



WAITSFIELD PLANNING COMMISSION AGENDA

March 18, 2025 at 7:00 p.m.

Planning Commission
Beth Cook
Robert Cook
Emma Hanson
AnnMarie Harmon, Vice-
Chair
Becca Newhall
Alice Peal
Jonathan Ursprung, Chair

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
York Haverkamp

Town Clerk
Jennifer Peterson

Town Treasurer
Steve Lewis

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

1. **CALL TO ORDER / ROLL CALL**
2. **REVISIONS TO AGENDA, IF ANY (5 +/- min)**
3. **PUBLIC FORUM (10 +/- min)**
4. **APPROVAL OF MINUTES – FEBRUARY 18 (10 +/- min)**
5. **CVRPC UPDATE (20 +/- min) Brian Voigt**
6. **VILLAGE MASTER PLANNING (50 +/- min) AnnMarie/Jonathan/JB**
7. **WASTEWATER PLANNING PROJECT UPDATE (15 +/- min) JB/Bob**
8. **OTHER BUSINESS (10+/-min)**
9. **ADJOURNMENT**

**Waitsfield Planning and Zoning Administrators Report
Planning Commission February 18, 2025 meeting**

5. CVRPC Update

Brian Voigt will be in attendance to provide updates from the Central Vermont Planning Commission (CVRPC).

6. Village Master Planning

The VMPSA met on February 25th to review updated conceptual designs and discuss plans for the community event to be held on March 19th at the Village Meeting House in Waitsfield. A recording link to the meeting can be found [here](#). The materials from that meeting are included in the packet. They are draft materials for discussion.

In addition to the materials referenced above, the open house will include information about wetlands in the introductory material. Information will show the map of wetlands; define high/low wetland functions and values; share key takeaways from 2021 Arrowwood study; describe overall regional planning goal of focusing infill development in flood-safe village area and limiting development in undeveloped areas of the valley; lay out proposed follow up steps following the completion of the plan: hydrologic study for Irasville, and regional study for upstream wetlands enhancement and flood mitigation. On the scenario maps, Alex will highlight the higher-function wetlands to emphasize that our goal is to conserve/enhance them.

The focus will be on draft conceptual designs, with some 3D renderings. Attendees will be asked their opinions on the various buildouts and provide feedback on different aspects and topics.

All commissioners are encouraged to attend the community event on March 19th. The event will be open house style, with attendance from 4-7pm. There will be two childcare staff on hand from Neck of the Woods. Refreshments along with pizza and salad will be provided.

The project website can be found [here](#). And is linked off the Town webpage [here](#).

7. Wastewater Planning Project Update

The project team continues to review updated design plans from Dubois & King. The RFP for the pre-treatment system has gone out for bidding. Final designs for the pump stations at the church site and Fiddlers Green are still being sited.

Joshua Schwartz has drafted and submitted the pre-application for the Northern Borders Regional Commission (NBRC). The NBRC award is a maximum of \$1 million. The project team also submitted the pre-application for the Vermont Community Development Program (VCDP) Implementation grant for up to \$1 million. The team will be putting together an application for 2025 congressionally-directed spending through the office of Senator Welch next week.

Once updated and complete, the PZA will include the revised funding stack for the project.

As of 1/16//25, the Town website page for the project has been updated and can be found [here](#).

10. Other Business

Jonathan may have an update on the MRVPD.

The Groundwater Protection Overlay District, passed at last meeting by the PC, will have its Selectboard public hearing in May once Brian Shupe is available.

The PZA would like to update the commission on the field trip to St. Albans on 3/13. Josh, York and myself met with their Director of Planning and City Manager for three hours for what was an eye-opening discussion.

Upcoming trainings/webinars:

Grants & Funding Chat:

This chat is a bi-monthly series to help members learn about specific funding opportunities as well as ways to make their funding applications competitive – and the advance work that is required when using someone else’s money.

Each meeting focuses on a different topic. After an eye-opening 15-minute presentation on the day’s topic, the format transitions to a participant Q&A, where attendees can ask questions of the presenter and each other. Bring your questions, share your challenges, and learn from other communities.

This series is presented by Bonnie Waninger, the Project & Funding Specialist on VLCT’s Municipal Operations Support Team.

Registration Information

Register once and attend all sessions! Once you register, your link to join will be the same for every 2025 Grants & Funding Chat. Zoom will send you an email with the link to join ahead of each chat.

Future Dates and Topics

Tuesday, May 13, 2025 – Housing*

Tuesday, July 8, 2025 – Transportation*

Wednesday, November 12, 2025 – Community Economic Development

* These two might switch dates due to timing of the legislative session.

Presenter

Bonnie Waninger, Project & Funding Specialist, VLCT

Website [here](#). Registration for February topic not available as of yet

Mad River Valley Wastewater Workshop:

Date: Spring 2025

Location: TBD

The Friends of the Mad River, Central Vermont Regional Planning Commission and Department of Environmental Conservation are partnering to offer a Wastewater Workshop in the Mad River Valley in the Spring 2025. Discover how onsite wastewater treatment (septic) systems work and the various kinds of systems installed in Vermont. Learn why newer systems are no longer the septic systems of the past. Understand the regulatory framework for on-site wastewater systems and potable water supplies. Develop an understanding of how to maintain your onsite wastewater system to keep it functional in the years to come.

The Future of VT Land Use Regulation

In this webinar, we will provide the audience with an understanding of H. 687 (Act 181) and how it affects the state, municipal and regional planning commission processes. From the Act 250 perspective, this workshop will provide an overview of the changes to the law, and then focus on the “nuts and bolts” of the interim exemptions that provide an on ramp to the “tiered” system of land use review. The Agency of Commerce and Community Development will discuss the incentive programs of the new Community Investment Board, and the RPC representative will discuss their roles in plan and map development for the new tiered system and designated areas.

Presenters:

Peter Gill

Jacob Hemmerick

Charlie Baker or Catherine Dimitruk

Repeat sessions of this webinar will be offered on the following two dates:

Thursday 3/27/25 2:00pm - 3:00pm [Register](#)

Vermont's Land Conservation: Where do we go from here?

Vermont has an incredible track record of protecting land for people and nature. Using the Conserved Lands Inventory developed by Vermont Housing & Conservation Board as part of Vermont's 30x30 effort, we reflect on the distribution of permanently conserved lands around the state, and how those lands intersect our most ecologically important places seen in Vermont Conservation Design. By looking at these past patterns, we can celebrate the work by federal, state, town, and NGOs. We can also reflect on the types of lands and parts of the state that have been historically under-represented in our land conservation investments, and prioritize future places to work for both people and nature. Join us for this exciting webinar to learn how your town's efforts can contribute to making our conserved lands more diverse, equitable, and ecologically impactful.

Presenters:

Robert Zaino, Ecologist

Jens Hilke, Conservation Planner

Repeat sessions of this webinar will be offered on the following two dates:

Tuesday, April 8th 2025 10:00a.m. - 11:00a.m. [Register](#)

Seeing Success through Conservation Stories.

How can Conservation Commissions across Vermont effectively collaborate over long distances of space and time? By sharing stories of successes, challenges faced, and lessons learned, conservation minded committees across the state can learn from each other's experiences, and stand on each other's shoulders. Please join us as we celebrate moments of success both large and small by Conservation Commissions from all over Vermont. We will glean lessons, highlight best practices, and together take a step forward towards building a more robust sense of statewide communication, collaboration, and institutional memory so that Vermonters from all corners of the state can contribute their energies to solving local challenges while simultaneously supporting their like-minded peers.

Presenters:

David Moroney
Jens Hilke

Repeat sessions of this webinar will be offered on the following two dates:

Wednesday May 7th, 2025 11:00 a.m. - 12:00 p.m. [Register](#)

Respectfully submitted,
J.B. Weir

TOWN OF WAITSFIELD, VERMONT
Planning Commission Meeting Minutes
Tuesday, February 18, 2025

Draft

Members Present: Beth Cook, Bob Cook, Emma Hanson, AnnMarie Harmon, Becca Newhall, Alice Peal, Jonathan Ursprung

Members Absent:

Staff Present: York Haverkamp, Town Administrator; JB Weir, Planning and Zoning Administrator

Others Present:

II. Regular Business

1. Call to Order

The meeting was called to order at 7:03 pm by Jonathan Ursprung. 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 changes were made to the agenda.

3. Public Forum

Nobody requested an opportunity to comment.

4. Groundwater Protection Overlay District Public Hearing

There were no attendees for the Public Hearing, which Jonathan called to order at this point in the meeting. Alice provided some background information on Act 250 proceedings and the preferred use of propane over diesel for water protection purposes. JB explained that consultation with the Town's attorney indicated that nothing should be included that would potentially conflict with the State's Forestry AMPs.

It was agreed to keep the hearing open until the end of the meeting, to allow for comments if any others joined the meeting.

5. Approval of Minutes

The Minutes of January 21, 2025 were approved.

6. CVRPC/Other Update

Alice provided the following updates:

- Meadow Road bridge – she continues to work with Keith Cubbon on seeking funding for the engineering work to be completed; they are prepared to pivot to state-level funding if necessary due to the federal freeze on many funding sources. The lower weight limit for the bridge has been posted. It was acknowledged that the cost may increase as materials become more expensive, including impacts of tariffs being imposed.
- Flood Ready webinar – Alice recommended watching a recording regarding a UVM study identifying flood plains and areas for restoration, with a presentation by Rebecca Deihl outlining strategies for reconnection of floodplains

- Flood Ready third Thursday drop-in sessions are helpful, as well
- Couples Field – Alice confirmed for AnnMarie that this area is a floodplain, and has adjacent wetlands as well
- Regional Plan – work on the Energy chapter first draft is completed, siting of renewables has been considered; it is possible that utilities/developers will be able to override local Plan outlines of where/where not to site infrastructure. The housing studies/projected numbers and Energy Plan information may need an amendment in coming years.
- Future Land Use Plan – work at the regional level is beginning on this topic; a housing study has been completed and a survey is being developed by CVRPC
- Climate Action Plan – the initial draft of this Plan is in progress

7. Village Master Planning

The Steering Committee meeting scheduled for this week had been cancelled, but one is scheduled for next week so that things may be reviewed before the public meeting in March.

AnnMarie reported on some information she had learned about the swimming pool recently constructed in St. Albans, noting that the population there is about the same as the MRV towns, that the pool is covered in winter by an inflatable roof, and that it is intended to operate the pool with user fees as income, with LOT revenue as a backup. There was additional discussion of recent development in St. Albans, with JB noting that he and others are planning to visit the city in the near future.

Child care logistics and food to be provided at the public meeting were discussed. It was agreed to send information about the meeting home through the elementary schools.

It was confirmed that the format of this gathering will be an open house, with interested people able to come at their convenience.

8. Wastewater Planning Project Update

JB highlighted some of the funding information he had included in the meeting packet, noting that the Northern Borders program had just announced that applications are again open and that Lynette Claudon will once again be the Town's contact at DEC; she will have some additional funding information in the coming days. JB also noted that pre-selection bids for advanced treatment systems are going out from Dubois & King, and that related restrictions at the Village Meeting Place/Church site are being discussed with Wrenn Compare.

9. Other Business

It was agreed that PC members would plan to either attend or watch the recording of the upcoming Master Planning Steering Committee meeting and provide feedback to Committee members in advance of March's public meeting on the project.

The PC will not meet on March 4, Town Meeting Day.

AnnMarie reported that Fred Messer is available to join the April 1 meeting to discuss emergency shelter and related information.

Overlay District adoption:

MOTION: *Bob made a motion to approve for adoption the Groundwater Protection Overlay District map, standards and pertinent definitions, and to send the amendments to the Selectboard for its own public hearing. The motion was seconded by AnnMarie, and passed unanimously.*

Jonathan closed the public hearing.

10. Adjournment

The meeting adjourned at 8:35 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary



8-UNIT RESIDENTIAL

28-UNIT MIXED USE, 3 STORY, TYP.

8-12 UNIT RESIDENTIAL

4-UNIT TOWNHOUSE, TYP.

MIXED USE VILLAGE-STYLE INFILL, OR POTENTIAL COMMUNITY BUILDING

4-UNIT TOWNHOUSE, TYP.

8-UNIT RESIDENTIAL

AFFORDABLE HOUSING INFILL

WETLANDS AVOIDANCE SCENARIO

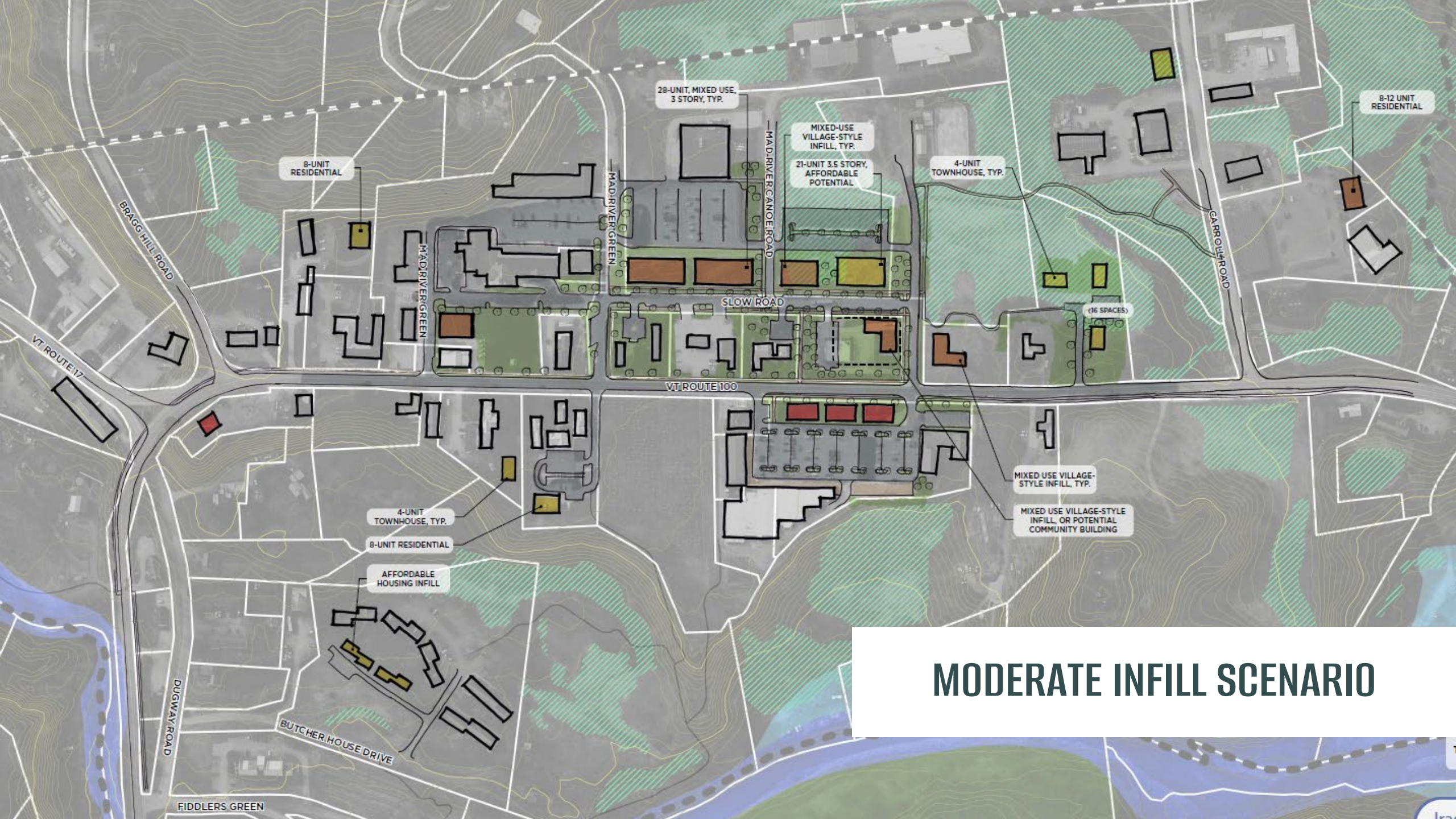
WETLANDS AVOIDANCE SCENARIO



WETLANDS AVOIDANCE SCENARIO

- Higher-certainty scenario without direct wetland impacts
- New development built within limits of current road infrastructure
- New on-street parking along an improved Slow Rd
- Pathway to 70 residential units in Irasville “core” – requiring larger buildings





MODERATE INFILL SCENARIO

FIDDLERS GREEN

MODERATE INFILL SCENARIO

28-UNIT, MIXED USE,
3 STORY, TYP.

MIXED-USE
VILLAGE-STYLE
INFILL, TYP.

21-UNIT 3.5 STORY,
AFFORDABLE
POTENTIAL

4-UNIT
TOWNHOUSE, TYP.

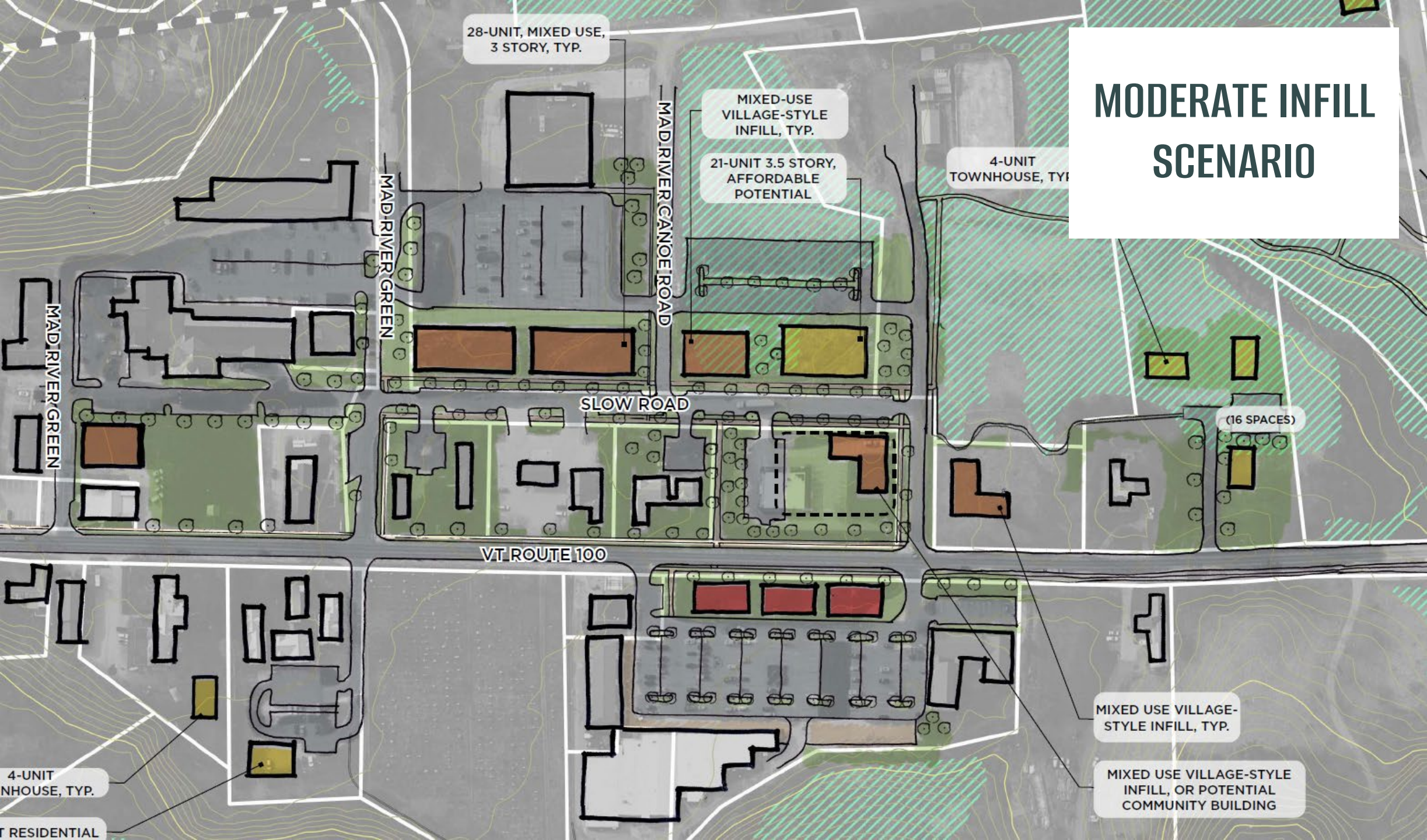
(16 SPACES)

MIXED USE VILLAGE-
STYLE INFILL, TYP.

MIXED USE VILLAGE-STYLE
INFILL, OR POTENTIAL
COMMUNITY BUILDING

4-UNIT
TOWNHOUSE, TYP.

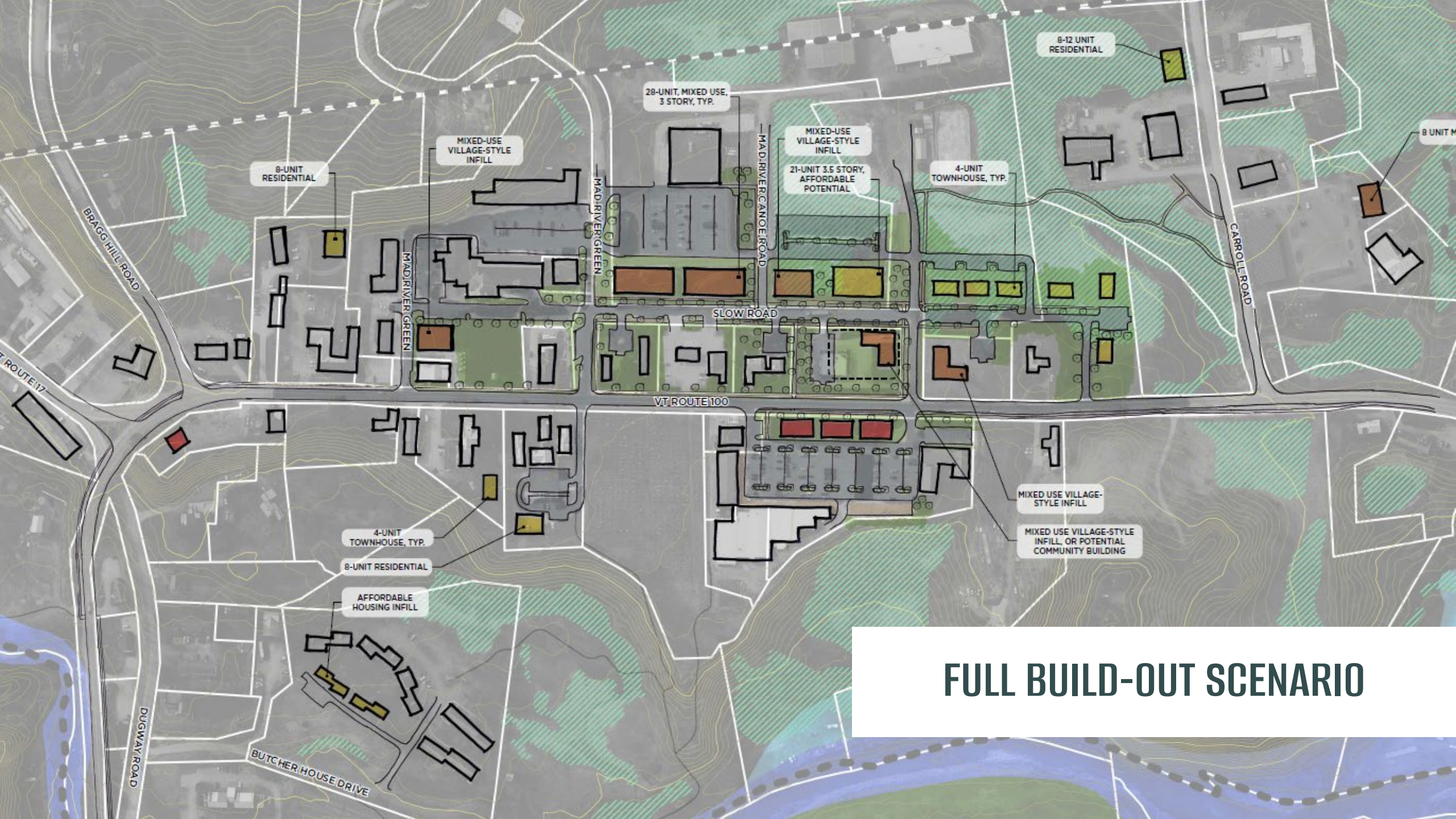
RESIDENTIAL



MODERATE INFILL SCENARIO

- Some uncertainty with direct wetland impacts to low-function/value wetlands
- New development built within limits of current road infrastructure, but new surface parking required
- More pathways to 70 residential units in Irasville “core”
- More options for commercial and civic uses
- More prescriptive planning potentially required – thoughtful standards around max. building heights, max # units
- Greater potential for true village center feel and function





8-UNIT RESIDENTIAL

MIXED-USE VILLAGE-STYLE INFILL

28-UNIT, MIXED USE, 3 STORY, TYP.

MIXED-USE VILLAGE-STYLE INFILL
21-UNIT 3.5 STORY, AFFORDABLE POTENTIAL

4-UNIT TOWNHOUSE, TYP.

8-12 UNIT RESIDENTIAL

8 UNIT M

4-UNIT TOWNHOUSE, TYP.

8-UNIT RESIDENTIAL

AFFORDABLE HOUSING INFILL

MIXED USE VILLAGE-STYLE INFILL

MIXED USE VILLAGE-STYLE INFILL, OR POTENTIAL COMMUNITY BUILDING

FULL BUILD-OUT SCENARIO

FULL BUILD-OUT SCENARIO

28-UNIT, MIXED USE,
3 STORY, TYP.

MIXED-USE
VILLAGE-STYLE
INFILL

MIXED-USE
VILLAGE-STYLE
INFILL

21-UNIT 3.5 STORY,
AFFORDABLE
POTENTIAL

4-UNIT
TOWNHOUSE

MAD RIVER GREEN

MAD RIVER GREEN

MAD RIVER CANOE ROAD

SLOW ROAD

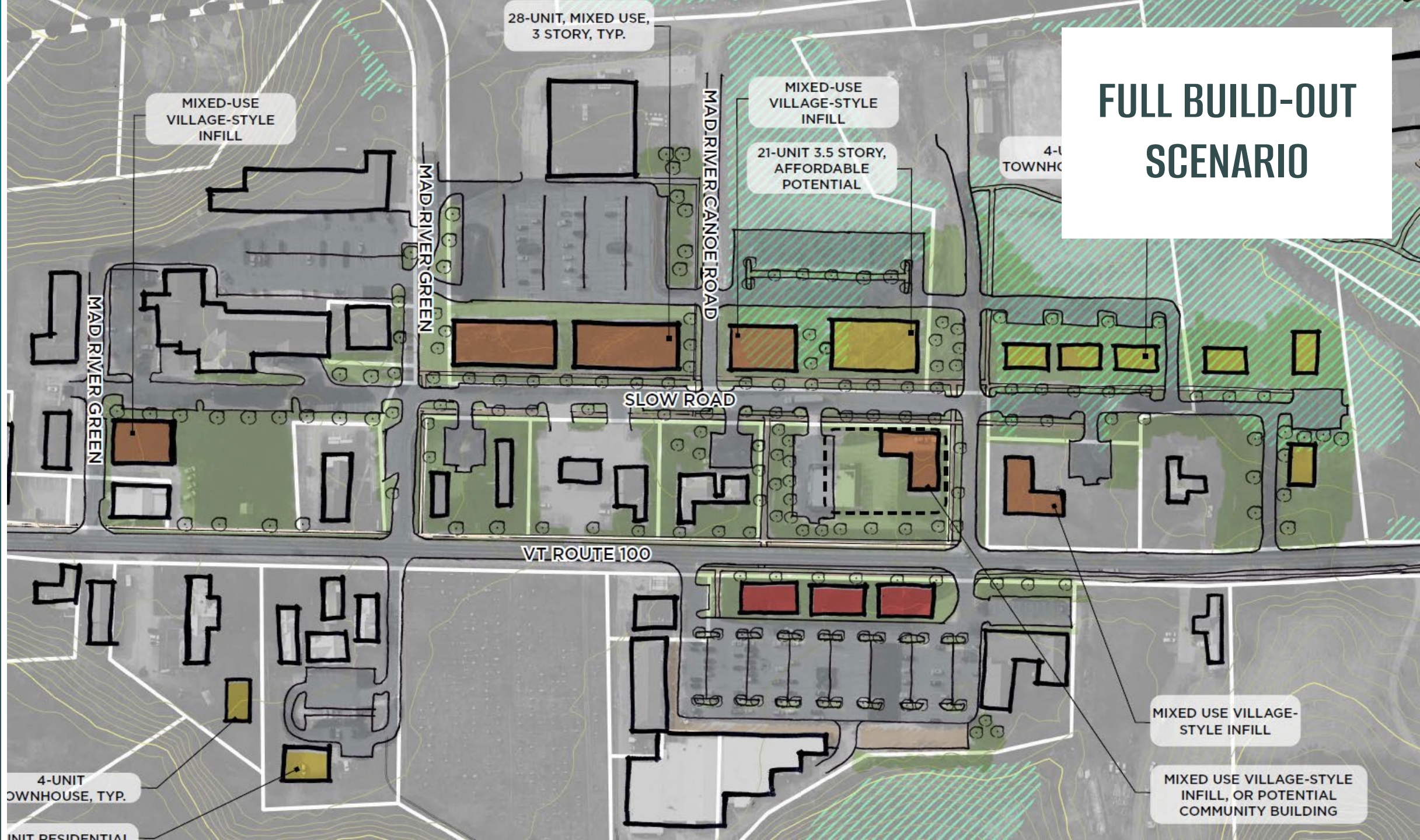
VT ROUTE 100

4-UNIT
TOWNHOUSE, TYP.

UNIT RESIDENTIAL

MIXED USE VILLAGE-
STYLE INFILL

MIXED USE VILLAGE-STYLE
INFILL, OR POTENTIAL
COMMUNITY BUILDING



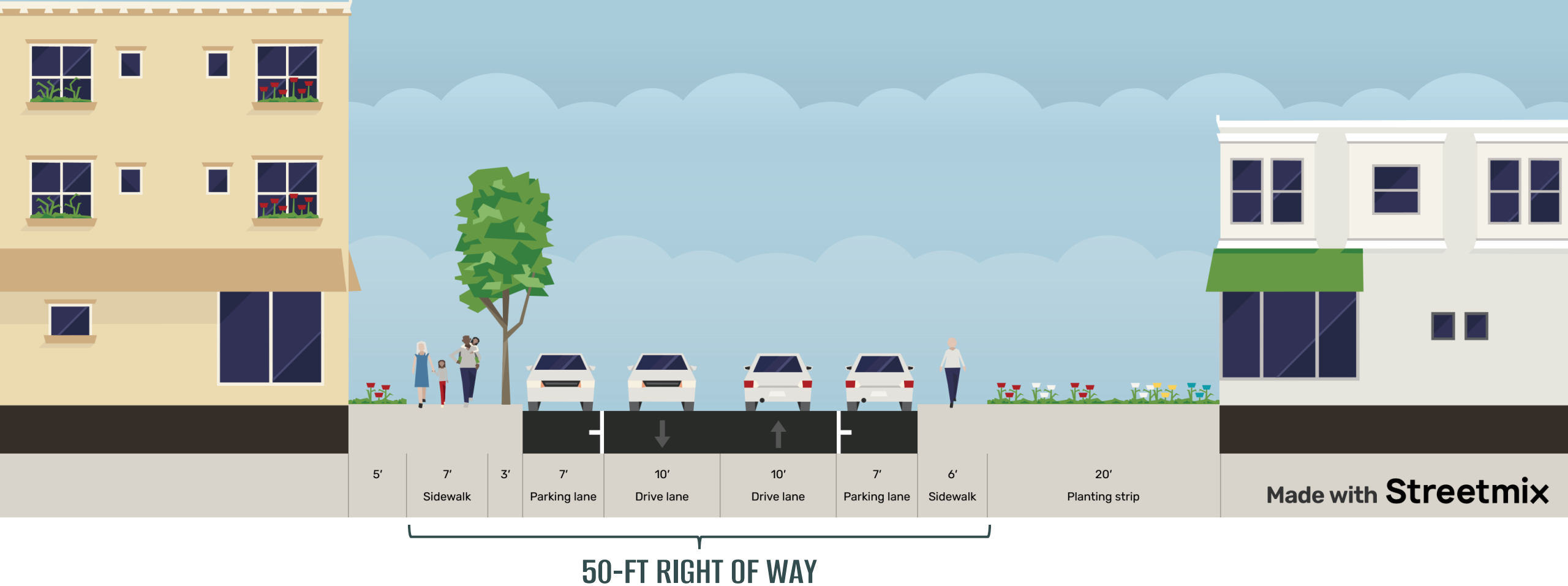
FULL BUILD-OUT SCENARIO

- Greater uncertainty with direct wetland impacts to somewhat higher function/value wetlands
- Requires new road infrastructure and surface parking
- More pathways to 70 residential units in Irasville “core”
- More options for commercial and civic uses
- More prescriptive planning required – thoughtful standards around max. building heights, max # units
- Greatest potential for true village center feel and function



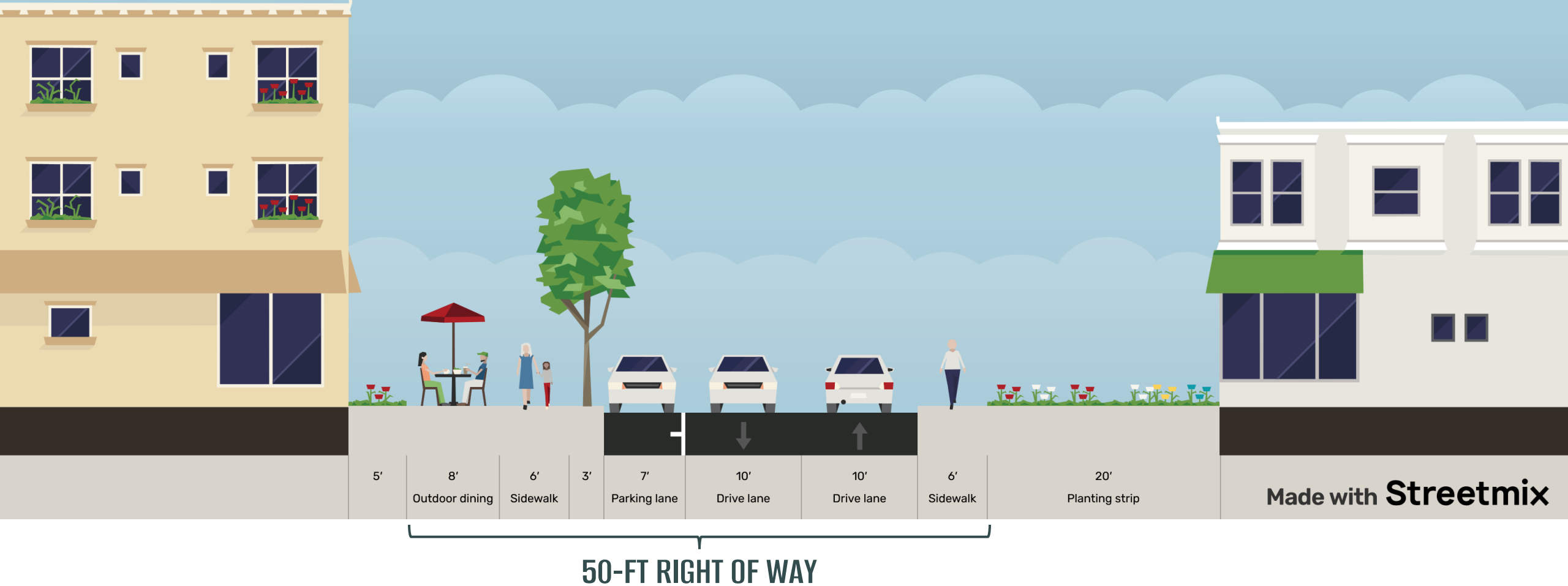
SLOW RD "MAIN STREET" TYPOLOGIES

Slow Rd - Two-Way + Max Parking



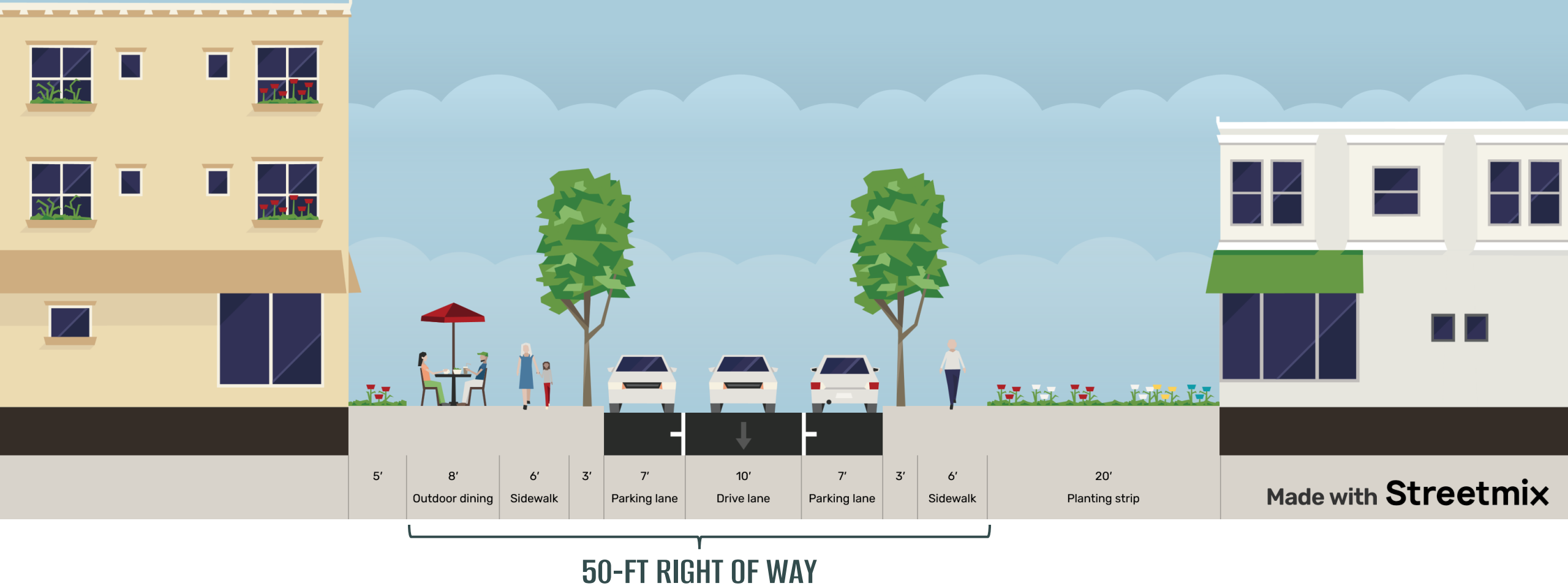
SLOW RD "MAIN STREET" TYPOLOGIES

Slow Rd - Two-Way + Shared Sidewalk



SLOW RD "MAIN STREET" TYPOLOGIES

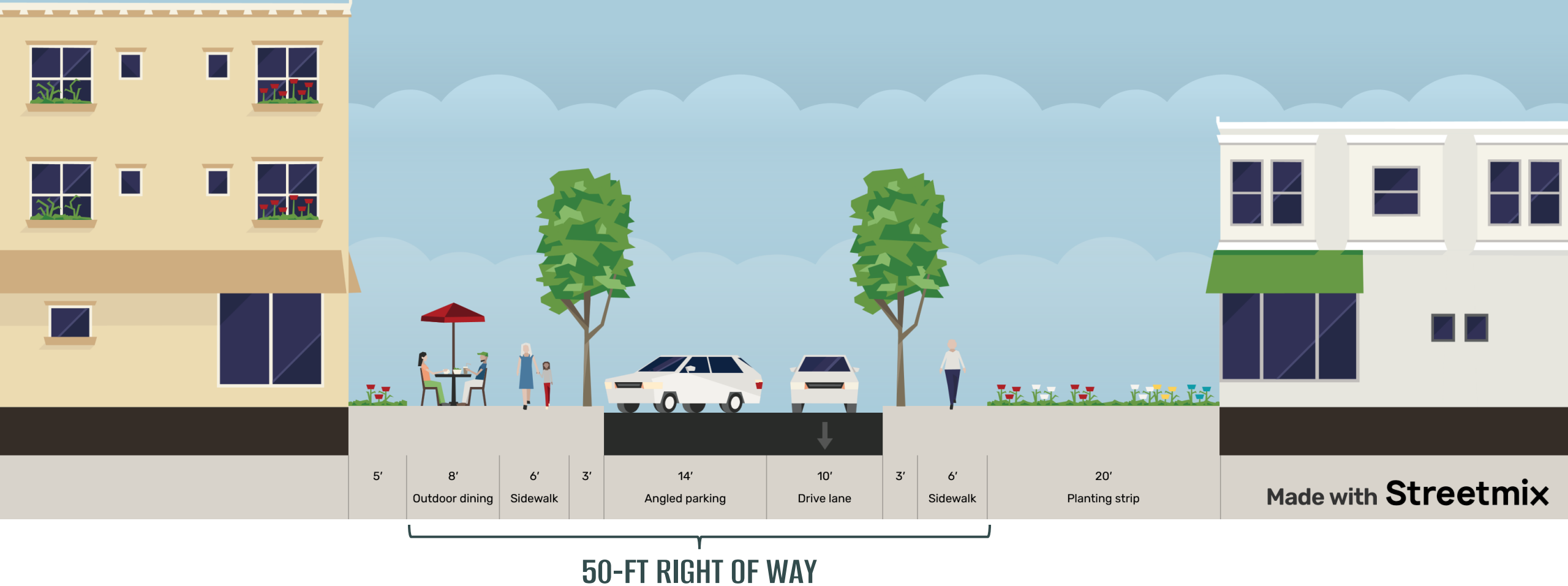
Slow Rd - One-Way + Max Parking



Made with **Streetmix**

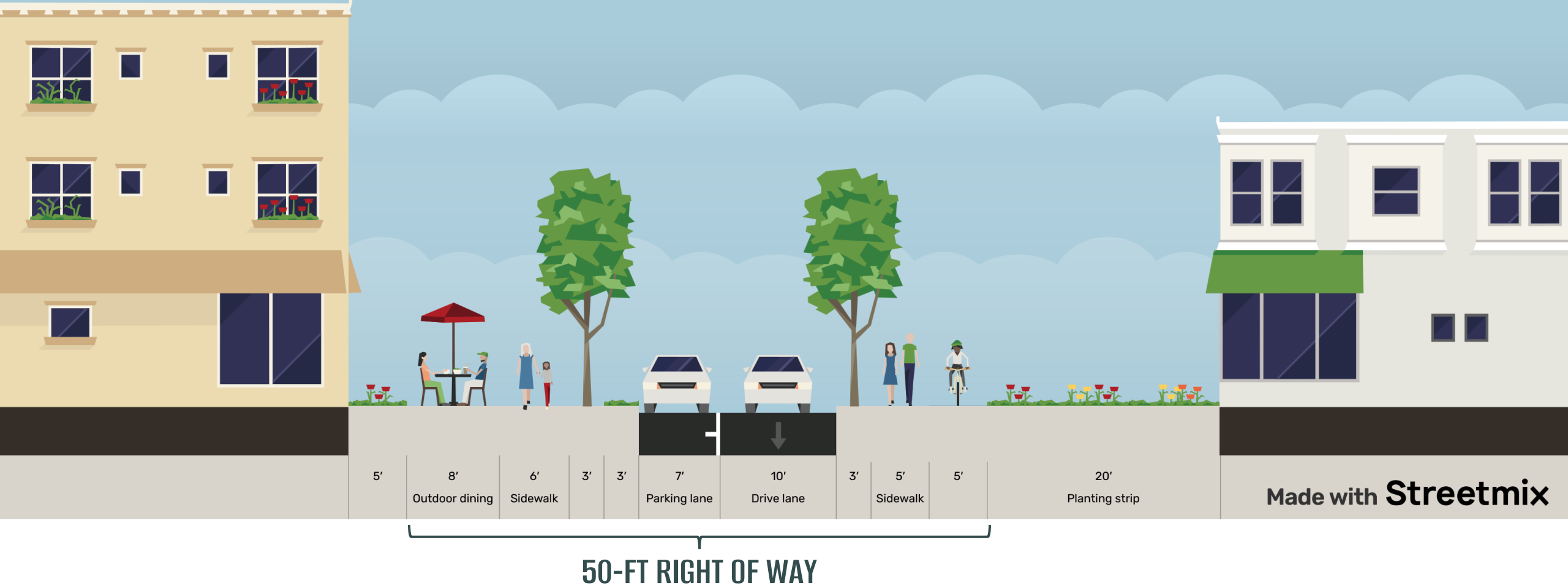
SLOW RD "MAIN STREET" TYPOLOGIES

Slow Rd - One-Way + Angled Parking



SLOW RD "MAIN STREET" TYPOLOGIES

Slow Rd - One-Way + Multi-Use Path



DESIRED PEDESTRIAN & BICYCLE NETWORK

CONSIDERATIONS

- Safe, convenient, and comfortable network
- Integration with Mad River Path & Route 100 Alternative Transportation Corridor
- Minimize crossings and conflict points (esp. for bicyclists)
- Work around heavy constraints (e.g., cemetery, existing development)
- Integration with surrounding recreational trail network

BICYCLIST DESIGN USER PROFILES

Interested but Concerned

51%-56% of the total population

Often not comfortable with bike lanes, may bike on sidewalks even if bike lanes are provided; prefer off-street or separated bicycle facilities or quiet or traffic-calmed residential roads. May not bike at all if bicycle facilities do not meet needs for perceived comfort.

Somewhat Confident

5-9% of the total population

Generally prefer more separated facilities, but are comfortable riding in bicycle lanes or on paved shoulders if need be.

Highly Confident

4-7% of the total population

Comfortable riding with traffic; will use roads without bike lanes.



LOW STRESS TOLERANCE

HIGH STRESS TOLERANCE

Major On Road Connections

Minor On Road Connections



Bike Lane

Bike lanes are a portion of the roadway designated for preferential use by bicyclists.

- One-way facilities striped on streets that carry bicycle traffic in the same direction as motor vehicles
- Most appropriate and for village centers
- 4ft minimum width between fog line and pavement edge.
- Require proper roadway placement through intersections to minimize conflicts with motor vehicles
- Bike lane design should follow the VTrans Bike Lane Standards (see Appendix XX) as a minimum, and may include more innovative NACTO treatments such as protected bike lanes, bike boxes, colored pavements and innovative intersection design.



Paved Shoulder

Paved shoulders are used on rural roads to extend roadway maintenance life, provide space for temporary storage of disabled vehicles, and improve bicyclist accommodation.

- May use Share-the-Road warning signs
- Should not use longitudinal rumble strips; may use bicycle-tolerable rumble strips (with periodic gaps) if
- 4' min. width between fog line and pavement edge
- Paved shoulders may also be used to accommodate pedestrian use in rural and less developed areas



Shared Lane

All streets and roadways, unless specifically prohibited by law, shall permit use by both bicycles and motor vehicles.

- No designation is needed for bicycle use unless street is a key corridor in bicycle system
- May be identified by Bike Route signing and/or use of shared pavement marking symbols (sharrows)
- Most cyclists will prefer to ride on lower volume streets and corridors with traffic calming measures
- Higher speed roadways may use Share-the-Road warning signs in addition to Bike Route wayfinding signs



Sidewalk

Sidewalks are separated from the motor vehicle travelway by a landscape planting strip or buffer zone.

- Sidewalks that are 8'-10' wide are typically considered sidepaths (multi-use paths parallel to and within street rights-of-way) and may be used by cyclists and other non-motorized users in addition to pedestrians



Signed Route

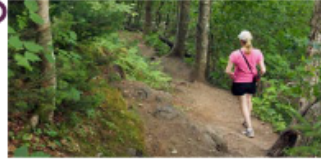
Signed routes are found along paved or unpaved roadways most often on lower volume roads.

- A bicycle and walking wayfinding system consists of comprehensive signing and/or pavement markings to guide users to their destinations along the route.
- Signs are typically placed at decision points along the routes – typically at the intersections of two or more routes and at other key locations leading to and along the routes.

Terrain Suitability



Minor Off Road Connections



Major Off Road Connections



Natural Surface Trails

In general, natural surface trails are characterized as:

- Narrow mountain trails designed as sustainable, rolling contour trails that have minimal impact on natural systems
- Trail treads should include benching, out-sloping, grade reversals, armoring, switchbacks, and other techniques to minimize erosion and wear by trail users
- Frequently smooth and flowing, with features like banked turns, rolling terrain, and consistent and predictable surfaces
- Tend to wind around obstacles such as trees, large rocks and bushes
- If intended for singletrack mountain biking, may also exhibit technical sections with features such as roots, logs and rocks, or man-made technical features such as elevated bridges, jumps, teeter-totters, and drop-offs

Rugged Accessible Trails:

Regional facilities are longer distance, multi-jurisdictional paths that may be used for a variety of These wide accessible trails provide rugged trail opportunities to a wider range of users, including handcycle and mobility assisted users, and are also user friendly for beginner level mountain biking and family style hiking. Most handcycles are built in a tricycle configuration and are powered by the riders' arms versus legs; therefore, these recreationalists need newly adapted trail systems.

- Handcycle
- Beginner Mountain Biking
- Hiking

Mowed Path

A mowed path is a soft surface trail that is light on the land and can accommodate a limited number of users. These paths typically serve as a recreation oriented facilities and are generally suitable for providing access to natural areas and some rural connections.

Unpaved Graded Path

Multi-use or shared use paths are physically separated from motor vehicle traffic. They have a graded gravel fines treadway and provide accessible outdoor recreation and transportation opportunities for many user groups.

- adult bicyclists
- child bicyclists
- horseback riding
- walking
- jogging/running
- wheelchair use
- baby strollers
- dog walking
- snowshoeing
- cross country skiing
- Local facilities connect local destinations such as:
 - schools
 - shopping
 - employment

Paved Path

Regional facilities are longer distance, multi-jurisdictional paths that may be used for a variety of recreation and non-motorized transportation needs. Similar to the list above.

Are often located in the vicinity of linear features such as:

- river and stream corridors
- roads
- railroad grades
- utility corridors
- irrigation canals

Mountain Biking

Tread Width
12" - 48" narrow trail tread for singletrack experience
Corridor Width
5' - 8'
Average Grade
<10% grade desired for sustainable trails

Hiking

Tread Width
12" - 36"
Corridor Width
4' - 6'
Average Grade
<10% grade desired for sustainable trails

Equestrian

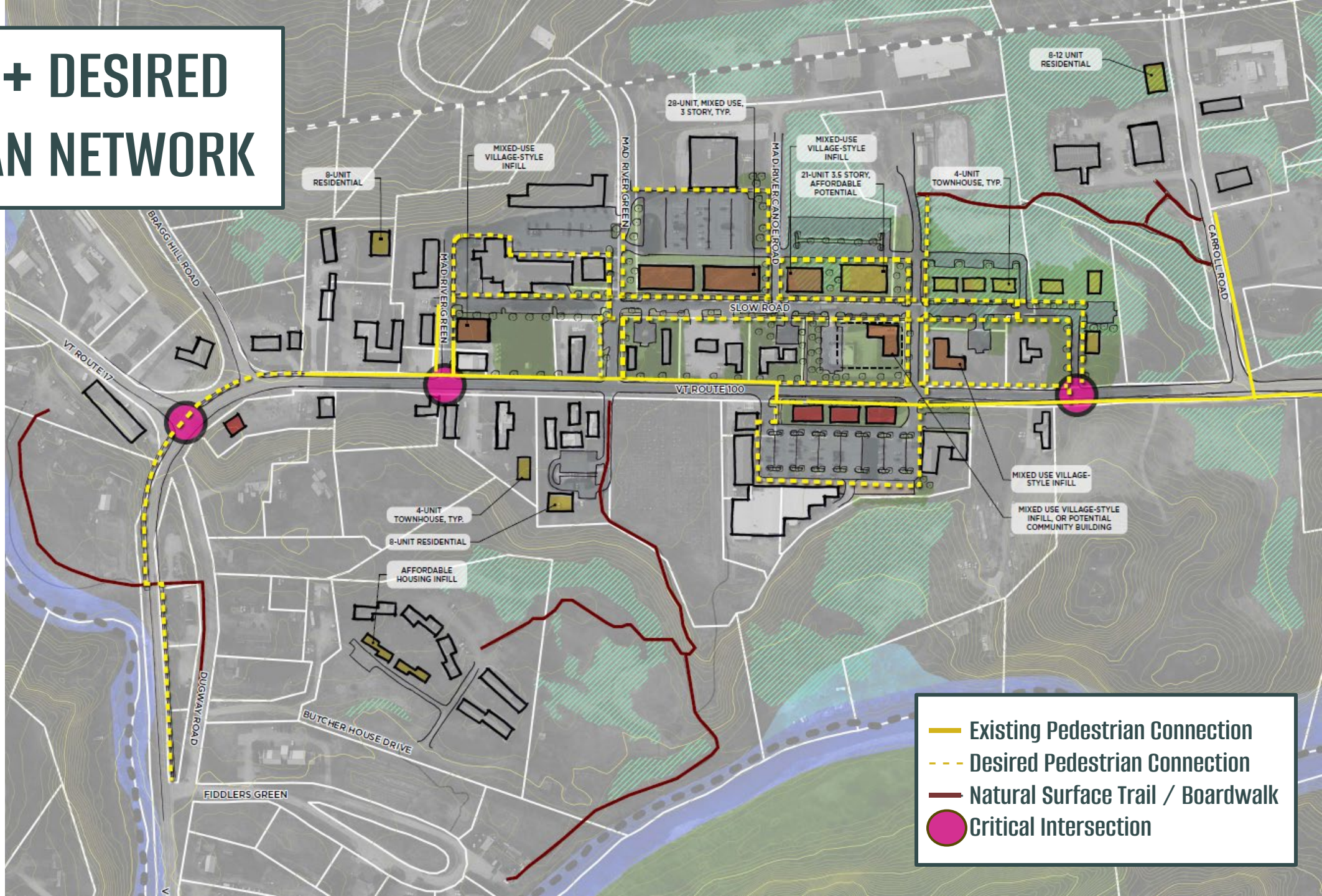
Tread Width
24" - 48"
Corridor Width
8' - 12'
Average Grade
<10% grade desired for sustainable trails

Rugged Accessible Trail

Tread Width
36" - 60"
Corridor Width
6' - 12'
Average Grade
• 1% - 3%
• 5% - 8.33% for 200' Max
• 8.33% - 10% for 30' Max
• 10% - 12% for 10' Max



EXISTING + DESIRED PEDESTRIAN NETWORK



- Existing Pedestrian Connection
- - - Desired Pedestrian Connection
- Natural Surface Trail / Boardwalk
- Critical Intersection

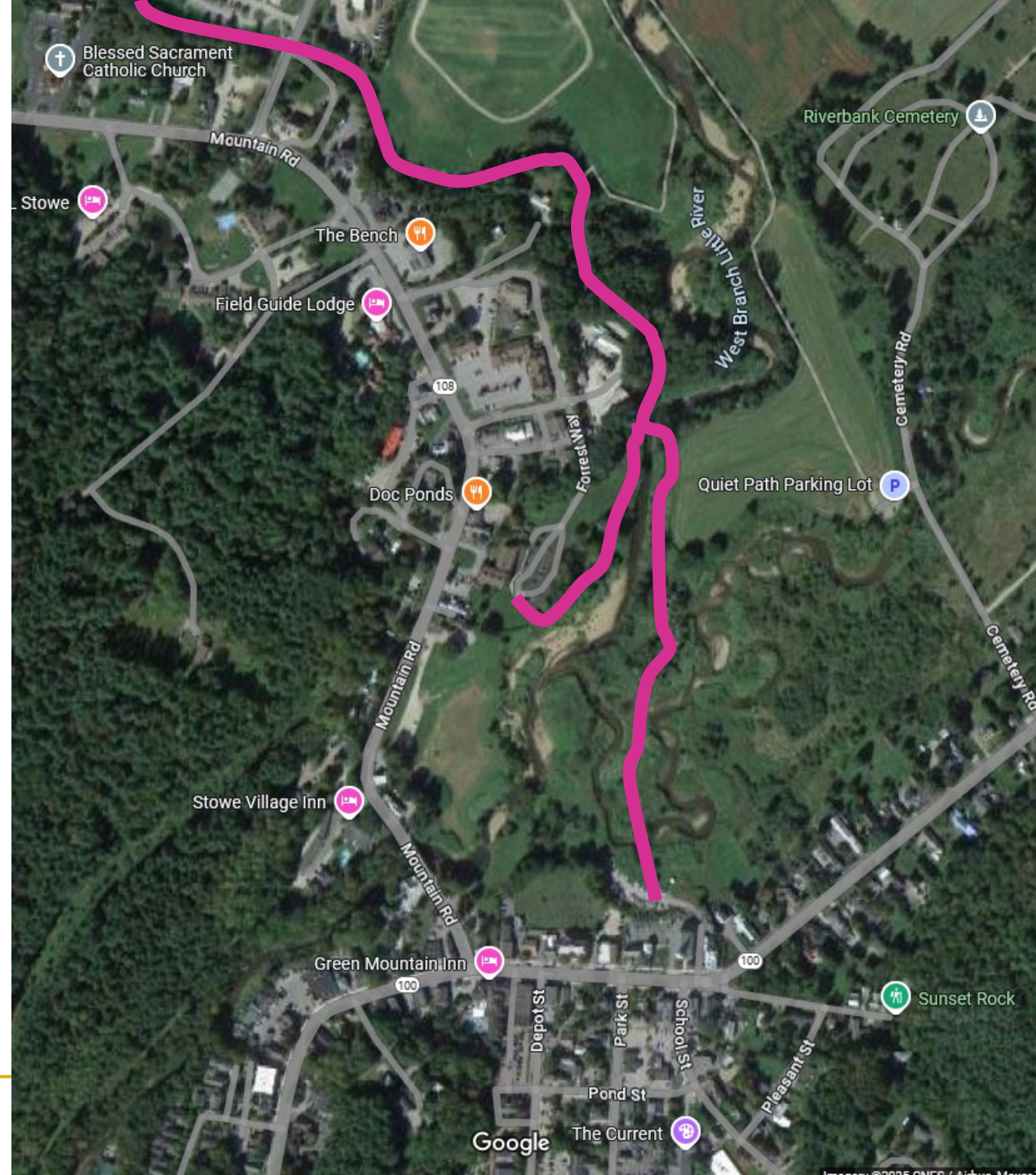
REGIONAL TRAIL INTEGRATION

Mad River Path + Route 100 Alternative Transportation Corridor

- Regional commuter connection
- Connection to regional recreational trail network

Stowe Recreation Path Case Study

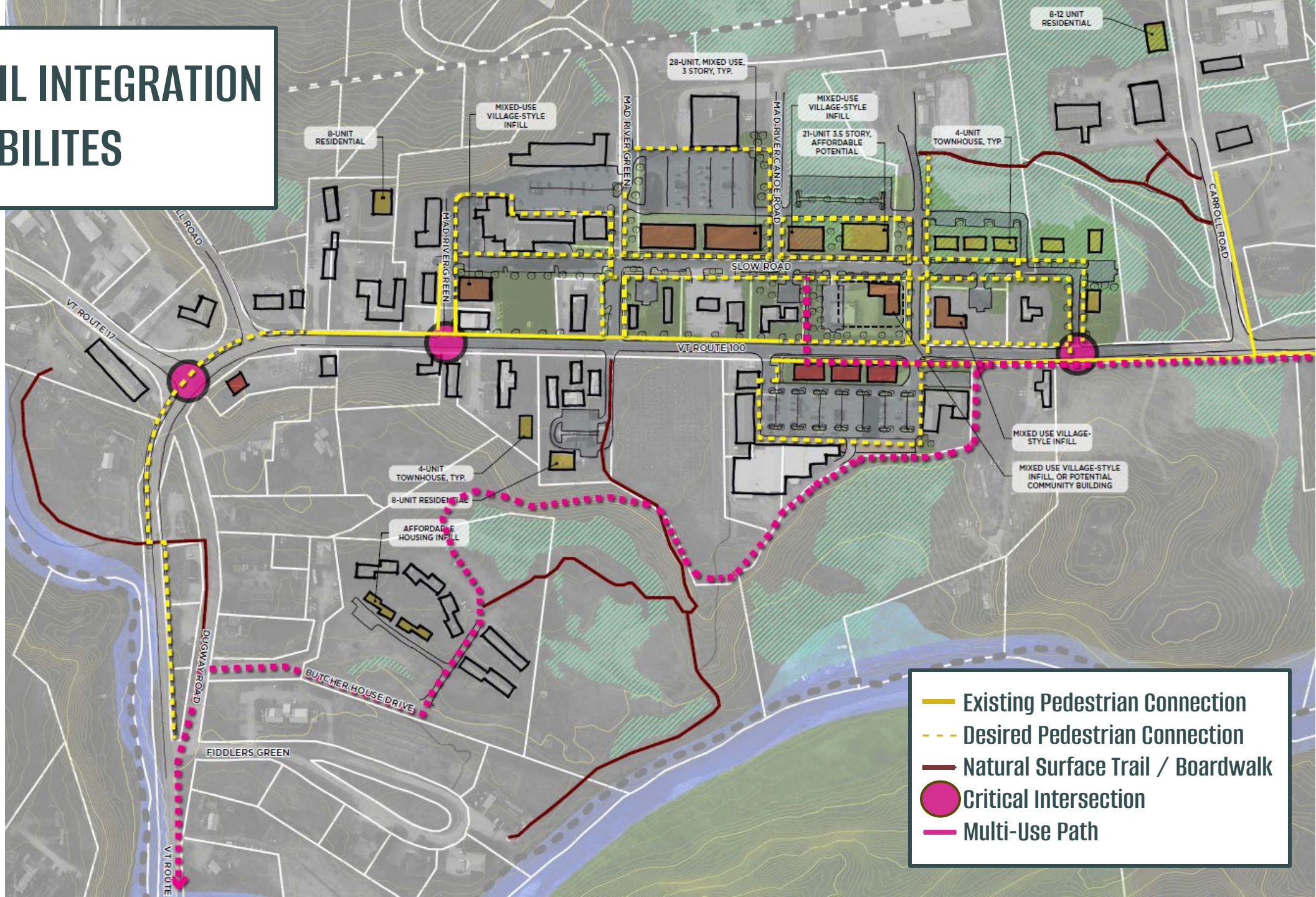
- Largely routed along river corridor and behind commercial businesses along Route 108 corridor
- One crossing of Route 108
- Connects to Stowe Village but does not route through it



REGIONAL TRAIL INTEGRATION POSSIBILITIES

Potential Alternatives:

- Stowe Rec Path approach: MUP with connecting spur(s)
- Slow Rd integration
- On-road Rt 100 connection



PRELIMINARY PLANNING CONSIDERATIONS

- Zoning – consider new zone or overlay to upzone Irasville core area
 - Increase density standards (lot sizes, lot coverage)
 - Thoughtful approaches to regulating building sizes
 - Pedestrian connectivity standards
 - Revisit permitted uses
 - Wetlands conservation
 - Pattern zoning



PRELIMINARY PLANNING CONSIDERATIONS

- Municipal tools
 - Infrastructure – Tax Increment Financing, capital reserves, impact fees
 - Development & Conservation – land acquisition, developer MOUs
- Follow-Up Studies
 - Hydrologic study
 - Community center feasibility
 - Design studies – site plans, streetscapes, ped-bike infrastructure



