experience on similar projects for each firm and list the work experience of the individuals expected to be involved in the project. Include a minimum of three (3) professional references for whom a similar project has been completed within the last ten (10) years.
4. Page Limit - The proposal, encompassing items 1-3 above, shall not exceed 15 double-sided pages (30 total pages) including cover letter, project lists and contacts.

All information submitted becomes property of the Town of Waitsfield, Vermont. The municipality of Waitsfield reserves the right to issue supplemental information or guidelines relating to the RFQ as well as make modifications to the RFQ or withdraw the RFQ.

Respondents should submit one (1) digital copy (PDF) and five (5) printed copies of the proposal by **March 1, 2024** to:

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

For questions, please contact JB Weir, Planning & Zoning Administrator, at (802) 496-2218

x 4, or via email at pza@gmavt.net. We will respond to all questions within 48 hours. Both the question and response will be shared with the other consultants.

Please expect a confirmation email upon receipt of the qualifications by the Town of Waitsfield.

Selection Process

Qualifications will be reviewed by a selection committee composed of representatives from *the Waitsfield Planning commission, Waitsfield Selectboard, and Waitsfield community-at-large*. A short- list of consultants will be selected to submit detailed proposals for the project with a project approach, scope of services, schedule and budget with details on staffing, hourly costs and overhead. Proposals will be presented in-person by the consultants at interviews.

RFQ Schedule Summary:

Qualifications due March 1, 2024.

Consultants selected for short-list *[enter date]*

Proposals due *[enter date – Could be the same as the interview date but consultants should be given sufficient time – one or two weeks – to prepare the proposals]*

Interviews on *[enter date]*.

Consultant selection by *[enter date]*.

Project work to begin April 1, 2024

Complete project on or by **November 30, 2025**.

Evaluation of Qualifications

Respondents will be evaluated according to the following factors:

1. Consultant Qualifications (experience with similar projects, ability to work with municipalities to attain desired outcomes, and knowledge of the topic) - 85%
 - Experience with master planning and wetlands analysis
 - Ability to solicit input, build community engagement, and solve problems creatively.
 - Knowledge of infill development and natural resource protection
 - Understanding of current housing issues, resort communities and flood resilience.
 - Proven ability to work with committees and conduct public meetings
 - Availability to begin work on project start date
2. Quality, completeness and clarity of submission - 15%

Interview Framework

The Town of Waitsfield reserves the right to select the top three highly scored consultants and invite them for an interview. In this process, the selection committee may ask the respondents to give an oral presentation of their respective proposals. The purpose of this oral presentation is to provide an in-depth analysis of qualifications, experience in performing similar services, and an opportunity for the consultant to clarify or elaborate on their qualifications without restating the proposal.

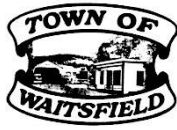
The interview and presentation is merely to present facts and explanation to the review committee and allow the selection committee to ask targeted questions of the consultant team. The interview and presentation, if deemed necessary by the review committee, will be held at the Town Offices in Waitsfield Vermont and via Zoom. The day and time will be notified to the respondents **at least one week prior to the meeting**. All costs and expenses incurred in traveling for the purpose of interview and presentation shall be the responsibility of the consultant.

Final Consultant Selection

Following the selection process, one team will be selected to negotiate a final contract for services. The final scope of work with specified deliverables may be modified through negotiation of the final contract. The final project team may also be modified through negotiation of the final contract. Any expenses resulting from the interview and proposal process will be the sole responsibility of the consultant.

Contract Requirements

The consultant contract will be subject to the terms of Attachment D of the Municipal Planning Grant Agreement (Procurement Procedures and Other Grant Requirements). A sample contract meeting these requirements is available [here](#).



TOWN OF WAITSFIELD
Planning Commission

To: Division for Community Planning & Revitalization
Department of Housing and Community Development

From: Waitsfield Planning Commission

Re: Neighborhood Development Area Designation Application

Date: February 1, 2024

Dear Jacob:

Attached please find the Town of Waitsfield's draft Neighborhood Development Area designation application.

The Town of Waitsfield is seeking the Neighborhood Development Area designation for Irasville Village District in addition to lands in the Village Residential District that are not encompassed within the Town's Designated Village Center. The NDA designation will augment several recent initiatives in Waitsfield regarding smart growth, infrastructure development, bylaw modernization, and land use planning that will help enact the vision for Irasville that is laid out in the 2023 Waitsfield Town Plan. Furthermore, the NDA designation for Irasville Village will enable the Town to access CWSRF subsidies for the pending Wastewater Planning Project.

We look forward to working with you and scheduling a meeting at your earliest convenience to review the draft application to ensure all requirements are satisfied prior to final submission to the Downtown Board.

Best,

JB Weir
Planning & Zoning Administrator
pza@gmavt.net
(802) 496-2218 x 4

Attachments:

NDA Application (draft)
CVRPC Approval Resolution – 2023 Town Plan
Map (1) Designated Village _ Planning Area
Map (2) - Public Facilities
Map (3) - National Register Historic Districts
Map (4) – Slopes

Map (5) - Flood Risks

Map (6) - Protected Lands

Map (7) - Deer Wintering Areas (DWA)

Map (8) - Natural Constraints

Map (9) - Possible Neighborhood Development Area

Map (10) - Soils _ VSWI

Map (11) - Irasville Sidewalk Map

Application for Neighborhood Development Area (NDA) Designation

Vermont Downtown Development Act
24 V.S.A. Chapter 76A § 2793e

Municipality/Municipalities:
Waitsfield

Application Preparer(s): JB Weir
Date of Draft Application: February 1, 2024
Date of Final Application:

	Application Overview (see Application Guidelines)
	Cover Letter ATTACHED
	(Property Owner Application Only) Notification to Municipality of Intent to Apply
	Responses to Application Requirements below

Please complete the following form, checking the items that are completed and using a different type style or **color** to respond to the instructions provided in CAPS. Staff findings (the shaded column) are in draft form and will be finalized when reviewing the completed application.

Application/ Designation Requirements & Applicant Responses	DHCD Staff Findings
<p>1. Confirmed planning process. Municipalities/municipality has 1) a duly adopted and unexpired plan, 2) a planning process that is confirmed in accordance with section 4350 of this title, and 3) adopted bylaws and regulations in accordance with sections 4414, 4418, and 4442 of Title 24 V.S.A. RPC CONFIRMATION LETTER. ATTACHED; NEWLY-ADOPTED BYLAWS (1/8/2024) ON FILE WITH DHCD</p>	<p>The applicant included a letter from RPC on confirmation status dated ___ and current regulations are on-file with DHCD.</p>
<p>2. Preapplication meeting. Applicant met with Department staff to review the program requirements, review a draft application completed by the applicant, and to discuss the proposed boundaries of the neighborhood development area on DATE:TBD Initial meeting 4/20/23, follow-ups on 12/14/23 & 1/11/24.</p>	<p>A preapplication meeting with DHCD staff took place.</p>

3. NDA location. The proposed NDA is mapped within a neighborhood planning area or a designated growth center. **ATTACH MAP.**

AND IF NOT

One or more areas of land extending beyond the delineated neighborhood planning area may be approved if:

(A) including the extended area beyond the neighborhood planning area is consistent with the statewide planning goals (24 V.S.A. section 4302). **EXPLAIN:**

Waitsfield's proposed NDA is anchored by Waitsfield Village's Neighborhood Planning Area and is inclusive of the adjacent Irasville Village District (IVD). Given their proximity, historic land use patterns, and current values, Waitsfield Village & Irasville operate seamlessly as the town's interconnected "twin villages." The 2023 Waitsfield Town Plan notes the following about the IVD (12-11): "The **purpose** of the Irasville Village District is to function as the Mad River Valley's primary commercial center and the town's growth center to enable coordinated expansion of residential development, shopping facilities, and other commercial uses that minimize traffic impacts, and which concentrate development into a more compact village setting. Development shall enhance traditional Vermont village patterns and Vermont vernacular design, and maintain continuity with Waitsfield Village. The traditional village pattern shifts away from automobile-oriented development in favor of a denser, more pedestrian-oriented pattern."

The Neighborhood Development Area designation will augment several recent initiatives in Waitsfield regarding smart growth, infrastructure development, bylaw modernization, and land use planning that will help enact the vision for the IVD that is laid out in the [2023 Waitsfield Town Plan](#).

In 2020, a collaboration between the Mad River Valley Planning District (MRVPD), Doug Kennedy Advisors (DKA), and the towns of Waitsfield, Fayston, and Warren resulted in the *2020 Mad River Valley Housing Demand & Market Analysis* (Market Analysis). This analysis provided a detailed assessment of the current and future unmet housing demands, considering specific supply and demand factors of the Mad River Valley, and built off of the existing data within the [2017 Mad River Valley Housing Study](#) and the [Mad River Valley Annual Data Report](#). It offered community leaders essential insights for shaping MRV-specific housing policy alternatives,

The proposed NDA and neighborhood planning area are identified on map and the NDA is limited to the neighborhood planning area (growth center) boundary, which extends 0.25 miles from the exterior perimeter of the designated New Town or Village Center, 0.5 miles from the exterior perimeter of the designated Downtown or is within a designated growth center.

AND IF NOT

At least 80% and no fewer than 7 members of the Downtown Board reviewing the NDA agree that boundary meets criteria (A)-(D).

guiding development initiatives, and setting priorities. The Market Analysis identified an immediate market-wide housing need for approximately 365 households, with an additional future need of roughly 85 households, representing a total of 450 households. Much of this immediate and future need would be anticipated in the IVD, as laid out in Waitsfield's Town Plan.

As a result of FY22 Bylaw Modernization Grant support from DHCD, the Waitsfield Planning Commission (PC) undertook a process in November 2022 to review and revise Town zoning bylaws, with a specific focus on Waitsfield Village and Irasville. This project was a key step to ensuring that a significant amount of the unmet housing need previously identified could be accommodated in Waitsfield's Irasville Village District as dictated in Waitsfield's Town Plan.

To assist in this process, the PC secured the services of SE Group, a consultancy based in Burlington, VT. Early on in the process, the PC identified three primary focus areas for revising zoning bylaws, supported by the goals and recommendations of the Waitsfield Town Plan:

- To address a local shortage of housing
- To promote "vibrant villages" with a lively, neighborhood feel
- To create walkable development in village areas

These zoning bylaw revisions were accepted by the Waitsfield Selectboard at its meeting of 1/8/24. Key enhancements include raising the threshold for conditional approval of small residential developments to five units, reclassifying low-impact commercial activities to permitted uses, and adding cottage court-style dwellings as a conditional use. Dimensional standards were adjusted to reduce minimum lot sizes to $\frac{1}{2}$ of an acre, supporting denser village-style development and aligning with S.100 provisions. Additional changes seek to improve neighborhood aesthetics and walkability, such as repositioning parking areas and modifying building facades and entrance orientations. These adjustments, coupled with minor updates to the zoning map, are tailored to fulfill the Irasville Village District's vision and the broader objectives of the Neighborhood Development Area Application.

The final piece to enabling this higher concentration of development within the Irasville Village District is the creation of a municipal

wastewater system, which the Town of Waitsfield is presently engaged in.

Waitsfield conducted a Wastewater and Water Feasibility Study in 2022, which explored options for infrastructure improvements, wastewater solutions, and the potential expansion of water service connections for Irasville and Waitsfield Village. As a next step, during the 12/5/22 Selectboard Meeting, Waitsfield accepted the recommendation of its hired consultant, Dubois & King (D&K), to proceed with a Preliminary Engineering Report (PER) for the Feasibility Study scenarios 5B (development of wastewater treatment and disposal) and 2 (connection of remaining individual wells in Waitsfield Village to the municipal water system).

Through a collaboration between the Town of Waitsfield, D&K, engaged community members, and the Mad River Valley Planning District, the PER was developed through 2023 and finalized by the Vermont Department of Environmental Conservation (DEC) on 12/20/23. In January 2024, the project advanced to the next phase, commencing with 30% Final Design of the wastewater system proposed in the PER. A municipal bond vote for the wastewater system is being planned for summer 2024, anticipating construction in 2025/26. The incorporation of the IVD in Waitsfield's NDA is in strategic alignment with the 2023 Waitsfield Town Plan, which recognizes this area, in conjunction with Waitsfield Village, as the location within the Mad River Valley best suited for compact development of housing near shops and services. The proposed NDA area is supported by the historical continuity of Waitsfield's twin villages as well as extensive recent planning efforts, including the 2020 Mad River Valley Housing Demand & Market Analysis, the recent modernization of Waitsfield's zoning bylaws, and the advancement of a municipal wastewater system. These coordinated efforts highlight the IVD's suitability for the NDA, ensuring it meets the needs of the community while adhering to the state's vision for sustainable and focused development.

(B) residential development opportunities within the neighborhood planning area are limited due to natural constraints and existing development. **EXPLAIN:** Residential development opportunities within the neighborhood planning area are restricted due to natural constraints insofar as the Village is bounded by the Mad River (and its associated floodplain/river corridor) to the east and steep slopes to the west. As evidenced by the attached mapping, there are also

functioning wetlands throughout the planning area that limit development opportunities. Irasville encompasses approximately 190 acres of land within the Town of Waitsfield bordering Route 100 on the east and west sides, from the Fiddlers Green Shopping Center to the edge of Waitsfield Village Historic District in the Mad River Valley. To the northwest of Route 100, the terrain slopes gently to the east or southeast. Irasville is bounded by the Waitsfield-Fayston town line, which runs along the toe of steeper slopes to the northwest. To the southeast of Route 100, Irasville is bounded by the Mad River. A steep 20 to 35-foot high terrace escarpment runs through this portion of the proposed NDA, but above and below the escarpment, slopes are moderate to gentle.

(C) the extended area represents a logical extension of an existing compact settlement pattern and is consistent with smart growth principles. EXPLAIN: The extended area represents a logical extension of Waitsfield Village's classic New England development pattern characterized by a compact development center, dominant public buildings, and a contrast between the village and surrounding countryside. The area includes Irasville, which is the result of farsighted land use policies and private investment initiated in the 1970s and continuing through today. Irasville was envisioned as a compact, mixed-use village serving the commercial, cultural, and housing needs of the MRV. Over 80 residential dwellings have been constructed in Irasville since the 1970s. The functioning of this area as a compact and walkable area has been supported by strategic infrastructure improvements, including road construction to establish a partial grid street network, and extensive sidewalk, boardwalk, and accessible trail construction providing pedestrian access within Irasville and a pedestrian connection to historic Waitsfield Village. The area is served by a municipal water system, which came on line in 2012.

The lack of community wastewater infrastructure has been the primary contributing factor to the area's fragmented development pattern and limited capacity to accommodate growth. This is being addressed through the Waitsfield Community Wastewater Project, currently in 30% Final Design and poised for a bond vote this summer. This impending wastewater infrastructure, in conjunction with the benefits of the NDA, will unlock the area's potential and implement the community's desire for new homes in this

<p>development-ready location near shops and services, further reducing pressure to develop on farm and forest land.</p> <p>(D) the extended area is adjacent to existing development. EXPLAIN: The proposed NDA wraps around the Waitsfield Village Designated Center to the north and is anchored by its Neighborhood Development Area. Not only is the proposed NDA adjacent to existing development, Irasville supports a full range of land uses, including the valley’s principal commercial and service enterprises, a mix of single and multi-family dwellings (including several upper-story apartments), office space for a range of professional and business enterprises, and a limited amount of light manufacturing space.</p>	
<p>4. Walking distance. The proposed NDA consists of those portions of the neighborhood planning area that are generally within walking distance from the municipality’s downtown, village center, or new town center designated under this chapter or from locations within the municipality’s growth center designated under this chapter that are planned for higher density development.</p> <p>EXPLAIN: The NDA consists of areas that are within walking distance from the Village Center. The Neighborhood Planning Area (NPA) is directly adjacent to the NDA and includes an existing residential area immediately east of the Big Eddy Covered Bridge. This existing neighborhood is within the Village Residential District (VRD) and National Register District, and is served by existing sidewalks. The NPA area to the west is all located within the VRD and directly adjacent to the existing Village Center. The entirety of the VRD, which includes these two portions of the proposed NDA, is planned for higher density as detailed in Waitsfield’s recently approved zoning bylaws (i.e. ½ acre minimum lots).</p> <p>The portion of the NDA that includes the Irasville Village District (IVD) is the result of farsighted land use policies and private investment supporting a compact, mixed-use village serving the commercial, cultural, and housing needs of the MRV. The functioning of this area as a compact, walkable, and connected area has been supported by strategic infrastructure improvements over the past 30 years, including road construction to establish a partial grid street network, construction of ADA accessible sidewalks within and connecting the twin villages, an extensive boardwalk system, and safe crossing infrastructure providing</p>	<p>The proposed NDA is within a <u>10</u> minute walk of the <u>designated center</u> and planned for higher density development.</p>

confident pedestrian experiences within Irasville and connection to the adjacent Designated Waitsfield Village Center.

The IVD if planned for even higher densities than current, to be made possible through the recent passage of Waitsfield's amended zoning bylaws described previously (i.e. 1/4 acre minimum lots) and implementation of wastewater infrastructure planned for implementation in 2025.

The proposed NDA abuts the Village Designated Center and as such is within a very short walking distance. The proposed NDA incorporates the area specifically identified as part of the hub for residential and related development for the Mad River Valley (Waitsfield, Fayston, Warren, and Moretown). The zoning bylaw revisions in Waitsfield were accepted by the Waitsfield Selectboard during its meeting of 1/8/24. Key changes include raising the threshold for conditional approval of small residential developments to five units, reclassifying low-impact commercial activities to permitted uses, and adding cottage court-style dwellings as a conditional use. Dimensional standards were adjusted to reduce minimum lot sizes to 1/4 of an acre, supporting denser village-style development and aligning with S.100 provisions. Additional changes will improve neighborhood aesthetics and walkability, such as repositioning parking areas and modifying building facades and entrance orientations. These adjustments, coupled with minor updates to the zoning map, are tailored to fulfill the Irasville Village District's vision and the broader objectives of the Neighborhood Development Area Application.

The final piece to enabling this higher concentration of development within the Irasville Village District is the creation of a municipal wastewater system, which the Town of Waitsfield is presently engaged in. Through a collaboration between the Town of Waitsfield, D&K, engaged community members, and Mad River Valley Planning District, the final PER was submitted to the Vermont Department of Environmental Conservation (DEC) on 12/1/23. The project is currently on schedule, with the next phase of the project to include the 30% design phase which will develop design drawings of the future municipal wastewater system.

<p>5. Flood hazards. The proposed NDA consists of those portions of the neighborhood planning area that are appropriate for new and infill housing, excluding identified flood hazard and fluvial erosion areas, except those areas containing preexisting development in areas suitable for infill development as defined in §29-201 of the Vermont Flood Hazard Area and River Corridor Rule. IF the proposed NDA includes flood hazard areas or river corridors, the local bylaws contain provisions consistent with Agency of Natural Resources rules, required under 10VSA754(a) to ensure that new infill development within a neighborhood development area occurs outside the floodway and will not cause or contribute to fluvial erosion hazards within the river corridors, local bylaws shall also contain provisions to protect river corridors outside the neighborhood development area. EXPLAIN AND MAP (IF APPLICABLE): River corridor, flood hazard, and fluvial erosion areas are identified on the attached maps and have been excluded from the proposed NDA.</p>	<p>River corridor, flood hazard and fluvial erosion are identified on map and excluded from the NDA.</p> <p>AND IF NOT</p> <p>The areas included contain pre-existing development, and the municipality has ANR's review and approval of the local bylaws, which protect river corridors throughout the municipality outside the NDA.</p>
<p>6. Natural resources. The proposed NDA balances local goals for future land use, the availability of land for housing within the neighborhood planning area, and smart growth principals to determine areas most suitable for infill housing by avoiding or minimizing to the extent feasible the inclusion of "important natural resources" as defined in 24 V.S.A. § 2791(14). If an "important natural resource" is included within a proposed NDA, the applicant shall identify the resource, explain why the resource was included, describe any anticipated disturbance to such resource, and describe why the disturbance cannot be avoided or minimized. EXPLAIN AND MAP (IF APPLICABLE): The proposed NDA has been mapped to exclude important natural resources inclusive of headwaters, streams, shorelines, floodways, rare and irreplaceable natural areas, necessary wildlife habitat, wetlands, endangered species, productive forestlands, and primary agricultural soils as reflected in the attached mapping.</p>	<p>Important natural resources present in the proposed NDA are identified on map and include: _____. and the NDA boundary feasibly avoids and minimizes disturbance to the resources.</p>

7. Complete streets.

(B) The proposed NDA 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. **EXPLAIN AND/OR MAP:** The proposed NDA is served by an existing sidewalk network, as reflected in the attached mapping. The Town recently completed Bylaw revisions for Irasville and the Villages intended in part to improve walkability and connectivity in the Irasville district. For all village districts, the updated bylaws reduced the minimum lot size to 1/5-acre and made corresponding adjustments to reduce front setbacks, increased lot coverage, and increased maximum building footprint standards. These changes encourage walkable development that is of a similar density, scale, and character to existing village-style development, and will enable infill development opportunities.

In addition the newly-adopted Bylaws sought to promote a walkable and lively neighborhood feel, parking areas are identified to be located to the side or rear of new buildings, with front yard areas being limited to lawn area, landscaping, sidewalks, and/or public spaces. In addition, commercial buildings are to have their primary building façade and entrance facing the primary public street, and buildings have a minimum amount of glazed area (i.e., windows) to promote a natural connection to the street.

The new Bylaws are tailored to minimize excessively large parking areas that can negatively affect walkability, reducing the minimum number of parking spaces required for new residential developments, and bolstering provisions that encourage applicants to seek shared parking arrangements in lieu of constructing new on-site parking.

These efforts support years of walkability and pedestrian safety enhancements within the proposed NDA, much of which was initially identified in the 2017 Mad River Valley Active Transportation Plan (funded through the pilot round of the Better Connections Grant Program).

The proposed NDA is served by an (existing/planned) sidewalk network. (For more detail see Complete Streets Checklist below)

<p>8. Historic resources.</p> <p>(C) The proposed NDA is compatible with and will reinforce the character of adjacent National Register Historic Districts, national or State register historic sites, and other significant cultural and natural resources identified by local or State government. EXPLAIN AND MAP (IF APPLICABLE): The attached map identifies all historic resources, including the Waitsfield Village National Register Historic District and contributing structures). The 2023 Town Plan states that “The preservation of the town’s historic and scenic character is important to promote tourism, to preserve the agricultural land base, to enhance recreational opportunities, and to protect important natural and cultural landscape features.” Goal 10.H-1 of the 2023 Town Plan states the Town’s goal to “Identify, protect and preserve Waitsfield’s cultural landscape and resources, including its traditional settlement pattern, historic built environment, and scenic features.” Policy 10.I-2 calls for the Town to “Preserve the integrity of historic buildings to the extent feasible while allowing for on-going use and maintenance.</p>	<p>Historic resources within the proposed NDA are identified on the application’s map and the municipal plan includes a statement of policy on the preservation of historic resources.</p>
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9. Residential densities. The municipal bylaws allow minimum net residential densities (densities allowed through the base zoning, not through bonuses or PUD-only [planned unit development] density calculations) within the NDA greater than or equal to four dwelling units per acre for all identified residential uses or residential building types, exclusive of accessory dwelling units, or not fewer than the average existing density of the surrounding neighborhood, whichever is greater. See the methodology for calculating density on page 10 of the [NDA Application Guide](#). Regulations that adequately regulate the physical form and scale of development may be used to demonstrate compliance with this requirement.

The attached map includes zoning boundaries for all districts within the proposed NDA, which consists of the Irasville Village District (IVD) & Village Residential District (VRD). Allowable densities for all residential building types, exclusive of accessory dwelling units, is $\frac{1}{5}$ acre (up to 5 units per acre) within both of these districts. $\frac{1}{5}$ acre is more permissive than the required net minimum residential density of 4-units per acre. This $\frac{1}{5}$ acre zoning was made possible through the passage of zoning bylaw revisions enacted by the Waitsfield Selectboard at its meeting of 1/8/24, supported through a FY22 Bylaw Modernization Grant. Prior to adoption, the minimum acreage for a parcel in the IVD was 1-acre and VRD $\frac{1}{2}$ -acre.

Residential densities allowed by the bylaws in the proposed NDA range from ___ to ___ units/acre.

NAME ZONING DISTRICT(S) & RESIDENTIAL DENSITY ALLOWED

Irasville Village District	<p style="text-align: center;">dwelling units per acre</p> <p>$\frac{1}{5}$-acre zoning (up to 5 units per acre): This is greater than the required net minimum of residential density of 4 units per acre. Prior to adoption of the 2024 Zoning Bylaws, the minimum acreage for a parcel in this district was 1-acre.</p>
Village Residential District	<p style="text-align: center;">dwellings units per acre</p> <p>$\frac{1}{5}$-acre zoning (up to 5 units per acre): This is greater than the required net minimum of residential density of 4 units per acre.</p>

	<p>Prior to adoption of the 2024 Zoning Bylaws, the minimum acreage for a parcel in this district was 1/2-acre.</p>	
	<p>dwelling units per acre</p>	
<p>10. Energy conservation. Residents hold a right to utilize household energy conserving devices (such as clotheslines). EXPLAIN if the municipality imposes prohibitions. The Town's bylaws do not prohibit energy saving devices.</p>		<p>Municipality's regulations do not prohibit energy saving devices.</p>
<p>11. Design guidelines. Local bylaws, regulations, and policies applicable to the NDA substantially conform to the neighborhood design guidelines developed by the Department. COMPLETE CHECKLIST BELOW AND REPORT ON SCORES (8 of 10 criteria in each category must be met to qualify for NDA):</p> <p style="padding-left: 40px;">Complete Streets: <u> 10 </u> of 10 Building and Lot Patterns: <u> 10 </u> of 10</p>		<p><u> </u> of 10 complete street policies and <u> </u> of 10 pattern policies ensure that all investments contribute to a built environment that enhances the existing neighborhood character and supports pedestrian use; ensure sufficient residential density and building heights; minimize the required lot sizes, setbacks, and parking and street widths; and require conformance with "complete streets" principles, street and pedestrian connectivity, and street trees.</p>

<p>12. Maps. The application includes ATTACHED map or maps that, at a minimum, identify: (A) "important natural resources" as defined in 24 V.S.A. § 2791(14): MAP ATTACHED</p>	<p>Maps identifying the proposed NDA boundary and each element are attached.</p>
<p>(B) existing slopes of 25 percent or steeper; MAP ATTACHED</p>	
<p>(C) public facilities, including public buildings, public spaces, sewer or water services, roads, sidewalks, paths, transit, parking areas, parks, and schools; MAP ATTACHED</p>	
<p>(D) planned public facilities, roads, or private development that is permitted but not built; MAP ATTACHED</p>	
<p>(E) National Register Historic Districts, national or State register historic sites, and other significant cultural and natural resources identified by local or State government; MAP ATTACHED</p>	
<p>(F) designated downtown, village center, new town center, or growth center boundaries as approved under this chapter and their associated neighborhood planning area in accordance with this section; MAP ATTACHED</p>	
<p>(G) delineated areas of land appropriate for residential development and redevelopment under the requirements of this section. MAP ATTACHED</p>	
<p>13. Completeness. The application includes the information and analysis required by the Application Guide.</p>	<p>The application is complete and includes the information required by the guidelines.</p>

Neighborhood Design Checklists

Please fill in the right column with information about the municipal plans, policies and regulations that address the 10 guidelines for promoting good neighborhood design in each of the two required checklists. DHCD will total the number of positive (Y) responses for the score at the bottom of the checklist.

Complete Streets Guidelines	Provisions Adopted by the Municipality?	
	Y/N	Cite and link to local plan, regulation, or policy. Note how regulations apply (e.g. all development, district-specific, site plan, and/or subdivision).
1. Require that provisions be made for the extension of the street and pedestrian network into existing streets and adjacent, undeveloped land.		<p>Subdivision Regulations: Section 3.6 (D)(1) (applies to subdivisions within Irasville and Village Districts)</p> <p>Subdivision Regulations: Section 3.6 (G)(4) (applies to all subdivisions)</p> <p>Town Plan: Policy 8.F-8 (applies to all subdivision)</p>
2. Existing or planned pedestrian facilities (such as sidewalks/paths) service the proposed NDA. Planned facilities are identified in the municipal plan, official map, other planning document or the capital budget and program.		<p>Existing sidewalks and paths service the proposed NDA (see attached Irasville Sidewalk Map)</p> <p>Planned pedestrian facilities: Subdivision Regulations: Section 3.6 (D)(1) (applies to subdivisions within Irasville and Village Districts)</p> <p>Town Plan: Trails/Paths</p> <p>Town Plan: Policy 7.K-11 (applies to all districts)</p> <p>Town Plan: Policy 8.F-12 (applies to Irasville and Village Districts)</p> <p>Town Plan: Policy 8.F-13</p> <p>Town Plan: Land Use (Irasville Village District)</p>
3. Require sidewalks or pedestrian facilities for new development, both connecting to buildings on-site and to off-site pedestrian facilities.		<p>Zoning Bylaws: Section 5.03 (D)(a),(b) (applies to new development within Irasville and Village Districts)</p> <p>Town Plan: Policy 8.F-12 (applies to Irasville and Village Districts)</p>

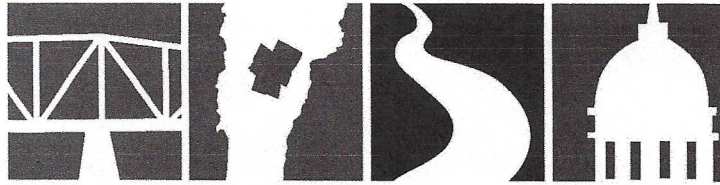
		<p>Planned pedestrian facilities: Subdivision Regulations: Section 3.6 (D)(1) (applies to subdivisions within Irasville and Village Districts)</p> <p>Town Plan: Policy 8.F-13</p>
<p>4. Have plans or regulations in place that address the need for bike facilities (such as bike paths and lanes or multi-use paths) where appropriate.</p>		<p>Town Plan: Policy 8.F-1 (applies to all new development)</p> <p>Town Plan Policy 8.F-4 (applies to all new development)</p> <p>Town Plan: Policy 8.F-12 (applies to Irasville and Village Districts)</p> <p>Town Plan: Land Use (Irasville Village District)</p> <p>Town Plan: Policy 12.E-7 (applies to Irasville and Village Districts)</p>
<p>5. Require street trees, lighting and green strips along streets for new developments.</p>		<p>Town Plan Policy 8.F-4 (applies to all new development)</p> <p>Zoning Bylaws: Section 5.03 (D)(7) (applies to all districts)</p> <p>Subdivision Regulations: Section 3.3 (J) (applies to all subdivisions)</p> <p>Town Plan: Land Use (Irasville Village District)</p>
<p>6. Require new streets to be as narrow as possible (such as having specifications for travel lanes that are 11 feet wide or narrower).</p>		<p>Subdivision Regulations: Section 3.6 Table 3.1 (applies to all districts)</p>
<p>7. Regulate and minimize (1,000 feet or less) the length of cul-de-sacs or blocks</p>		<p>Subdivision Regulations: Section 3.6 (B)(4)</p>
<p>8. Require utilities to be placed underground in new developments.</p>		<p>Subdivision Regulations: Section 3.8 (A)(1)</p> <p>Town Plan: Land Use (Irasville Village District)</p>

9. Minimize the required off-street parking spaces. (Requiring two or more off street parking spaces per residential unit is excessive.)		Zoning Bylaws: Section 3.09 Table 3.1 Town Plan: Land Use (Irasville Village District)
10. Allow for on-street parking.		Zoning Bylaws: Section 3.09 (A)(5) Town Plan: Land Use (Irasville Village District)
TOTAL SCORE (Min 8/10)		Number of YES responses (completed by DHCD staff)

Building and Lot Patterns Guidelines	Provision Adopted by Municipality?	
	Y/N	Cite and link to local plan, regulation, or policy. Note how regulations apply (e.g. all development, district-specific, site plan, and/or subdivision).
1. Allow for a mix of housing opportunities (multi-family, duplex, and single-family, etc.) throughout the NDA.		Zoning Bylaws: Table 2.03 (B)(C) (Irasville District) Zoning Bylaws: Table 2.02 (B)(C)(D) (Village Residential District)
2. Allow for small minimum lot sizes, requiring no more than ¼ acre per lot, or sizes similar to the existing small lot sizes in the area if less than ¼ acre.		Zoning Bylaws: Table 2.03 (D) (Irasville Village District) Zoning Bylaws: Table 2.02 (F) (Village Residential District)
3. Allow for the adaptive re-use of single family residential buildings to multi-family units		Zoning Bylaws: Section 3.03 (applies to all districts) Zoning Bylaws: Table 2.03 (B)(C) (Irasville District) Zoning Bylaws: Table 2.02 (B)(C)(D) (Village Residential District)
4. Allow for infill development by minimizing dimensional requirements (whether traditional: lot size, frontage, lot coverage, etc. or form based: building form standards, frontage type standards, etc.).		Zoning Bylaws: Table 2.03 (D) (Irasville Village District) Zoning Bylaws: Table 2.02 (F) (Village Residential District) Town Plan: Policy 12.E-4 (Irasville and Village Districts)

		Town Plan: Land Use (Irasville Village District)
5. Allow for building heights that enable diverse housing options (at least 3 functional floors).		Zoning Bylaws: Table 2.03 (D) (Irasville Village District) Zoning Bylaws: Table 2.02 (F) (Village Residential District)
6. Require traditional neighborhood design by minimizing building setbacks (conforming to existing building lines if appropriate) or establishing maximum setbacks to prevent new development from being disconnected from the street.		Zoning Bylaws: Table 2.03 (D)(E) (Irasville Village District) Zoning Bylaws: Table 2.02 (F)(G) (Village Residential District) Town Plan: Land Use (Irasville Village District)
7. Include provisions that ensure vehicles are not the dominant element facing a street, such as garages that are set back from the front wall of houses, multi-car parking or structured parking entrances that are setback or to the side or rear of buildings.		Zoning Bylaws: Table 2.03 (E)(2) (Irasville Village District) Zoning Bylaws: Table 2.02 (G)(3) (Village Residential District) Zoning Bylaws: Section 309 (A)(3) (all districts)
8. Building design and landscaping requirements for building and landscape design that create spaces for pedestrians, such as buildings and trees lining a sidewalk or a green surrounded by buildings.		Zoning Bylaws: Table 2.02 (G) (3) (Village Residential District) Zoning Bylaws: Table 2.03 (E) (2) (Irasville Village District)
9. Include provisions that encourage primary building facades to be oriented to the street (such as requiring primary entrances face the street).		Zoning Bylaws: Table 2.03 (E)(4) (Irasville Village District) Zoning Bylaws: Table 2.02 (G)(5) (Village Residential District)

10. Have provisions that minimize curb cuts and reduce their frequency, or other access management provisions that favor pedestrians.		Zoning Bylaws: Section 3.02 (C) (1) (applies to all districts)
TOTAL SCORE (Min 8/10)		Number of YES responses (completed by DHCD staff)



Central Vermont Regional Planning Commission

RESOLUTION

Whereas Title 24, VSA, Section §4350 requires that regional planning commissions, after public notice, shall review the planning process of member municipalities and shall so confirm when a municipality:

1. is engaged in a continuing planning process that, within a reasonable time, will result in a plan that is consistent with the goals contained in 24 V.S.A. § 4302;
2. is engaged in a process to implement its municipal plan, consistent with the program for implementation required under 24 V.S.A. § 4382; and
3. is maintaining its efforts to provide local funds for municipal and regional planning purposes;

Whereas as part of the consultation process, a regional planning commission shall consider whether a municipality has adopted a plan;

Whereas a regional planning commission shall review and approve plans of its member municipalities, when approval is requested and warranted, and a commission shall approve a plan if it finds that the plan:

1. is consistent with the goals established in 24 V.S.A. § 4302;
2. is compatible with its regional plan;
3. is compatible with approved plans of other municipalities in the region; and
4. contains all the elements included in 24 V.S.A. § 4382(a)(1)-(12);

Whereas the Town of Waitsfield prepared a municipal plan in accordance with 24 V.S.A Chapter 117;

Whereas the Central Vermont Regional Planning Commission concluded that the *Waitsfield Town Plan* meets the requirements for approval; now, therefore, be it

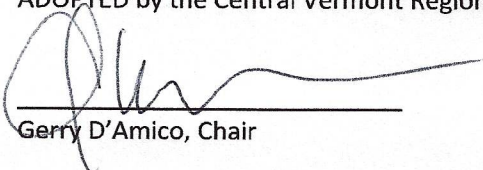
Resolved, that the Central Vermont Regional Planning Commission:

1. approves the *Waitsfield Town Plan* adopted October 9, 2023; and
2. consulted with and confirms the planning process of the Town of Waitsfield.

Under 24 V.S.A. § 4350, when an adopted municipal plan expires, its approval and confirmation of the municipality's planning process also expire. Recommendations made by the Central Vermont Regional Planning Commission are attached and should be considered when developing the next municipal plan.

A municipality that has adopted a plan may define and regulate land development in any manner that the municipality establishes in its bylaws, provided those bylaws are in conformance with the plan and are adopted for the purposes set forth in 24 V.S.A. § 4302.

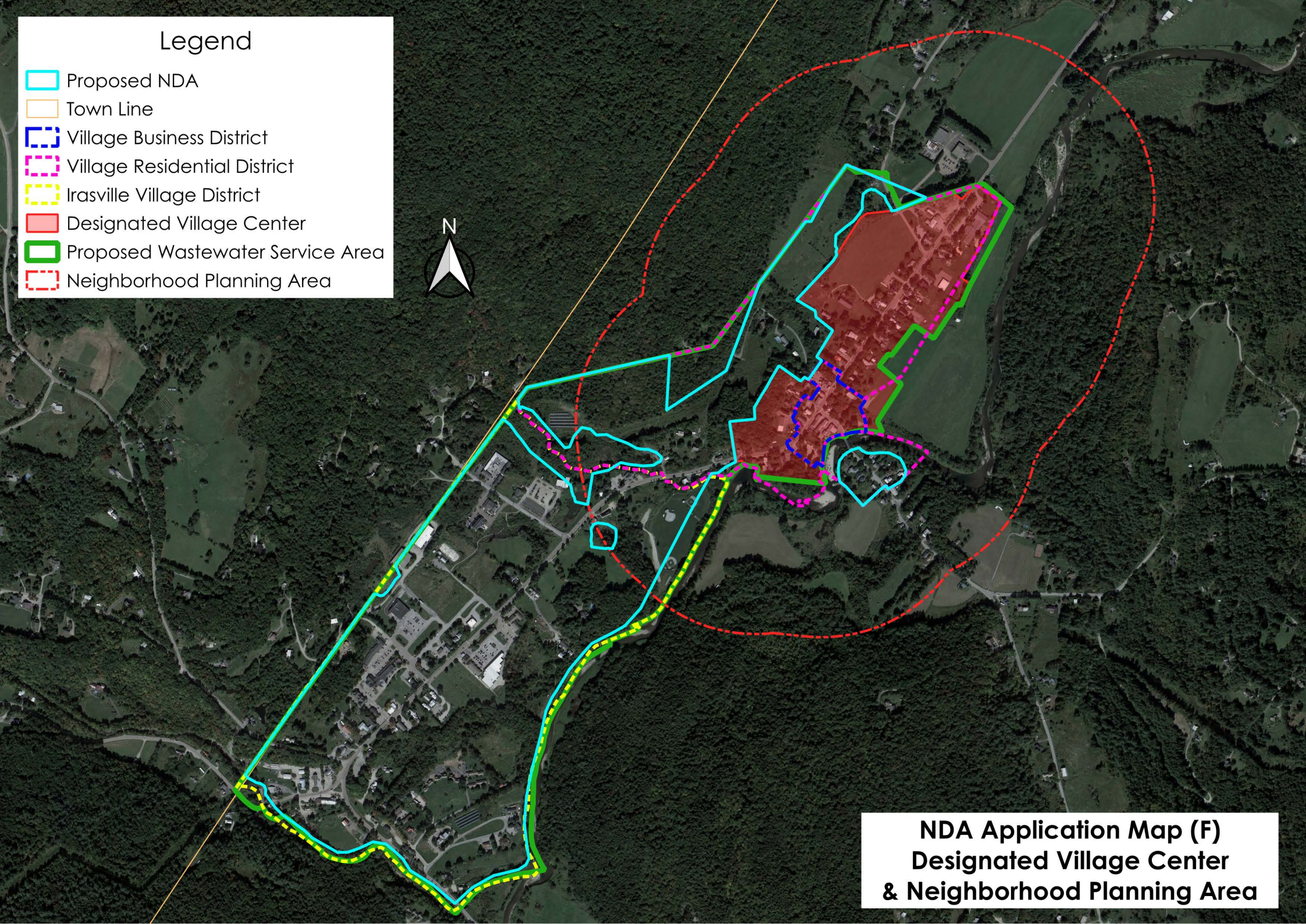
ADOPTED by the Central Vermont Regional Planning Commission on December 12, 2023.


Gerry D'Amico, Chair

29 Main Street Suite 4 Montpelier Vermont 05602
802-229-0389 E Mail: CVRPC@CVRegion.com

Legend

- Proposed NDA
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Designated Village Center
- Proposed Wastewater Service Area
- Neighborhood Planning Area



**NDA Application Map (F)
Designated Village Center
& Neighborhood Planning Area**

Legend

- Proposed NDA
- Wastewater Service Preferred Alignment
- Sidewalks
- Multi-Use Trails
- Existing Roads
- Town Line
- Building Footprints
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center
- Neighborhood Planning Area



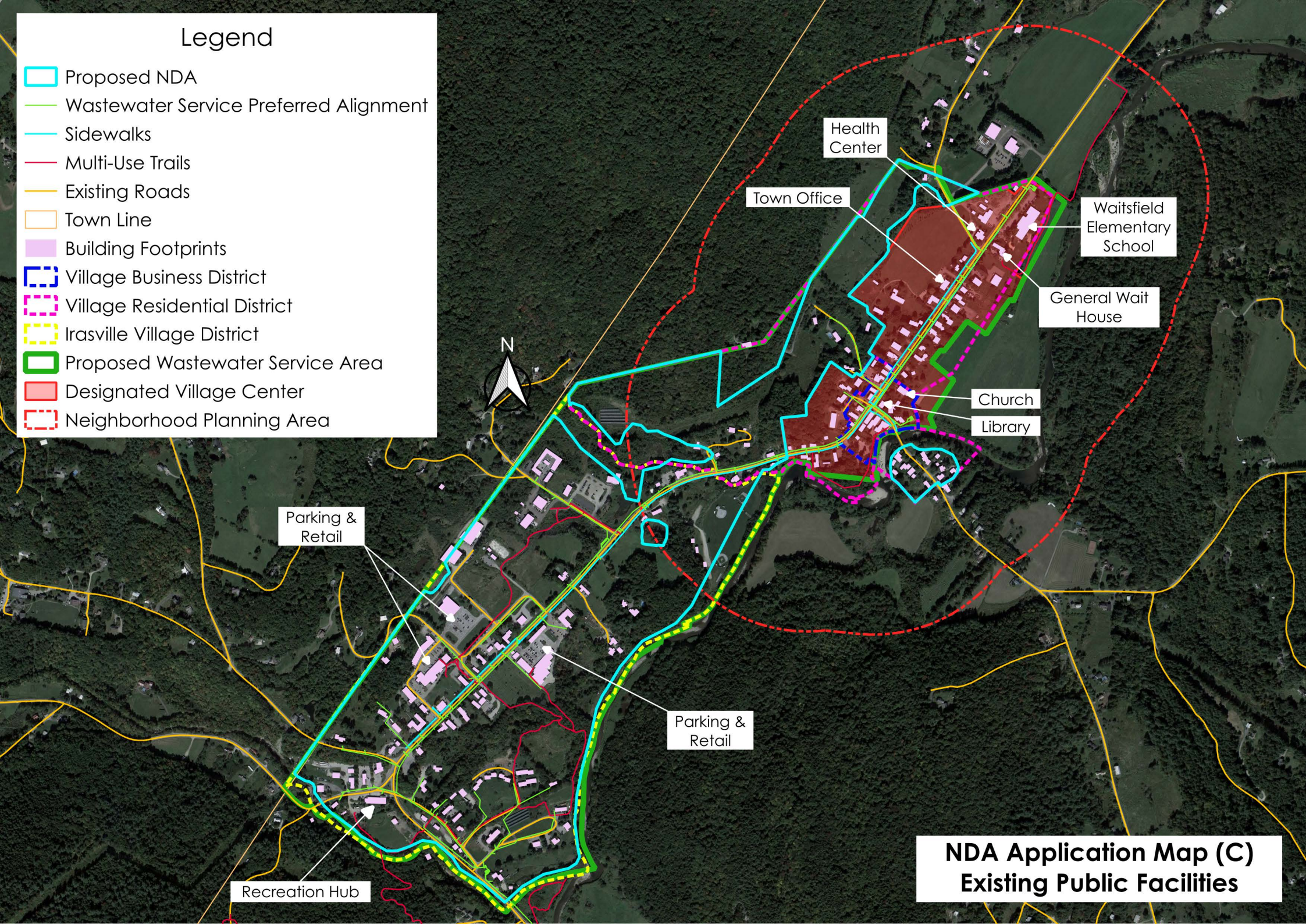
Health Center
Town Office
Waitsfield Elementary School
General Wait House
Church
Library

Parking & Retail

Parking & Retail

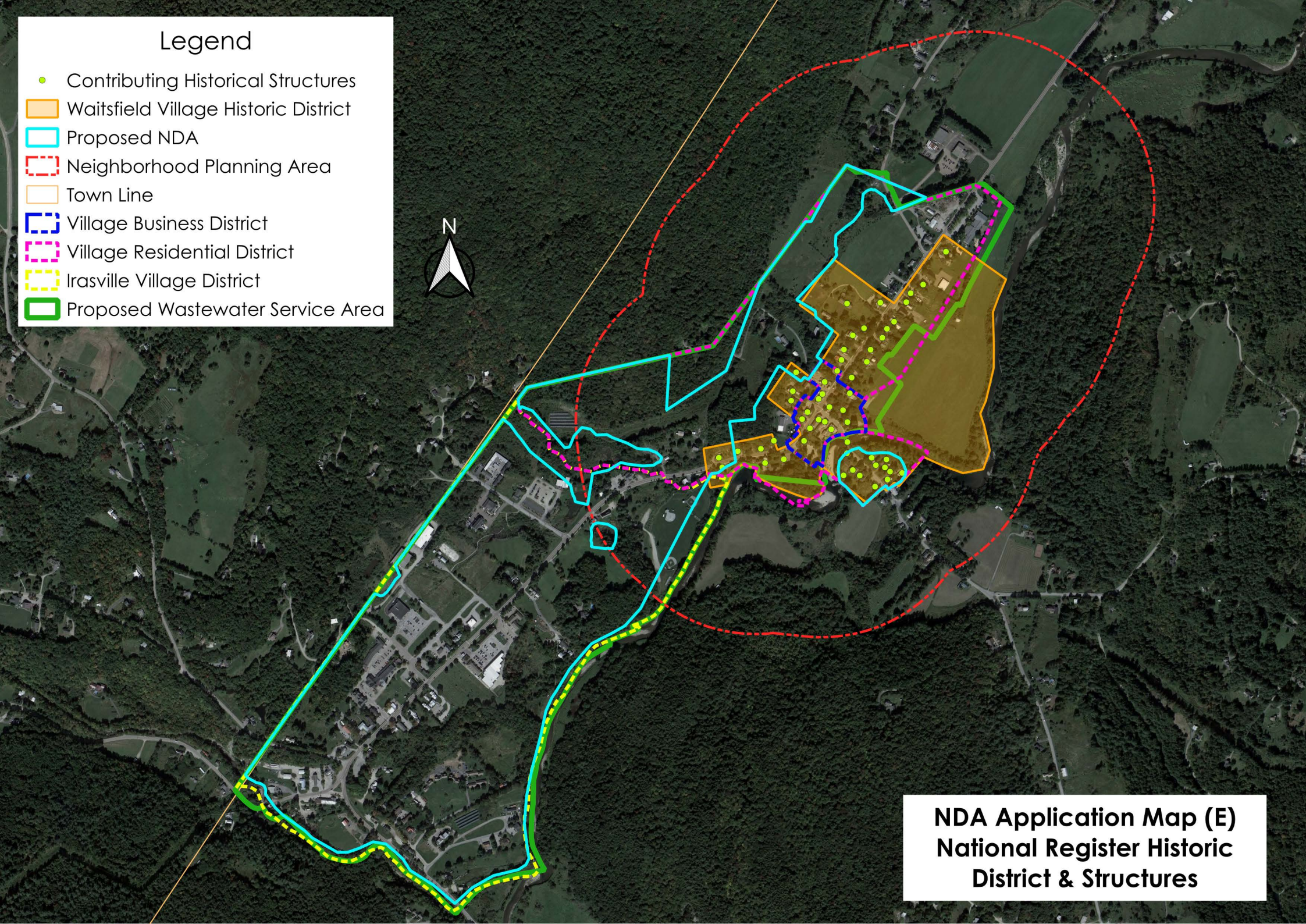
Recreation Hub

**NDA Application Map (C)
Existing Public Facilities**



Legend

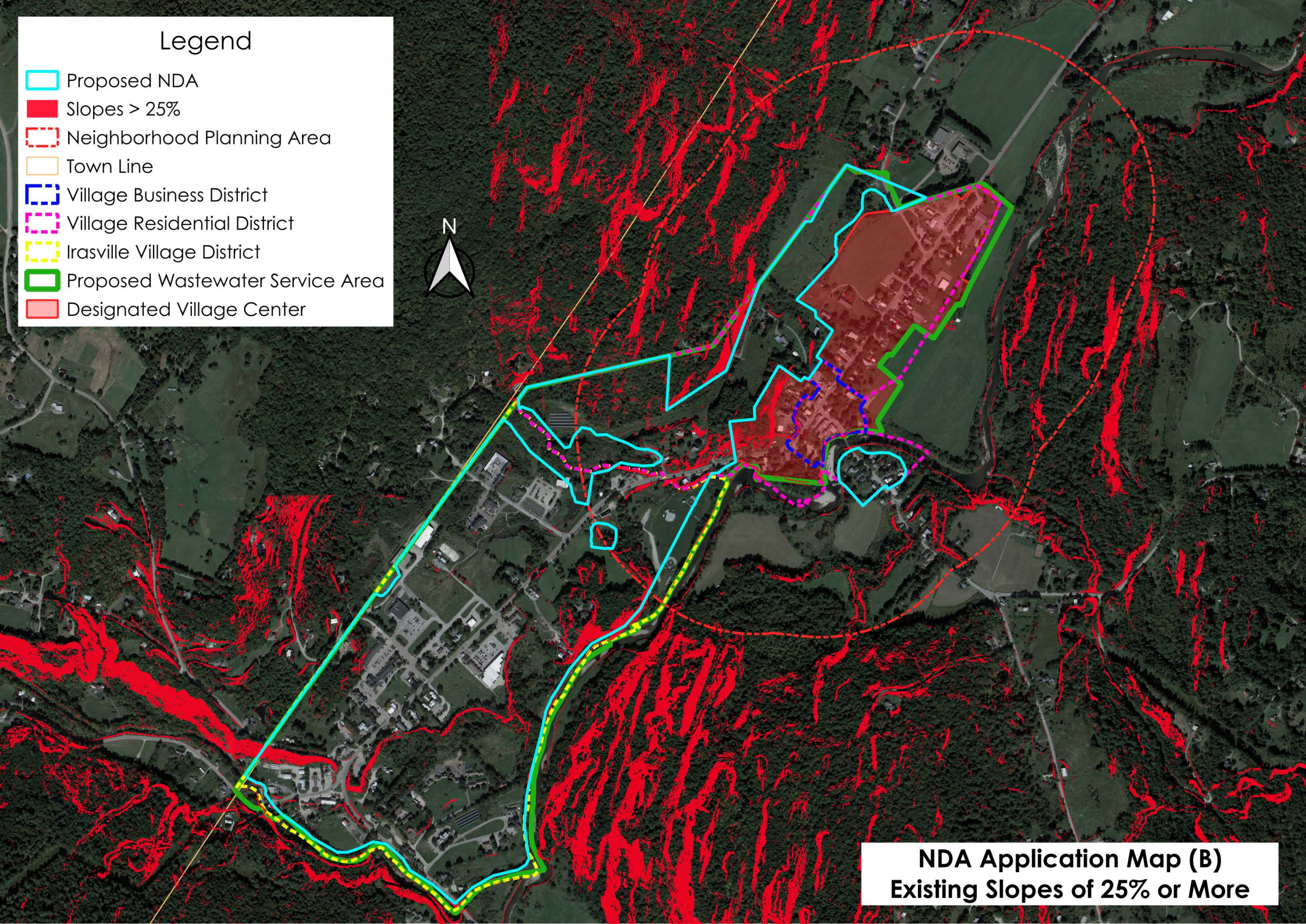
- Contributing Historical Structures
- Waitsfield Village Historic District
- Proposed NDA
- ⋯ Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area



**NDA Application Map (E)
National Register Historic
District & Structures**

Legend

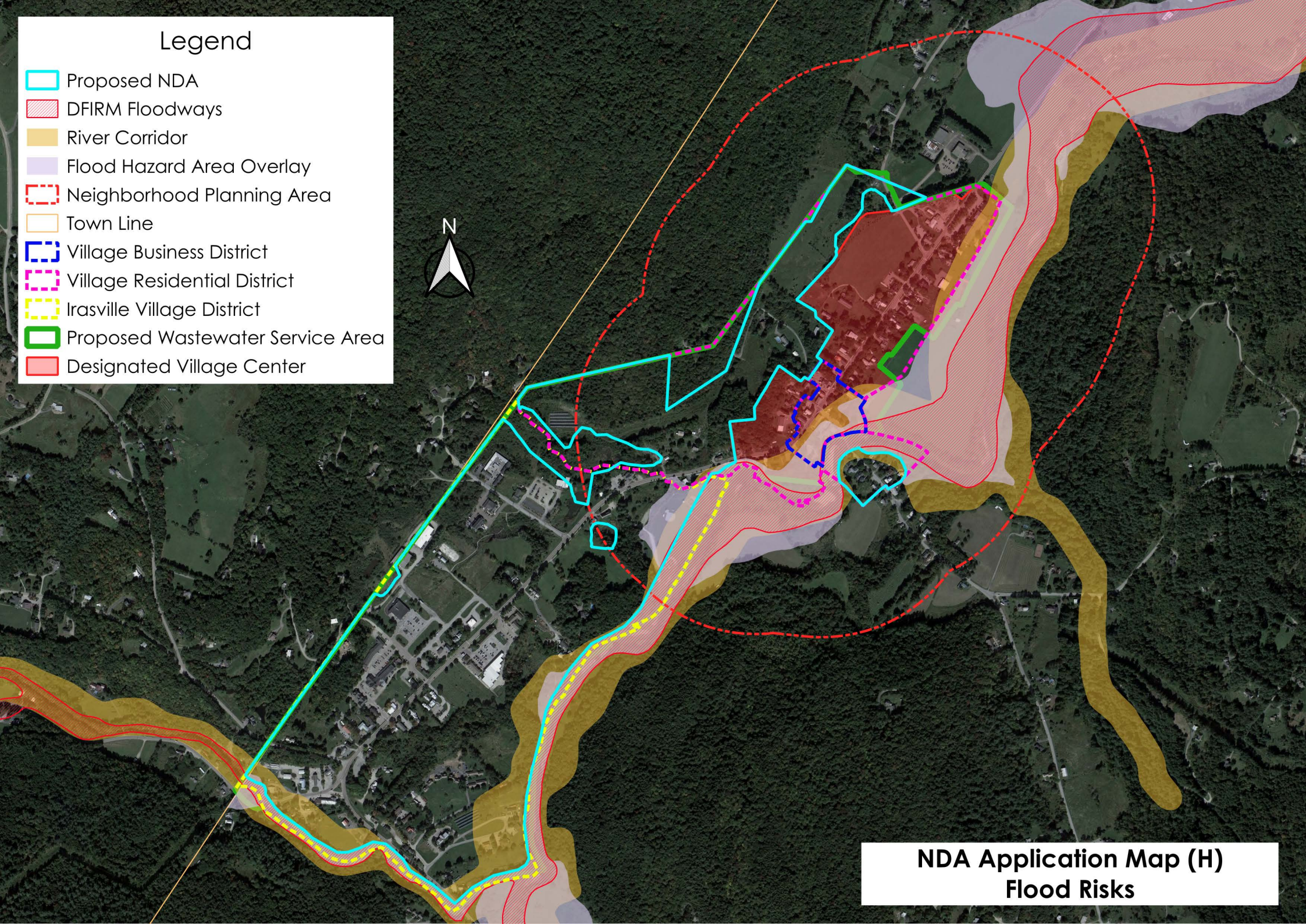
- Proposed NDA
- Slopes > 25%
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center



**NDA Application Map (B)
Existing Slopes of 25% or More**

Legend

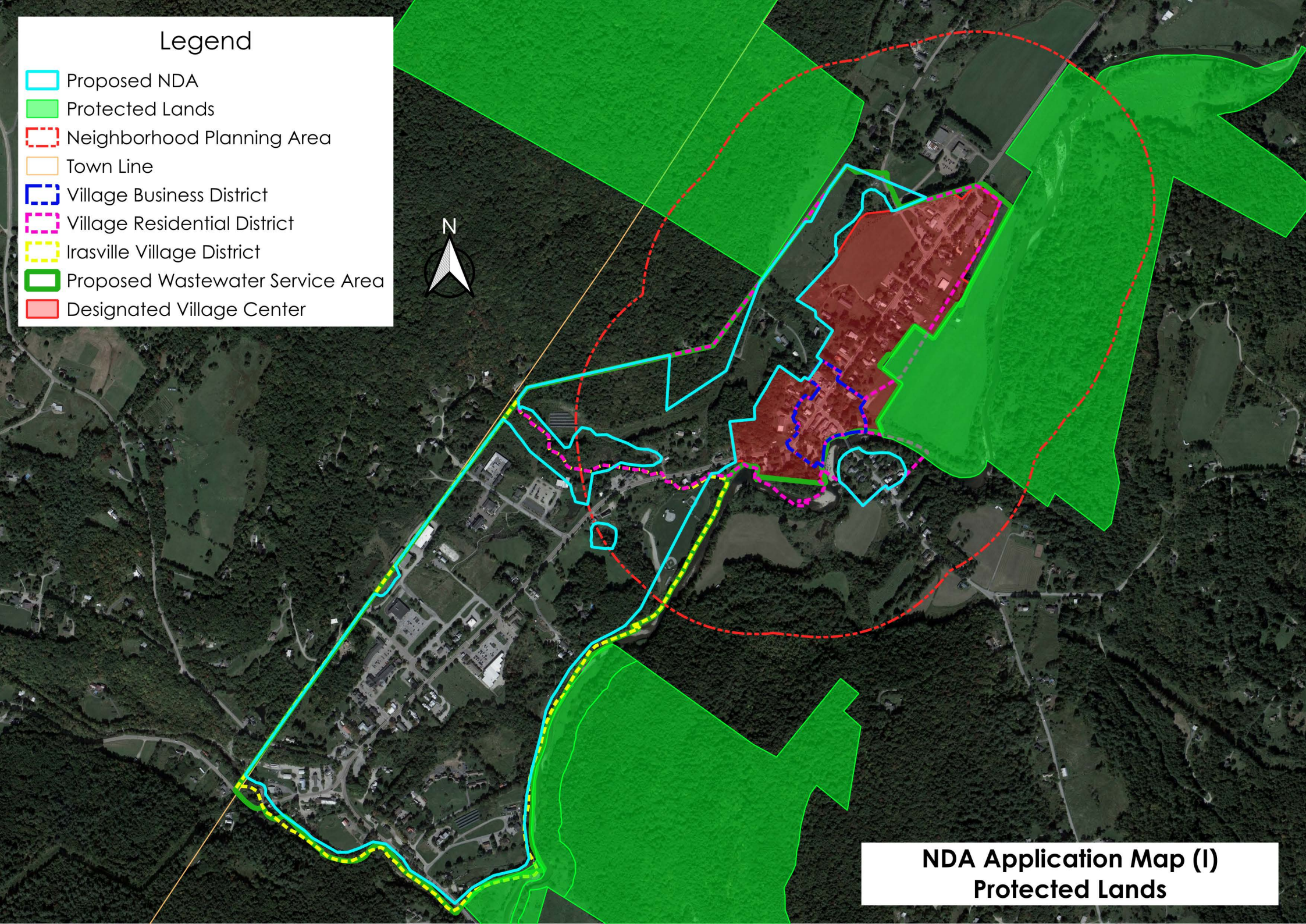
- Proposed NDA
- DFIRM Floodways
- River Corridor
- Flood Hazard Area Overlay
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center



**NDA Application Map (H)
Flood Risks**

Legend

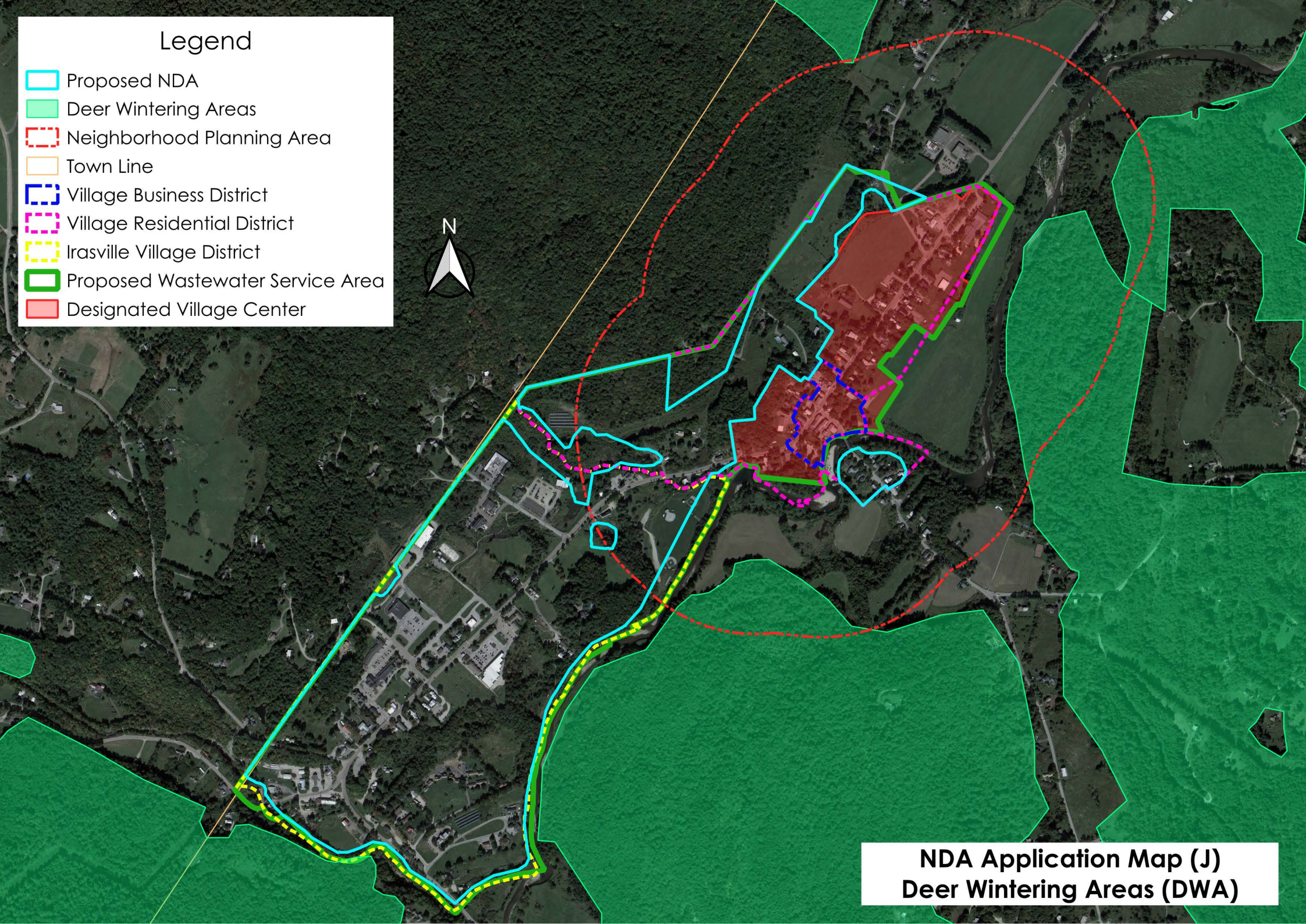
- Proposed NDA
- Protected Lands
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center



**NDA Application Map (I)
Protected Lands**

Legend

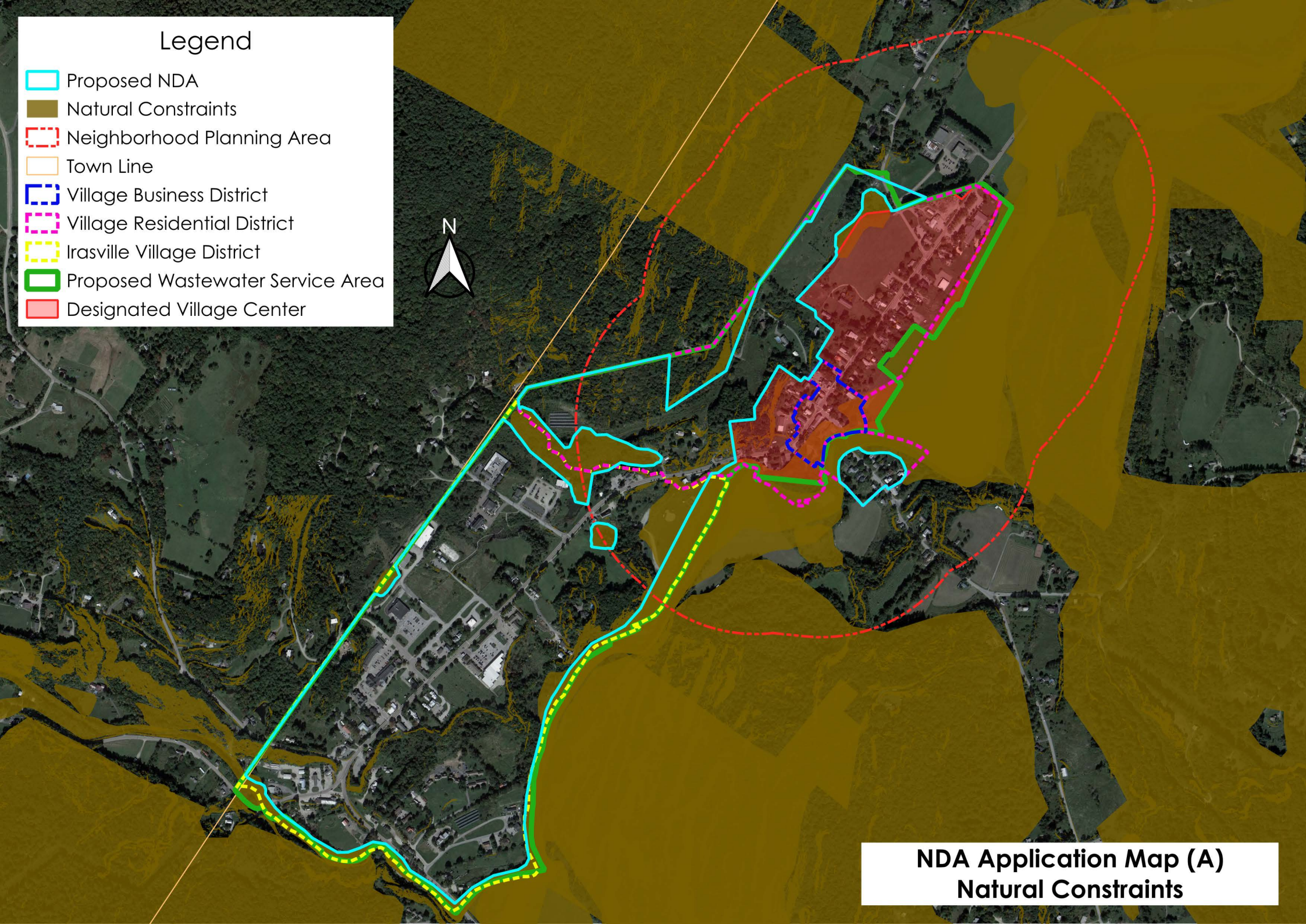
- Proposed NDA
- Deer Wintering Areas
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center



**NDA Application Map (J)
Deer Wintering Areas (DWA)**

Legend

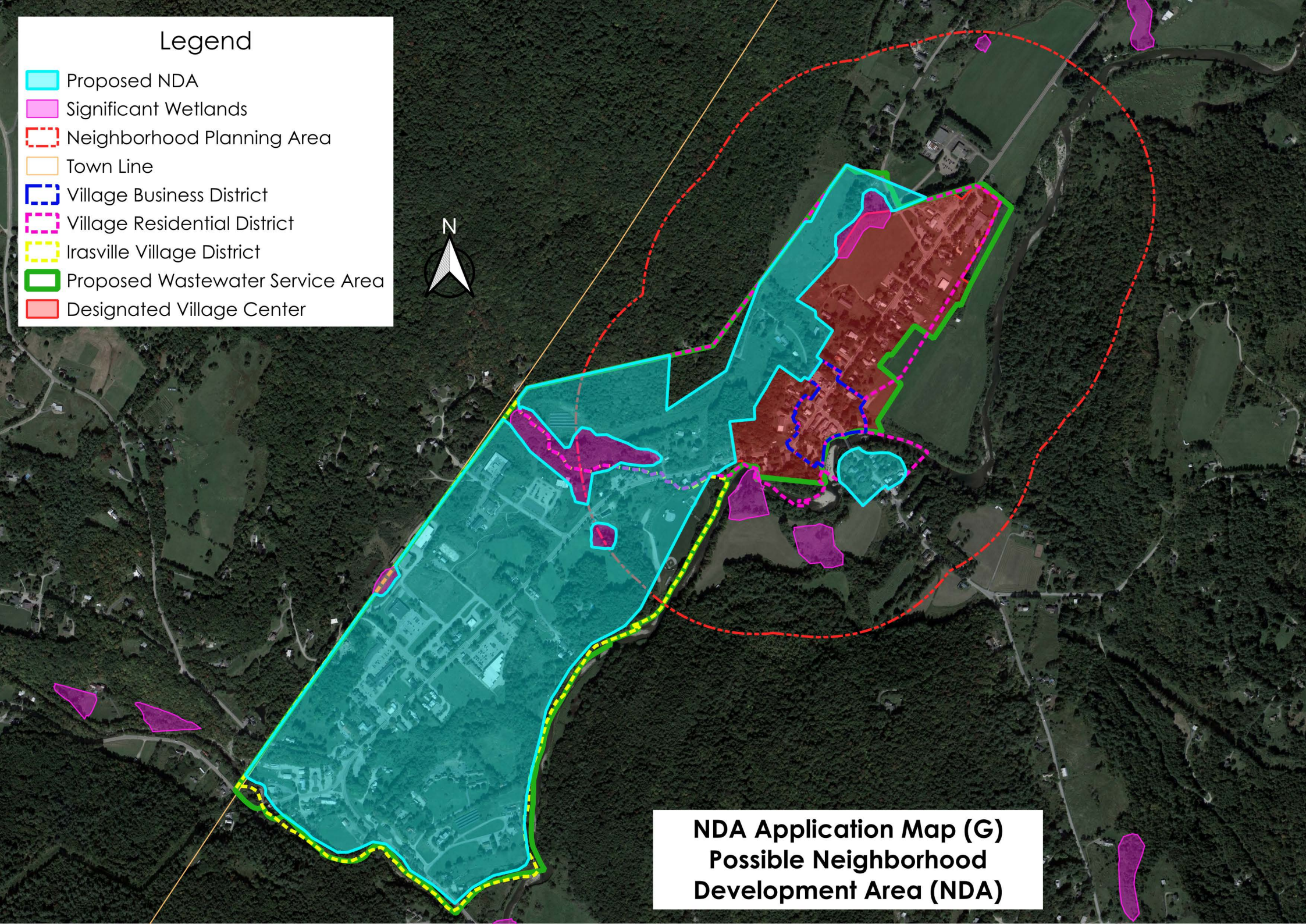
- Proposed NDA
- Natural Constraints
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center



**NDA Application Map (A)
Natural Constraints**

Legend

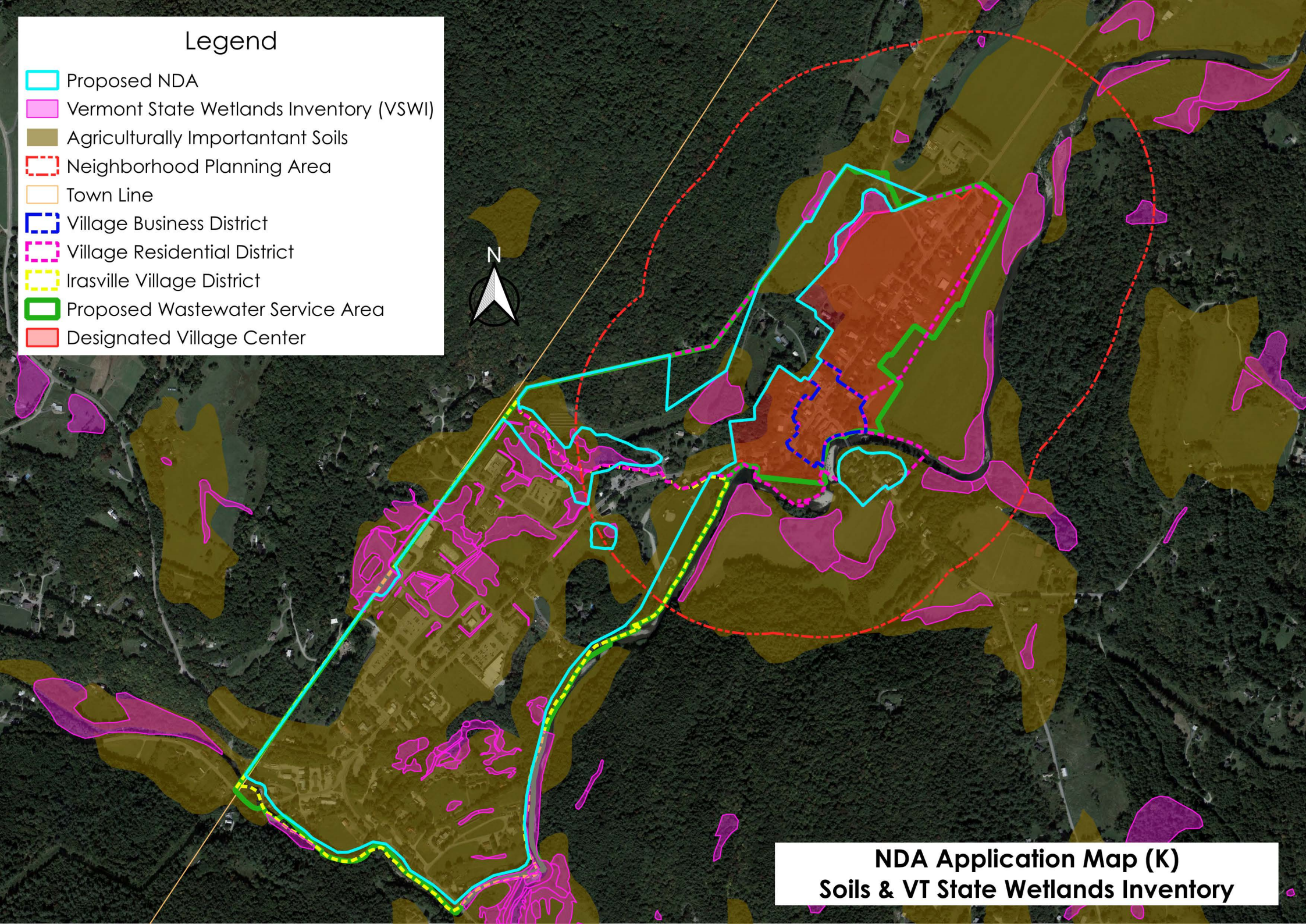
- Proposed NDA
- Significant Wetlands
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center



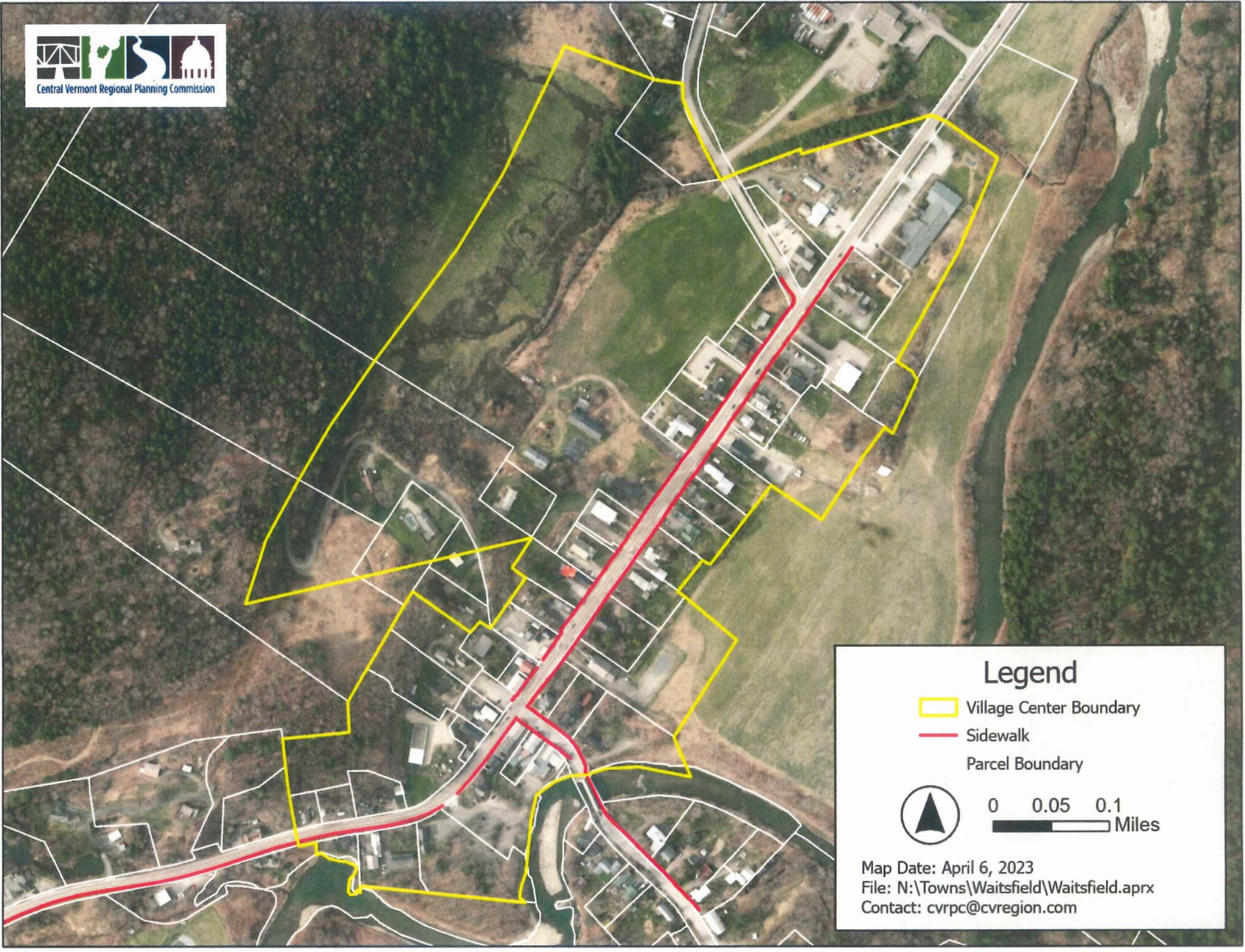
**NDA Application Map (G)
Possible Neighborhood
Development Area (NDA)**

Legend




- Proposed NDA
- Vermont State Wetlands Inventory (VSWI)
- Agriculturally Important Soils
- Neighborhood Planning Area
- Town Line
- Village Business District
- Village Residential District
- Irasville Village District
- Proposed Wastewater Service Area
- Designated Village Center





**NDA Application Map (K)
Soils & VT State Wetlands Inventory**



Legend

-  Village Center Boundary
-  Sidewalk
-  Parcel Boundary

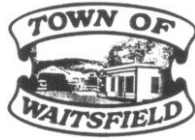
  0 0.05 0.1 Miles

Map Date: April 6, 2023
File: N:\Towns\Waitsfield\Waitsfield.aprx
Contact: cvrpc@cvregion.com

Milestones

Bond Vote
11/5/24





TOWN OF WAITSFIELD VILLAGE WATER & WASTEWATER PROJECT

2024 FUNDING LANDSCAPE

Clean Water State Revolving Fund (CWSRF) Project Priority List (PPL) for Intended Use Plan (IUP)

- <https://dec.vermont.gov/water-investment/water-financing/srf/priority-list>
- <https://dec.vermont.gov/water-investment/water-financing/srf/intended-use-plans>
- To obtain funding for all construction (Step III) work and certain CWSRF final design activities (Step 2), a project must be included on the CWSRF Project Priority List and FFY24/SFY25 CWSRF IUP.
- Timing
 - PPL deadline 1.16.24. Annual reapplication required for each funding cycle.
 - It is anticipated that the draft FFY24/SFY25 CWSRF PPL will be posted in March 2024 as part of the draft IUP.
- Key Contacts
 - Tom Brown, DEC Water Investment Division, Financial Management & Loan Section, Engineering Planning Advance Project Lead
 - Lynnette Claudon, DEC Water Investment Division, Engineering Section, Engineering Planning Advance Project Lead
- Status
 - Waitsfield's PPL application was submitted on 1.12.24.

CWSRF Step 2 Design Subsidy

- <https://dec.vermont.gov/water-investment/water-financing/srf/srfstep2>
- The Final Design phase, referred to as Step 2, where a project is developed from the conceptual stages (Step 1) to a point where the project is permitted and ready to be put out to bid (Step 3). The focus of final design is the creation of final design plans, technical specifications, and contract documents as well as the permit approvals and eligibility determinations.
- Timing
 - Design funding application become available in late June/early July (beginning of fiscal year)
- Key Contacts
 - Tom Brown, DEC Water Investment Division, Financial Management & Loan Section, Engineering Planning Advance Project Lead
 - Lynnette Claudon, DEC Water Investment Division, Engineering Section, Engineering Planning Advance Project Lead
- Status
 - CWSRF Step 2 funding for 30% Final Design, consisting of \$153,674 in CWSRF subsidy, was finalized on 1.12.24. Total CWSRF subsidy received to date: \$353,092.

VT Pollution Control Grants

- <https://dec.vermont.gov/water-investment/water-financing/vt-pollution-control-grants>
- Grants amounts are established through a set of public health, environmental, and affordability-based criteria that are used to determine state grant funding up to a maximum of 35% of eligible cost. The funding source for these grants is appropriated at the discretion of the legislature and cannot be guaranteed by the program. If sufficient state capital funds cannot be secured to meet full grant eligibility, other funds may be provided to offset the shortfall in grant dollars, such as a CWSRF loan. The PC Grant budget for SFY24 was \$8M, as listed in the Draft FFY23/SFY24 CWSRF IUP.
- Key Contact
 - Lynnette Claudon, DEC Water Investment Division, Engineering Section, Engineering Planning Advance Project Lead

State ARPA Village Wastewater and Drinking Water Initiative

- <https://anr.vermont.gov/special-topics/arpa-vermont/village-water-wastewater-initiative>
- \$36.2 million in ARPA funding was appropriated to help municipalities develop new public drinking water systems and community wastewater disposal systems in villages lacking such critical infrastructure is lacking. These ARPA funds are intended to compliment other funding sources (such as State Revolving Loan Funds, USDA -Rural Development support, other grants and/or locally available funding) to achieve affordability. The award list is included in the FFY24/SFY25 CWSRF IUP. Village ARPA grants require certain deliverable milestones and eligibility requirements. If a town is not able to meet the grant milestone or deliverable, or if there are not enough eligible costs demonstrated by the town in their Village ARPA agreement Project Cost Summary, then differential award funds will be rescinded and reallocated to Towns according to the IUP in what is being called “trickle down” funds. If trickle down funds become available, projects on the PPL in the fundable range will be contacted for a Project Cost Summary for a formal line by line eligibility determination of project elements.
- Timing
 - Positive Bond Vote: Summer/Fall 2024
 - Obligation of Funds: 12.31.24
 - Expenditure of all funds: 12.31.26
- Key Contact
 - Emily Hackett, DEC Water Investment Division, Engineering Section, Environmental Engineer
- Status
 - Waitsfield is included in the “Waiting Town List,” which may make it eligible for any remaining “trickle down” funds.

USDA Rural Development

- Water & Waste Disposal Grants and Direct Loans for infrastructure in rural communities. Various potential funding options.
- <https://www.rd.usda.gov/programs-services/water-environmental-programs>
- Timing
 - Application: 4.12.24
- Key Contacts
 - Sarah Waring, VT & NH State Director
 - Misty Sinsigalli, Area Director
 - Eric Law, Community Programs Director
 - Jon Harries, State Engineer
- Status
 - Based the Waitsfield project’s MHI and other criteria, it appears to meet the eligibility criteria for 75% Water & Waste Disposal Grants and Direct Loans at the current rate of 2.25% @ 30 years.

Congressionally-Directed Spending (CDS)

- Senator Sanders
 - <https://www.sanders.senate.gov/congressional-directed-spending-requests/>
 - Timing
 - Application portal opens early February; inclusion on Sanders’s list by early May;
 - Key Contact
 - Haley Pero, Office of U.S. Senator Bernie Sanders Outreach Director
 - Status
 - Sen. Sanders included \$10.4 million for Waitsfield’s project as part of his 2024 Interior & Environment Subcommittee Congressionally Directed Spending request, which ultimately didn’t receive approval by the Senate Appropriations Committee. Encouraged to reapply for the 2025 round.
- Senator Welch
 - <https://www.welch.senate.gov/congressional-directed-spending-requests/>

- Timing
 - Survey response due mid-March
- Representative Balint
 - <https://balint.house.gov>
 - Timing
 - Community Project Funding (CPF) Appropriations Request Form due early March.

Central VT 2024 Regional Project Priority List

- <https://www.centralvermont.org/regional-project-priority-list>
- Central VT Economic Development Corporation (CVEDC) / Central VT Regional Planning Commission (CVRPC) joint effort to rank and score projects which contribute to economic development in the region. Ranking is part of NBRC Catalyst Grant scoring criteria.
- Timing
 - Application: Nov. 2023
- Key Contacts
 - Melissa Bounty, CVEDC Executive Director
 - Christian Meyer, CVRPC Executive Director
- Status
 - Waitsfield Community Wastewater Project was not selected for the 2024 priority list. Can re-apply for the 2025 list, with deadline likely in Nov. 2024.

Northern Borders Regional Commission (NBRC), Catalyst Program

- <https://www.nbrc.gov/content/Catalyst>
- Federal appropriations in support economic development and infrastructure that align with NBRC's 5-Year Strategic Plan. Projects can't be more than 80% federal funded. One awardee per County. Award ceiling: \$1/\$3 million. Scoring criteria includes Regional Project Priority List.
- Timing
 - Pre-Application due 3.15.24.
 - If invited to apply, full application due 5.3.24
- Key Contact
 - Kristie Farnham, NBRC VT Program Manager
- Status
 - Due to lack of inclusion in the Central VT 2024 Regional Project Priority List, recommend not seeking consideration this year.