



**CITY OF ESSEX JUNCTION
PLANNING COMMISSION
MEETING AGENDA**

Online & 6 Lincoln Street.
Essex Junction, VT 05452
Thursday, March 6th, 2025
6:30 PM

E-mail: cyuen@essexjunction.org

www.essexjunction.org

Phone: 802-878-6944, ext. 1607

This meeting will be held in-person at 6 Lincoln Street in the Kolvoord Room at Brownell Library and remotely. Options to join the meeting remotely:

- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 953 1240 7791; Passcode: 040339

1. **CALL TO ORDER** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **PUBLIC TO BE HEARD**
 - a. Comments from Public on Items Not on Agenda
4. **MINUTES**
 - a. February 6th, 2024
5. **BUSINESS ITEMS**
 - a. 45-day Notice for Essex C Parking Lot Solar project* [6:35 PM]
 - b. Land Development Code Amendments Final Report to DHCD* [7:00 PM]
 - c. Municipal Planning Grant for Comprehensive Plan Update* [7:10 PM]
 - d. Animating Infrastructure Grant Update* [7:15 PM]
 - a. Consideration for scheduling a joint meeting between the DRB and the Planning Commission [7:40 PM]
 - e. Update on Connect the Junction TOD Master Plan [7:45 PM]
 - f. Update on current and upcoming Planning Projects [7:50 PM]
 - 1 Main Street Park*
 - Essex Junction Multimodal Station Improvements*
 - Pearl Street Road Diet*
 - Park Street Potential Striping Changes
6. **MEMBERS UPDATES** [8:15 PM]
7. **STAFF UPDATES** [8:20 PM]
8. **ADJOURN**

*attachments included in the packet

Agenda item timestamps are estimates of the starting time of each topic and are subject to change.

This agenda is available in alternative formats upon request. Meetings of the Planning Commission, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the City Manager's office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.

**CITY OF ESSEX JUNCTION
PLANNING COMMISSION REGULAR MEETING
CITY COUNCIL SPECIAL MEETING
MINUTES OF MEETING
FEBRUARY 6, 2025
DRAFT**

PLANNING COMMISSIONERS PRESENT: Diane Clemens, Chair; Scott McCormick, Vice-Chair; Elena Juodisius; Elijah Massey, Kirstie Paschall

CITY COUNCILORS PRESENT: Raj Chawla, President; Amber Thibeault, Vice-President, Marcus Certa; Elaine Haney; Tim Miller

ADMINISTRATION: Regina Mahoney, City Manager; Chris Yuen, Community Development Director

OTHERS PRESENT: Greg Morgan, Jim Waite

1. CALL TO ORDER

Mr. Chawla called the City Council meeting to order at 6:31 PM.

Ms. Clemens called the Planning Commission meeting to order at 6:31 PM.

2. AGENDA ADDITIONS/CHANGES

None.

3. PUBLIC TO BE HEARD

a. Comments from Public on Items Not on Agenda

None.

4. MINUTES

a. Planning Commission: January 14, 2025

MOTION by SCOTT MCCORMICK, seconded by ELIJAH MASSEY, to approve the minutes of January 14, 2025, with corrections. Motion passed 5-0.

Corrections:

-On page 2, “churches” should be changed to “places of worship.”

5. BUSINESS ITEMS

a. Update on Connect the Junction TOD Master Plan

Mr. Yuen said that this project has been paused due to federal funding uncertainties. The “big ideas” report has been presented by the consultant and the draft plan could be requested in its current form if necessary. Mr. Chawla said that the cost for finishing this document could be investigated and proposed that funds be added to the budget for this purpose. Mr. Yuen said that the TOD Master Plan is intended to shape other regulations, including the Land Development Code, zoning bylaws, and capital project prioritization. Mr. Chawla suggested that this meeting be rescheduled for 6-8 weeks in the future after the funding situation is clarified.

b. Discussion on the regulation on sandwich boards

Mr. Yuen presented a slide comparing existing regulations to the proposed sandwich board regulations. Major differences include a change clarifying that sandwich board signs must be no closer than 12 feet from other sandwich board signs. The size of the sign and the regulation that signs must only be out

during business hours remain the same. Mr. Chawla said that he would prefer that sandwich board signs be removed entirely and suggested that sandwich board regulations sunset after a year or two. He said that there is no consistent enforcement on this issue. He also suggested that there be stricter standards of what “open” means in the context of modern businesses and spoke of the visual clutter that sandwich boards create. Ms. Haney said that Essex Junction does little for the business community, and that allowing sandwich boards is something small that can be done to support them. Mr. Massey said that the Planning Commission (PC) has received feedback encouraging them to be lenient regarding sandwich board signage. Mr. Certa said that inconsistent enforcement is more problematic and suggested that economic development as a whole and enforcement priorities be examined. Ms. Thibeault said that sandwich boards are being used for marketing purposes and spoke of the aesthetic improvement that occurred when the signs were removed after recent enforcement. Mr. Chawla said that the City could assist business owners with some of the funds involved with shifting away from sandwich board signs and prioritizing the signage needs of the businesses that are more hidden from view.

Mr. McCormick discussed volunteer mobilization for economic development and said that more needs to be done to promote local businesses. Mr. Certa said that collaboration should occur between developers and city officials regarding housing and economic development. Ms. Mahoney discussed minimal staff capacity to take on new initiatives. She also said that it is important to define when businesses are considered to be open and discussed the difficulties in determining if a business is more hidden in the context of content neutral signage.

Regarding the sunset of sandwich board signs, Ms. Mahoney said that this has been done in other communities. Mr. Yuen said that, if there are any changes to the warned version of the Land Development Code, it will push out adoption by a month. Mr. Chawla said that more communication and education needs to be done regarding bringing signs in during non-business hours and said that potential ticketing could be done after warnings. Mr. Certa discussed light-up signage, stating that the CVE sign contains images which appear to not be allowed by the current regulations. Ms. Mahoney said that this will be reviewed by staff. Mr. Miller suggested that rear-facing or non-streetside businesses be allowed signage, not to exceed one per complex. Ms. Thibeault said that, after an hour of discussion, no decision was made. She suggested leaving the LDC as previously warned, and to continue the discussion and allow staff to do more research. All agreed.

c. Discussion on the Comprehensive Plan topics of focus

Mr. Yuen shared a list of topics that need to be included in the Comprehensive Plan and said that the existing plan will expire in August of 2027. He would like to apply for a municipal planning grant to do additional public engagement. The Comprehensive Plan should align with the 2024 Community Vision and Strategic Action Plan. He suggested that the following be areas of focus in the Comprehensive Plan: housing, future land use map, energy planning, economic development and transportation connectivity. Mr. Yuen said each community in Vermont will receive municipal housing targets. He detailed the number of units permitted, built, and lost per year in Essex Junction. He asked the City Council if there are any other topics that the PC should incorporate into this document.

Ms. Mahoney said that the plan needs to be updated as the current plan was written prior to separation with the Town of Essex. Ms. Clemens suggested that the building story limit be decided upon with this plan. Mr. Chawla said that creative development could be implemented utilizing buffers and said that the results of the Connect the Junction project should help to determine this. Mr. McCormick described his

work on climate resiliency and said that the state may be preparing a framework for incorporating climate adaptation into municipal planning. Ms. Clemens described the Comprehensive Plan as a vision for the community and said that it is important to begin to engage volunteers now to develop it. Ms. Haney said that human services has not been included in the plan, and said that this is a key part of what makes the community livable. Mr. Chawla discussed the connection between community services and affordable housing. Mr. McCormick suggested developing a timeline for this project. Ms. Mahoney said that the project should take around two years from start to finish. Mr. Chawla suggested getting a subgroup together quarterly to check in. He also said that renewable energy is something that he would like to include in this plan.

Mr. Yuen said the Community Development Department is interested in applying for the Downtown Transportation Fund grant of \$200,000 for the Essex Junction Multimodal Train and Bus Station. This is a non-federal grant and thus could be put towards Essex Junction's \$750,000 local share for the previously awarded Federal Consolidated Rail Infrastructure and Safety Improvements Program grant. Ms. Mahoney discussed the lack of clarity regarding federal funding but said that the only way that Essex Junction has a chance to use the money is to keep moving forward.

ELANA JUODISIUS made a motion, seconded by SCOTT MCCORMICK that the Planning Commission recommend applying for the Downtown Transportation Fund grant for the Essex Junction Multimodal Train and Bus Station Improvements Project. Motion passed 5-0.

TIM MILLER made a motion, seconded by ELAINE HANEY, that that the City Council adopt the "Municipal Resolution for Downtown Transportation Fund" as presented. Motion passed 5-0.

6. MEMBERS UPDATES

Mr. McCormick said that he is a member of the Essex Rotary, and that they have around \$4,000 to spend on environmental projects. He would like to see if any of the municipalities that the Essex Rotary represents would like to use some of these funds to assist with community education. Mr. Massey discussed the Animating Infrastructure grant and said that he will be attending an applicant meeting next week. He's looking for ideas for public art installations.

7. STAFF UPDATES

None.

8. ADJOURN

RAJ CHAWLA made a motion, seconded by ELAINE HANEY, to adjourn. Motion passed 5-0 at 8:36 PM.

SCOTT MCCORMICK made a motion, seconded by ELIJAH MASSEY, to adjourn the meeting. Motion passed 5-0 at 8:36 PM.

Respectfully submitted,
Darby Mayville



January 29, 2025

City of Essex Junction City Council
City of Essex Junction Planning Commission
Chittenden County Regional Planning Commission
ePUC Statutory Entities
Adjoining Landowners
Host Landowner

Re: Section 248 Permitting Process; **Essex C Parking Lot Solar, LLC's 45-Day Notice to Persons and Entities Entitled to Notice Pursuant to Public Utility Commission Rule 5.402(A), for a Proposed 3 MW Solar Array off Robinson Pkwy in Essex Junction, Vermont.**

To whom it may concern:

Essex C Parking Lot Solar, LLC (Petitioner), is pleased to provide you with this 45-Day notice in advance of filing a petition for a Certificate of Public Good with the Vermont Public Utility Commission ("Commission" or "PUC"), for a 3 MW solar array to be known as the "Essex C Parking Lot Solar Project" (Project). The Petitioner proposes to construct the Project on GlobalFoundries property located off Robinson Parkway in Essex Junction, Vermont (Site). This notice is provided in accordance with 30 VSA § 248, Vermont Statutes Annotated (Section 248), and Commission Rule 5.402.

Pursuant to Commission Rule 5.402, the following letter includes information sufficient to understand the overall Project, including the facility's location, a Project description, site plan, description of how the Petitioner plans to transport equipment and materials to the Site, and a preliminary identification and analysis of potential aesthetic and environmental impacts. This letter also describes the rights of the noticed parties to comment on the Project plans and participate in the Section 248 review process.

This letter contains descriptions of the following:

- I. 30 V.S.A. § 248 Process Information
- II. Project Description
- III. Site Selection
- IV. Site Location and Project Boundaries
- V. Construction and Transportation
- VI. Preliminary Assessment of Environmental and Aesthetic Impacts
- VII. Project Benefits
- VIII. Expected Filing Date

Included as attachments to this letter are:

- I. Location Map / Preliminary Site Plan
- II. Preliminary Natural Resources Map

III. Representative Equipment Specifications

I. 30 V.S.A. Section 248 Petition and Notice

The state permitting process for electric generation facilities, PUC Rule 5.402, requires the Petitioner to provide notice to certain entities and persons identified in that rule 45-days prior to a formal filing with the PUC. These notices include:

Each planning commission has the right under 30 V.S.A. § 248(f)(1)(C) to submit recommendations to the Petitioner within 40 days of the Petitioner's submittal to the planning commissions. Each municipal and regional planning commission has the right under 30 V.S.A. § 248(f)(1)(A) to convene a public hearing on the proposed petition.

The Petitioner's application to the Commission must address any written comments provided to the Petitioner in response to the 45-day advance submission that are related to the Section 248(b) criteria and any oral comments related to those criteria made at a public hearing conducted pursuant to 30 V.S.A. § 248(f)(1)(A).

Under 30 V.S.A. § 248(f)(1)(D), each planning commission has the right to make recommendations to the Commission after a petition is filed. The Commission will give due consideration to any such recommendations. Recommendations made to the Commission pursuant to this subsection, or the lack of such recommendations, shall not preclude municipal and regional planning commissions and municipal legislative bodies from exercising their right to appear as parties pursuant to 30 V.S.A. § 248(a)(4)(G)-(I).

Please send all recommendations during this 45-Day notice period to:

Vermont Public Utility Commission
c/o Clerk of the Commission
112 State Street
Montpelier, VT 05620-2701

AND

Encore Renewable Energy
Attn: Jake Clark
50 Lakeside Avenue, #110
Burlington, VT 05401
Tel: (802) 861-3023
jake@encorerenewableenergy.com

For additional information regarding this process, including the Public's right to participate in the Public Utility Commission proceeding, please refer to the "Public Participation and Intervention in Proceedings Before the Public Utility Commission," found on the Commission's website at

<https://puc.vermont.gov/document/public-participation-and-intervention-proceedings-public-utility-commission>.

Because the Petitioner plans to file the petition under Section 248, please see the Commission's Section 248 procedures document, found on the Commission's website at <https://puc.vermont.gov/document/section-248-procedures>.

II. Project Description

The Petitioner is proposing a 3 MW solar project on GlobalFoundries property located off Robinson Parkway in Essex Junction, Vermont, on tax parcel ID 2002008000. The array will occupy roughly 11 acres of the greater 228-acre parcel. The electricity generated by this Project will flow to the GlobalFoundries Power (GF Power) electric grid.

The Site location, array footprint, and approximate property boundaries are shown in the preliminary site plan attached as Exhibit 1. Robinson Parkway, a privately-owned road, wraps around the west, south and east of the Project Site; the Project is set back approximately 50 feet from this road. In summary, the Project will consist of:

- Approximately 6,096 solar panels installed on ground-mounted racking systems across roughly 11 acres of the Site:
 - Coated with non-reflective glazing;
 - Approximately 10-15 feet off the ground at their highest point.
 - Modules are to be mounted on fixed tilt racking systems with rows running east-west.
- A network of string inverters dispersed across the array connected with underground cables installed in protective conduit;
- A 3000 kVA pad-mounted transformer;
- A 7-8 ft agricultural style perimeter fence;
- Temporary staging area for delivery and short-term storage of materials;
- Interconnection directly into the proximate building on the GlobalFoundries campus; and
- Using GlobalFoundries' existing road infrastructure to access the Project.

III. Site Selection

This Site was selected because of the Site's proximity to substation infrastructure, access to transmission infrastructure, even topography, and limited environmental impacts.

The Petitioner worked with its consultants to configure the Project in a way that would maximize the potential energy generation benefits while minimizing environmental and aesthetic impacts. The Petitioner will continue working with all stakeholders prior to filing the CPG petition and thereafter to address any concerns.

IV. Construction & Transportation

The Petitioner proposes to deliver materials for the Project using trucks and state and local roads, which are accustomed to the type of traffic representative of the proposed daily delivery of materials. Deliveries will be made to a temporary construction staging area on the Site. The majority of transportation activity will occur during the construction phase, which would last between three and five months.

The Project is not expected to require oversize or overweight deliveries. Access to and from the Site will be restricted by perimeter fencing in order to secure the Site and prevent the public from entering the facility. All equipment associated with the Project will be installed in accordance with all applicable regulations and electrical codes.

V. Preliminary Impact Assessment

i. Aesthetics

In preparation for this 45-Day Notice, the Petitioner engaged T.J. Boyle Associates of Burlington, Vermont to perform a preliminary review of potential aesthetic impacts resulting from the Project. The Project is proposed within an existing parking lot on the GlobalFoundries property in Essex Junction, Vermont. Views of the proposed array structures will mainly be from nearby portions of Robinson Parkway, a privately-owned road that wraps around the west, south and east of the Project. In addition to the large industrial buildings immediately north of the Project Site, existing vegetation and landform along the Winooski River and elsewhere around the GlobalFoundries property are expected to highly screen views of the array from all other surrounding areas, including views from US Route 2A and Maple Street (Vermont Route 117) in Essex Junction, and Redmond Road in Williston.

Overall, preliminary review from T.J. Boyle Associates indicates that the Project will be significantly screened from surrounding locations, will not require landscape mitigation measures, and will not result in undue impacts to the aesthetic and scenic and natural beauty of the area. In preparation for the CPG application for the Project, the Petitioner will continue to engage with T.J. Boyle Associates of Burlington, Vermont, to perform a review of potential aesthetic impacts resulting from the Project. The Petitioner will file the T.J. Boyle aesthetic report with the complete petition.

ii. Environmental

The Petitioner has engaged VHB, Inc. to perform preliminary due diligence as well as detailed natural resource assessments and delineations, including from both database and field surveys. The Petitioner will provide the results of VHB's studies in the submitted petition.

The Project is located within an existing parking lot, reducing the likelihood of encountering certain natural resources. Project design will also minimize the extent and

impact of infrastructure such as new or blocked access drives to the extent feasible. VHB's detailed natural resource assessments, and impact analyses (where applicable) will be completed for the natural environment criteria considered under Section 248 and as relevant to any necessary collateral environmental permitting. The Winooski River is near the existing parking lot, but the preliminary review of the Project Site did not identify any resources or buffers that could be adversely impacted in a manner that would prevent Project construction.

VI. Project Benefits

The Project is being developed in cooperation with GF Power to provide locally generated renewable energy to GlobalFoundries. As its own electric utility, the Project will contribute to GlobalFoundries' achievement of the requirements under the Vermont Renewable Energy Standards by creating new, locally generated renewable energy. In addition, the Project will generate a new source of property tax revenue for the municipality.

VII. Conclusion

The Project is not expected to result in undue adverse impacts to the applicable criteria. The Petitioner looks forward to submitting the full Section 248 petition package, which will contain all of the information required by the PUC to evaluate the merits of the Project for potential award of a Certificate of Public Good, and inform others of the Project's impacts and value.

The Petitioner intends to file a Section 248 Petition and supporting materials with the PUC soon after the expiration of the 45-day notice period, which is expected to be no sooner than March 14, 2025. This 45-day notice will expire after 1 year of its submission.

We look forward to receiving any input or suggestions you may have as we move through the Section 248 process. If you have any questions you may direct them to the Petitioner by phone at 802-861-3023 or by email at jake@encorerenewableenergy.com.

Sincerely,



Jake Clark
VP of Project Development
Encore Renewable Energy

Attachment 1 – Preliminary Site Plan

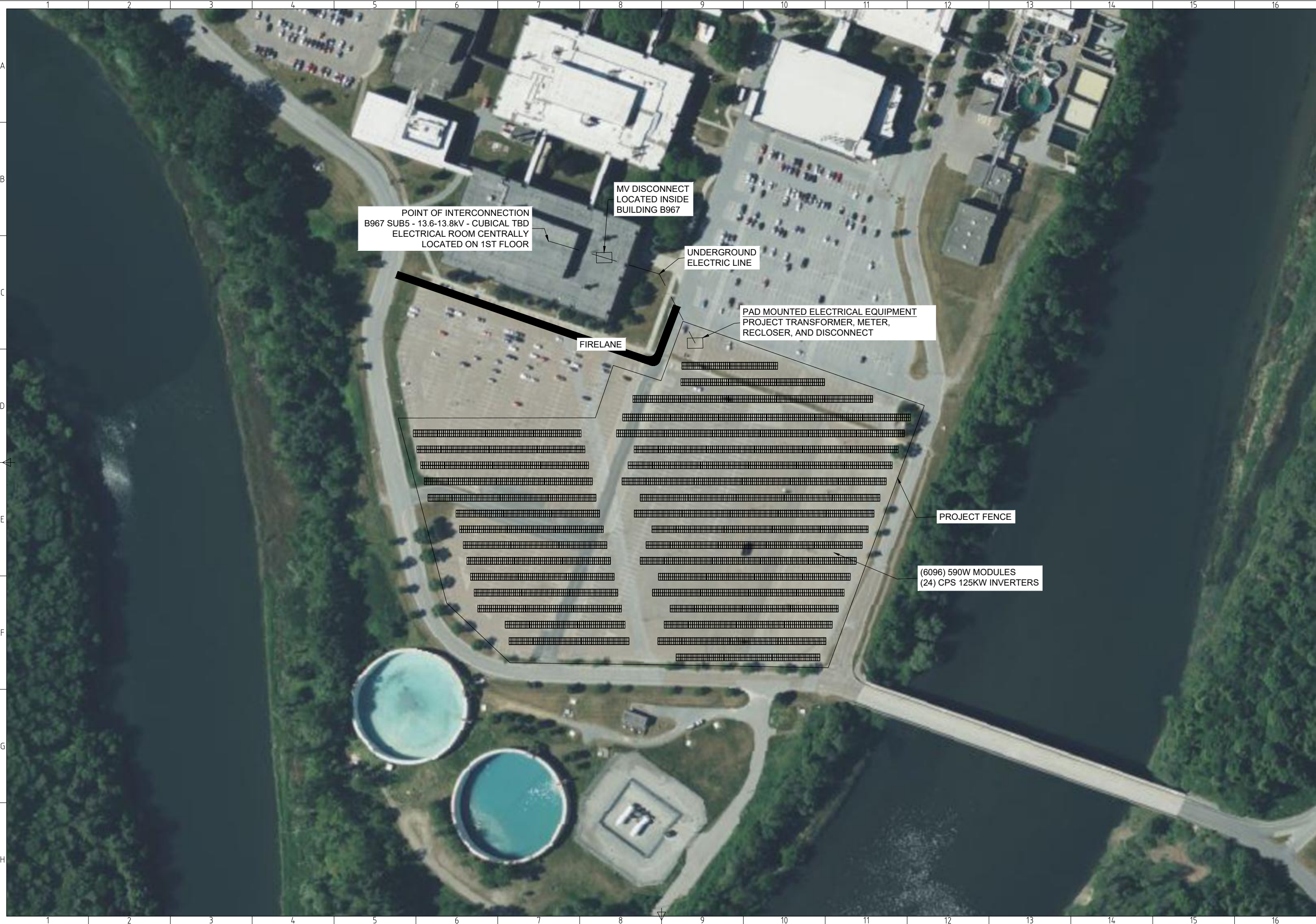
Attachment 2 – Preliminary Natural Resources Map

Attachment 3 – Representative Equipment Specifications

Attachment 1 – Preliminary Site Plan

Essex C Parking Lot Solar, LLC's 45-Day Notice to Persons and Entities Entitled to Notice Pursuant to Public Utility Commission Rule 5.402(A), for a Proposed 3 MW Solar Array off Robinson Pkwy in Essex Junction, Vermont





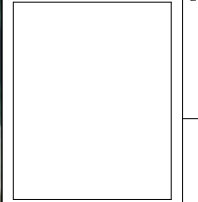
ENCORE RENEWABLE ENERGY
 50 LAKE SIDE AVE #110
 BURLINGTON, VT 05401
 802-861-3023
 ENCORE ECO



GLOBALFOUNDRIES, VT GROUP C
 3.00 MW AC GROUND MOUNT
 ESSEX JUNCTION, VT
 44.47533, -73.09859

REV	REVISION HISTORY	DATE
A	CCM	11/13/24
B	ISSUED FOR 45 DAY NOTICE	01/09/25
C	ISSUED FOR 45 DAY NOTICE	01/28/25

NOT FOR CONSTRUCTION



45 DAY NOTICE

LAYOUT

Attachment 2 – Natural Resources Map

Essex C Parking Lot Solar, LLC's 45-Day Notice to Persons and Entities Entitled to Notice Pursuant to Public Utility Commission Rule 5.402(A), for a Proposed 3 MW Solar Array off Robinson Pkwy in Essex Junction, Vermont



Natural Resources Map - Global Foundries Group C

Global Foundries | Essex Town, VT

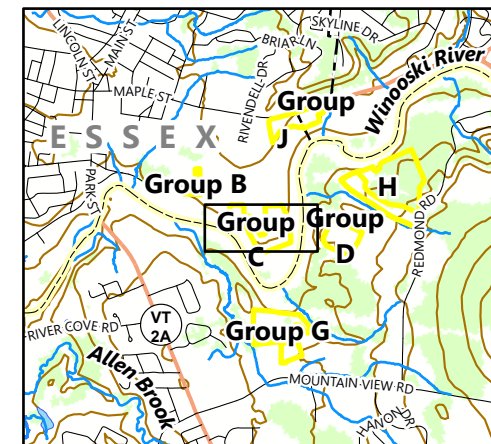


DRAFT | October 08, 2024



Study Area C
-73.092540
44.462745
Acres: 26.6

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> ■ Culverts (VCGI) ▭ Study Area (VHB) ▭ Riparian Buffer (VHB) (1) — Delineated Waters (VHB) (1) — Transmission Line Corridors (VCGI) ○ Existing Utility Pole - GMP/VEC (VCGI) ▭ Parcel Boundary (VCGI) (7) | <ul style="list-style-type: none"> — Stream (ANR) (2) ▭ Waterbody (ANR) (0) ▭ VSWI (ANR) (2) ⊕ Public Water Source (ANR) (0) ● Private Well (ANR) (4) ▭ River Corridor (ANR) ▭ 100 Year Flood Zone (FEMA) (3) ● Bear Feeding (FWD) (0) | <ul style="list-style-type: none"> 🐻 Bear Crossing (FWD) (0) 🌿 AE/VCE Confirmed Vernal Pools (0) 🦌 VT Rare, Threatened and Endangered Species (FWD) (0) 🦌 VT Uncommon Species (FWD) (0) 🦌 Deer Wintering Areas (FWD) (2) ▭ Town Boundary (VCGI) ▭ NRCS Soils (VCGI) |
|---|--|--|



Notes:
Wetlands and waters delineations were performed by VHB on May 24, 2023.

No wetlands were found during VHB field review therefore no DEC wetland review required.

Delineations are subject to review and confirmation by US Army Corps of Engineers for jurisdiction.

(#) Count of feature visible within map extent.

Sources: Background Imagery by VCGI (2022) VCGI (Vermont Center for Geographic Information - Various Dates); ANR (Vermont Agency of Natural Resources - Various Dates); DFW (Vermont Department of Fish & Wildlife - Various Dates); VTrans (Vermont Department of Transportation - 2015); VHB - 2023.

Path: \\vhb.com\gis\proj\S Burlington\57818.00 Encore 500 kW Solar\gis\Project\Global_Foundries\Global_Foundries NR Phase 2\Global Foundries NR Phase 2.aprx

Attachment 3 – Representative Equipment Specifications

Essex C Parking Lot Solar, LLC's 45-Day Notice to Persons and Entities Entitled to Notice Pursuant to Public Utility Commission Rule 5.402(A), for a Proposed 3 MW Solar Array off Robinson Pkwy in Essex Junction, Vermont



RUNERGY

TIER 1 HY-DH144N8 575-595W

23.0% Max. Efficiency **N-Type** Bifacial & Dual Glass **144 Pieces** Half-Cell

High Conversion Efficiency

Module efficiency up to 23.0% based on N-Type wafer and advanced N-Type cell technology

Excellent Energy Yield

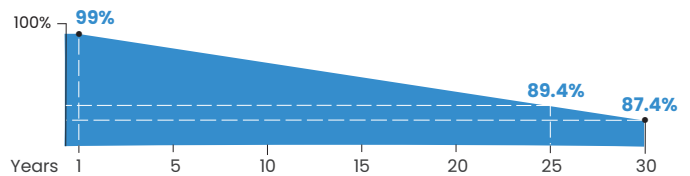
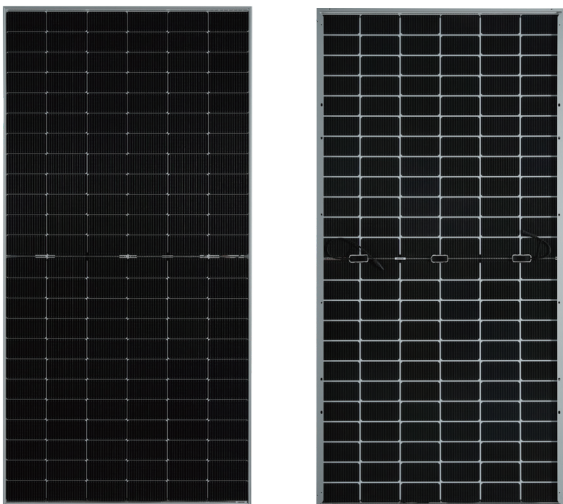
More power output in field operation due to better thermal behaviors, weak-light performance and bifaciality

Outstanding Anti-degradation

Unsusceptible to LID, LeTID and less annual degradation due to special characteristics of N-Type

Quality Guarantee

High module quality ensures long-term reliability



Runergy N-Type Dual Glass Product Performance Warranty

- **12 Years** warranty for materials and workmanship
- **30 Years** warranty for extra linear power output
- 1st year < **1%**, annual degradation < **0.4%**

IEC61215 / IEC61730 / UL61730 / IEC61701 / IEC62716 / IEC60068 / ISO9001 / ISO14001 / ISO45001



www.runergy.com
sales-inform@runergy.com

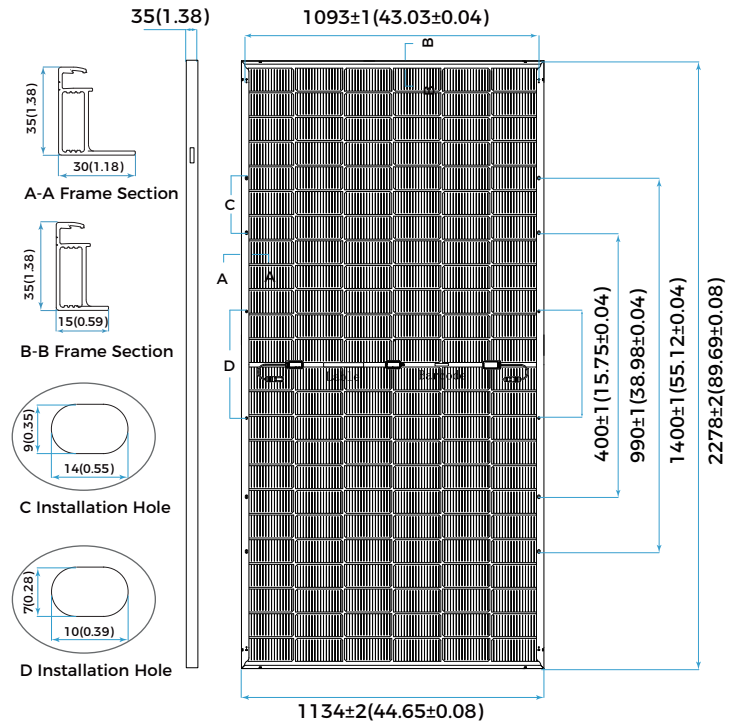
Unit: mm(inch)

Mechanical Parameters

Solar Cell	Mono N-Type 182mm
No. of Cells	144 (6 × 24)
Dimensions	2278 × 1134 × 35mm(89.69× 44.65 × 1.38in.)
Weight	32.7kg(72.09lbs)
Junction Box	IP68 rated (3 bypass diodes)
Output Cable	4mm ² (IEC), 12 AWG(UL) +400/-200mm (+15.75/-7.87in.) or customized
Connector	RY01 or similar
Front Cover	2.0mm (0.079in.)semi-tempered AR glass
Back Cover	2.0mm (0.079in.)semi-tempered glass
Container	31 pcs/Pallet, 558 pcs/40' HQ

Operating Parameters

Max. System Voltage	DC 1500V (IEC/UL)
Operating Temperature	-40 °C ~ +85 °C(-40°F ~ +185°F)
Max. Fuse Rating	30A
Frontside Max. Loading	5400Pa(112lb/ft ²)
Backside Max. Loading	2400Pa(50lb/ft ²)
Bifaciality	80%±10%
Fire Resistance	UL Type 29



Electrical Characteristics - STC

Irradiance 1000 W/m², cell temperature 25 °C, AM1.5, Test uncertainty for Pmax: ±3%

Maximum Power at STC (Pmax/W)	595	590	585	580	575
Power Tolerance (W)	0 ~ +5				
Optimum Operating Voltage (Vmp/V)	44.64	44.43	44.22	44.04	43.83
Optimum Operating Current (Imp/A)	13.33	13.28	13.23	13.17	13.12
Open Circuit Voltage (Voc/V)	52.58	52.37	52.16	51.97	51.74
Short Circuit Current (Isc/A)	13.93	13.89	13.85	13.80	13.75
Module Efficiency	23.0%	22.8%	22.6%	22.5%	22.3%

Electrical Characteristics - NMOT

Irradiance 800 W/m², ambient temperature 20 °C, AM1.5, wind speed 1 m/s.

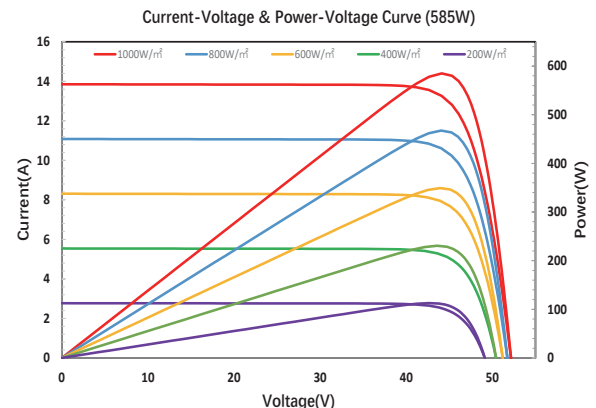
Maximum Power at NMOT (Pmax/W)	455.7	451.9	448.1	444.2	440.4
Optimum Operating Voltage (Vmp/V)	42.74	42.54	42.34	42.17	41.97
Optimum Operating Current (Imp/A)	10.66	10.62	10.58	10.53	10.49
Open Circuit Voltage (Voc/V)	50.35	50.14	49.94	49.76	49.54
Short Circuit Current (Isc/A)	11.23	11.20	11.16	11.12	11.08

Rearside Power Gain (Reference to 585W Front)

Rearside Power Gain	5%	15%	25%
Maximum Power (Pmax/W)	614	673	731
Optimum Operating Voltage (Vmp/V)	44.22	44.32	44.32
Optimum Operating Current (Imp/A)	13.89	15.18	16.50
Open Circuit Voltage (Voc/V)	52.16	52.26	52.26
Short Circuit Current (Isc/A)	14.54	15.90	17.28
Module Efficiency	23.8%	26.1%	28.3%

Temperature Characteristics

Nominal Module Operating Temperature	42 ± 2 °C
Nominal Cell Operating Temperature	45 ± 2 °C
Temperature Coefficient of Pmax	-0.29%/°C
Temperature Coefficient of Voc	-0.25%/°C
Temperature Coefficient of Isc	0.045%/°C



Three-phase pad-mounted compartmental type transformer



General

At Eaton, we are constantly striving to introduce new innovations to the transformer industry, bringing you the highest quality, most reliable transformers. Eaton's Cooper Power series Transformer Products are ISO 9001 compliant, emphasizing process improvement in all phases of design, manufacture, and testing. In order to drive this innovation, we have invested both time and money in the Thomas A. Edison Technical Center, our premier research facility in Franksville, Wisconsin. Such revolutionary products as distribution-class UltraSIL™ Polymer-Housed Evolution™ surge arresters and Envirotemp™ FR3™ fluid have been developed at our Franksville lab.

With transformer sizes ranging from 45 kVA to 12 MVA and high voltages ranging from 2400 V to 46 kV, Eaton has you covered. From fabrication of the tanks and cabinets to winding of the cores and coils, to production of arresters, switches, tap changers, expulsion fuses, current limit fuses, bushings (live and dead) and molded rubber goods, Eaton does it all. Eaton's Cooper Power series transformers are available with electrical grade mineral oil or Envirotemp™ FR3™ fluid, a less-flammable and bio-degradable fluid. Electrical codes recognize the advantages of using Envirotemp™ FR3™ fluid both indoors and outdoors for fire sensitive applications. The bio-based fluid meets Occupational Safety and Health Administration (OSHA) and Section 450.23 NEC Requirements.

EATON

Powering Business Worldwide

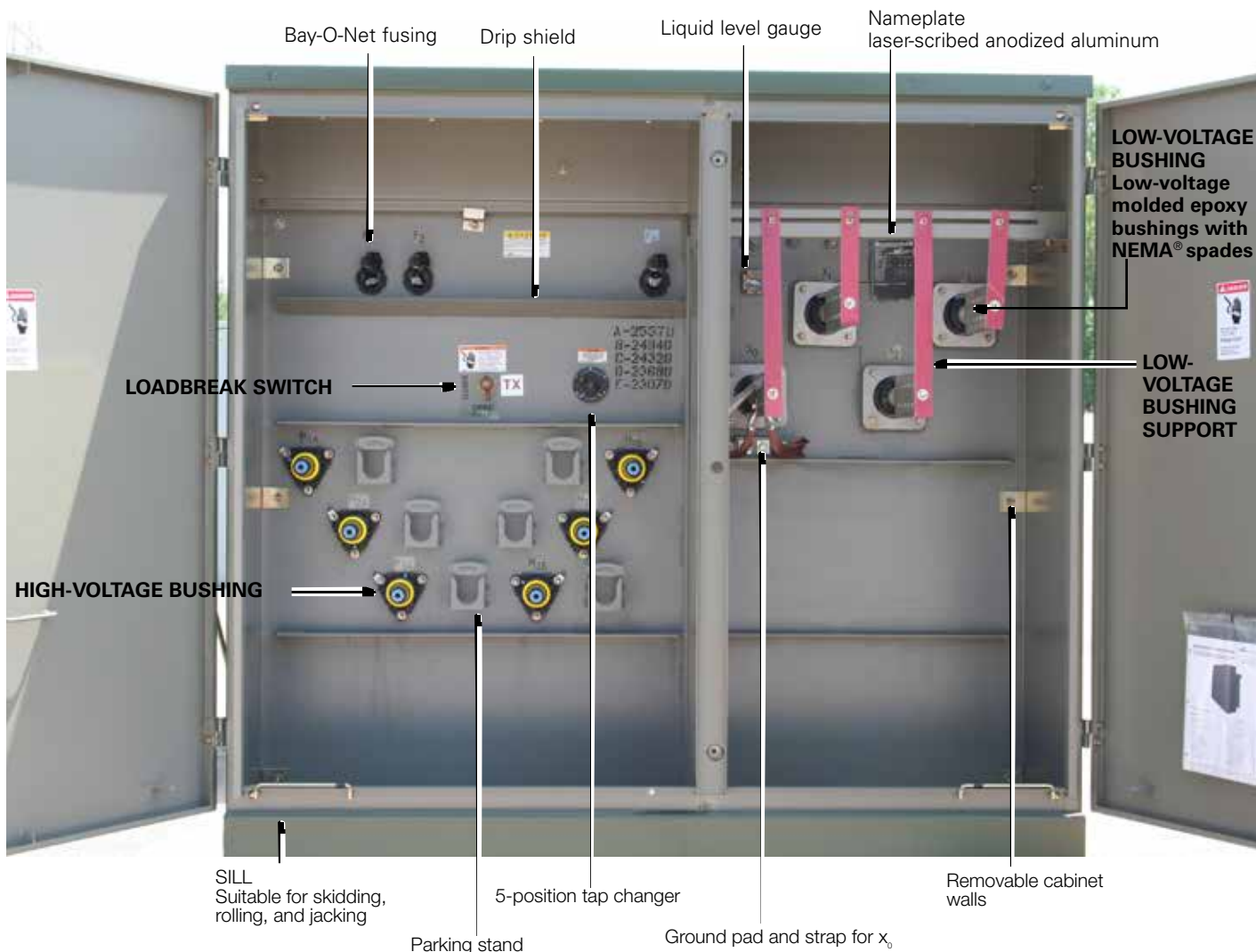


Figure 1. Three-phase pad-mounted compartmental type transformer.

Table 1. Product Scope

Type	Three Phase, 50 or 60 Hz, 65 °C Rise (55 °C, 55/65 °C), 65/75 °C, 75 °C
Fluid Type	Mineral oil or Envirotemp™ FR3™ fluid
Coil Configuration	2-winding or 4-winding or 3-winding (Low-High-Low), 3-winding (Low-Low-High)
Size	45 – 10,000 kVA
Primary Voltage	2,400 – 46,000 V
Secondary Voltage	208Y/120 V to 14,400 V
Specialty Designs	Inverter/Rectifier Bridge
	K-Factor (up to K-19)
	Vacuum Fault Interrupter (VFI)
	UL® Listed & Labeled and Classified
	Factory Mutual (FM) Approved®
	Solar/Wind Designs
	Differential Protection
Seismic Applications (including OSHPD)	
Hardened Data Center	

100/125kW, 1500Vdc String Inverters for North America



The 100 & 125kW high power CPS three phase string inverters are designed for ground mount applications. The units are high performance, advanced and reliable inverters designed specifically for the North American environment and grid. High efficiency at 99.1% peak and 98.5% CEC, wide operating voltages, broad temperature ranges and a NEMA Type 4X enclosure enable this inverter platform to operate at high performance across many applications. The CPS 100/125kW products ship with the Standard or Centralized Wire-box, each fully integrated and separable with AC and DC disconnect switches. The Standard Wire-box includes touch safe fusing for up to 20 strings. The CPS FlexOM Gateway enables communication, controls and remote product upgrades.

Key Features

- NFPA 70, NEC 2014 and 2017 compliant
- Touch safe DC Fuse holders adds convenience and safety
- CPS FlexOM Gateway enables remote FW upgrades
- Integrated AC & DC disconnect switches
- 1 MPPT with 20 fused inputs for maximum flexibility
- Copper and Aluminum compatible AC connections
- NEMA Type 4X outdoor rated, tough tested enclosure
- Advanced Smart-Grid features (CA Rule 21 certified)
- kVA Headroom yields 100kW @ 0.9PF and 125kW @ 0.95PF
- Generous 1.87 and 1.5 DC/AC Inverter Load Ratios
- Separable wire-box design for fast service
- Standard 5 year warranty with extensions to 20 years



100/125KTL Standard Wire-box



100/125KTL Centralized Wire-box



Model Name	CPS SCH100KTL-DO/US-600	CPS SCH125KTL-DO/US-600
DC Input		
Max. PV Power	187.5kW	
Max. DC Input Voltage	1500V	
Operating DC Input Voltage Range	860-1450Vdc	
Start-up DC Input Voltage / Power	900V / 250W	
Number of MPP Trackers	1	
MPPT Voltage Range ¹	870-1300Vdc	
Max. PV Input Current (Isc x1.25)	275A	
Number of DC Inputs	20 PV source circuits, pos. & neg. fused (Standard Wire-box) 1 PV output circuit, 1-2 terminations per pole, non-fused (Centralized Wire-box)	
DC Disconnection Type	Load-rated DC switch	
DC Surge Protection	Type II MOV (with indicator/remote signaling), Up=2.5kV, In=20kA (8/20uS)	
AC Output		
Rated AC Output Power	100kW	125kW
Max. AC Output Power ²	100kVA (111KVA @ PF>0.9)	125kVA (132KVA @ PF>0.95)
Rated Output Voltage	600Vac	
Output Voltage Range ³	528-660Vac	
Grid Connection Type ⁴	3Φ / PE / N (Neutral optional)	
Max. AC Output Current @600Vac	96.2/106.8A	120.3/127.0A
Rated Output Frequency	60Hz	
Output Frequency Range ³	57-63Hz	
Power Factor	>0.99 (±0.8 adjustable)	>0.99 (±0.8 adjustable)
Current THD	<3%	
Max. Fault Current Contribution (1-cycle RMS)	41.47A	
Max. OCPD Rating	200A	
AC Disconnection Type	Load-rated AC switch	
AC Surge Protection	Type II MOV (with indicator/remote signaling), Up=2.5kV, In=20kA (8/20uS)	
System		
Topology	Transformerless	
Max. Efficiency	99.1%	
CEC Efficiency	98.5%	
Stand-by / Night Consumption	<4W	
Environment		
Enclosure Protection Degree	NEMA Type 4X	
Cooling Method	Variable speed cooling fans	
Operating Temperature Range	-22°F to +140°F / -30°C to +60°C (derating from +113°F / +45°C)	
Non-Operating Temperature Range ⁵	-40°F to +158°F / -40°C to +70°C maximum	
Operating Humidity	0-100%	
Operating Altitude	8202ft / 2500m (no derating)	
Audible Noise	<65dBA@1m and 25°C	
Display and Communication		
User Interface and Display	LED Indicators, WiFi + APP	
Inverter Monitoring	Modbus RS485	
Site Level Monitoring	CPS FlexOM Gateway (1 per 32 inverters)	
Modbus Data Mapping	SunSpec/CPS	
Remote Diagnostics / FW Upgrade Functions	Standard / (with FlexOM Gateway)	
Mechanical		
Dimensions (WxHxD)	45.28x24.25x9.84in (1150x616x250mm) with Standard Wire-box 39.37x24.25x9.84in (1000x616x250mm) with Centralized Wire-box	
Weight	Inverter: 121lbs / 55kg; Wire-box: 55lbs / 25kg (Standard Wire-box); 33lbs / 15kg (Centralized Wire-box)	
Mounting / Installation Angle	15 - 90 degrees from horizontal (vertical or angled)	
AC Termination	M10 Stud Type Terminal [3Φ] (Wire range: 1/0AWG - 500kcmil CU/AL, Lugs not supplied) Screw Clamp Terminal Block [N] (#12 - 1/0AWG CU/AL)	
DC Termination	Screw Clamp Fuse Holder (Wire range: #12 - #6AWG CU) - Standard Wire-box Busbar, M10 Bolts (Wire range: #1AWG - 500kcmil CU/AL [1 termination per pole], #1AWG - 300kcmil CU/AL [2 terminations per pole], Lugs not supplied) - Centralized Wire-box	
Fused String Inputs	20A fuses provided (Fuse values of 15A or 20A acceptable)	
Safety		
Safety and EMC Standard	UL1741-SA-2016, CSA-C22.2 NO.107.1-01, IEEE1547a-2014; FCC PART15	
Selectable Grid Standard	IEEE 1547a-2014, CA Rule 21, ISO-NE	
Smart-Grid Features	Volt-RideThru, Freq-RideThru, Ramp-Rate, Specified-PF, Volt-VAR, Freq-Watt, Volt-Watt	
Warranty		
Standard ⁶	5 years	
Extended Terms	10, 15 and 20 years	

1) See user manual for further information regarding MPPT Voltage Range when operating at non-unity PF

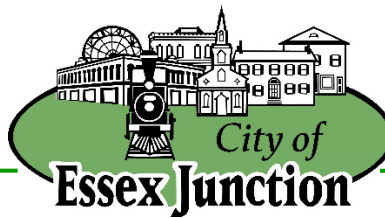
2) "Max. AC Apparent Power" rating valid within MPPT voltage range and temperature range of -30°C to +40°C (-22°F to +104°F) for 100KW PF ≥0.9 and 125KW PF ≥0.95

3) The "Output Voltage Range" and "Output Frequency Range" may differ according to the specific grid standard.

4) Wye neutral-grounded, Delta may not be corner-grounded.

5) See user manual for further requirements regarding non-operating conditions.

6) 5 year warranty effective for units purchased after October 1st, 2019.



MEMORANDUM

To: Planning Commission
From: Christopher Yuen, Community Development Director
Meeting Date: March 6, 2025
Subject: LDC Amendments Reporting to DHCD

Issue: Whether to approve the final report on the Land Development Code Amendments, adopted by City Council on February 26, 2025.

Discussion:

The City Council adopted the recent Land Development Code amendments on February 26, 2025. The new version of the Code will take effect on March 21, 2025, unless the City receives a petition to repeal the amendments as provided in 24 V.S.A. § 4442.

Following adoption, the Planning Commission is required to submit a Bylaw Reporting Form in a format specified by the Vermont Department of Housing & Community Development. Attached is a draft of a completed copy of the Bylaw Reporting Form. The content of this draft report is similar to the previous version approved by the Planning Commission, but is formatted according to the DHCD requirements and includes content regarding the LDC amendment's compliance with governing statute.

Cost:

There are no costs associated with the bylaw amendments.

Recommendation:

It is recommended that the Planning Commission approve this final Bylaw Report for the Land Development Code Amendments as presented, or as amended, if any changes are necessary.

Recommended Motion:

I move that the Planning Commission approve the final Bylaw Report for the Land Development Code Amendments as presented [or as amended].

State of Vermont Agency of Commerce & Community Development Department of Housing & Community Development **Municipal Planning Commission Bylaw Reporting Form**

Provisional Form pursuant to Act 47 of 2023, The HOME Act

This provisional form issued pursuant to the Act 47 of 2023 is subject to change.

The Department welcomes feedback on the form's implementation of the Act.

Published June 30, 2023

Contacts: Jenni Lavoie, Contracts & Grants Administrator

jennifer.lavoie@vermont.gov, 802.828.1948

Jacob Hemmerick, Community Planning & Policy Manager

jacob.hemmerick@vermont.gov, 802.828.5249

Why is this form required?

Vermont's Municipal & Regional Planning & Development Act (24 V.S.A 4441) requires a municipal planning commission to prepare a report when considering an amendment to a bylaw. Act 47 of 2023 adds a requirement to the report to include findings on conformance with sections 4412, 4413, and 4414 of the Act. It also adds a requirement that the municipal planning commission provide the report to the Department of Housing and Community Development upon approval of an adoption or amendment. The report must be submitted with GIS (Geographic Information Systems) files, a complete bylaw, and information about municipal planning and governance and systems. The form will be published on the Vermont Planning Data Center, here:

<https://accmaps.vermont.gov/MunicipalPlanningDataCenter/>. Bylaw submission and posting supports the availability of Vermont's adopted municipal bylaws from a central digital source for statewide access and use.

Vermont Municipal Bylaw Reporting Form

How does a municipality submit the form?

Upon completion of the sections below, upload a saved version of the file [here](#). The form must be submitted with the approved bylaw(s) and any GIS shapefiles (when adding or amending district boundaries of record on the Vermont Open [Geodata Portal](#)). The form can be saved as a Microsoft Word document (DOC) or converted to a Portable Document Format (PDF) file. If you need assistance completing the form, please reach out to the contact above or your municipality's regional planning commission.

Type of Bylaw Filing

Select all that apply.

- New bylaw(s)
- Amendment to existing bylaw(s)
- Repeal of existing bylaw(s)

Explain multiple selections.

Type of Bylaw(s)

Select all that apply.

- Unified Development *(select all bylaws included in the unified bylaws below)*
- Zoning
 - Does the bylaw add or change any zoning districts or boundaries?**
 - Yes
 - No
- Subdivision
- Interim
- Flood Hazard
- River Corridor
- Shoreland Protection
- Other: *(explain)*

Vermont Municipal Bylaw Reporting Form

Date of Hearing(s)

Planning Commission Hearing(s) *(enter date[s])*

Legislative Body Hearing(s) *(enter date[s])*

Date of Adoption

Skip this section if the bylaw is proposed for hearing.

Date of Popular Election *(enter date only if subject to a popular election/vote)*

Date of Last Action *(enter date of final approval action by voters or legislative body)*

Bylaw Summary & Statement of Purpose

Provide a brief explanation of the bylaw and a statement of purpose (per 24 V.S.A. 4441). Use as much space as needed.

Findings on Municipal Plan Furtherance

Explain how the bylaw conforms with or furthers the goals and policies contained in the municipal plan. Use as much space as needed.

Vermont Municipal Bylaw Reporting Form

Findings on Safe & Affordable Housing

Explain the effect of the bylaw on the availability of safe and affordable housing. Use as much space as needed.

Findings on Required Provisions & Prohibited Effects

Explain how the bylaw conforms with 24 V.S.A. 4412. Use as much space as needed.

Include explanations on how the bylaws conform with these provisions (as applicable):

- *Mobile, modular and prefabricated housing*
- *Mobile home parks*
- *Duplex uses*
- *Multi-unit dwelling uses*
- *Accessory dwelling unit uses*
- *Residential care homes or group homes*
- *Hotels for emergency housing*
- *Existing small lots*
- *Required frontage*
- *Home occupations*
- *Childcare home or facility*
- *Heights of renewable energy structures*
- *Nonconformities*
- *Communications antennae and facilities*
- *Planting projects in flood hazards*
- *Accessory on-farm businesses*
- *Lot and dimensional standards for minimum dwelling unit density*
- *Density for affordable housing*

Vermont Municipal Bylaw Reporting Form

Findings on Limitations on Municipal Bylaws

Explain how the bylaw conforms with 24 V.S.A. 4413. Use as much space as needed.

Include explanations on how the bylaws conform with these provisions (as applicable):

- *State- or community-owned and -operated institutions and facilities*
- *Public and private schools and other institutions*
- *Places of worship*
- *Public and private hospitals*
- *Regional solid waste management facilities*
- *Hazardous waste management facilities*
- *Emergency shelters*
- *Required agricultural practices*
- *Accepted silvicultural practices*
- *Solar energy devices*
- *Ancillary telecommunications improvements and lines*

Vermont Municipal Bylaw Reporting Form

Findings on Permissible Types of Regulation

Explain how the bylaw conforms with 24 V.S.A. 4414. Use as much space as needed.

Select all regulations adopted by the municipality:

- Zoning (§4414)
 - Downtown, Village Center, and Growth Center Districts
 - Agricultural, Rural Residential, Forest & Recreation Districts
 - Airport Hazard Areas
 - Shorelands
 - Design Review Districts
 - Historic District/Landmark Bylaws
 - River Corridors and Buffers
- Overlay Districts (§4414)

List overlays:

- Conditional Use Review (§4414)
- Parking & Loading Standards (§4414)
- Performance Standards (§4414)
- Energy Resource Standards (§4414)
- Inclusionary Zoning (§4414)
- Waiver Provisions (§4414)
- Stormwater Management Standards (§4414)
- Wireless Telecommunication Bylaws (§4414)
- Water/Wastewater Permit Sequencing Standards (§4414)
- Green Development Incentives (§4414)
- Solar Screening Standards (§4414)

Municipal Plan Future Land Uses & Density Compatibility

Explain how the bylaw is compatible with the proposed future land uses and densities of the municipal plan.

Planned Community Facilities

Explain how the bylaw carries out, as applicable, any specific proposals for any planned community facilities.

Municipal Planning Implementation Information

Upon adoption of the bylaw(s), select all elements of the municipal planning program that apply in the municipality:

- Unexpired Municipal Plan
- RPC-Approved Municipal Plan & Confirmed Planning Process (§4350)
- Interim Bylaws (§4415)
- Site Plan Review (§4416)
- Planned Unit Development (§4417)
- Subdivision (§4418)
- Administrative approvals of minor subdivisions/boundary adjustments (§4463)
- Unified Development Bylaws (§4419)
- Local Act 250 Review of Municipal Impacts (§4419)
- On The Record Review/Adopted Municipal Administrative Procedures (§4471)
- Official Map (§4421)

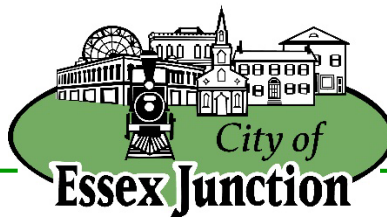
Vermont Municipal Bylaw Reporting Form

- Public Facilities Phasing (§4422)
- Transfer Development Rights (§4423)
- Freestanding Shorelands Bylaws (§4424)
- Freestanding River Corridor Protection Areas (§4424)
- Freestanding Flood or Hazard Areas (§4424)
- Enrolled in the National Flood Insurance Program
- Other Special or Freestanding Bylaws (§4424)

List

- Capital Budget & Program (§4430)
- Impact Fees (Chapter 131, §4422)
- Judicial Bureau Ticketing Option for Enforcement (§4452 & 1974a of Title)
- Advisory Commissions/Committees (§4433(1))
- Historic Preservation Commissions (§4433(3))
- Design Review Commissions (§4433(4))
- Housing Commissions (§4433(5))
- Development Review Board (§4460)
- Zoning Board of Adjustment (§4460)
- Joint Board of Adjustment Development Review Board (§4460)
- Full-time Administrative Officer
- Part-time Administrative Officer
- Volunteer/stipend Administrative Officer
- Staff planner(s)
- Availability of planning Information on municipal website:
 - Municipal plan and maps
 - Bylaws
 - Fee schedule
 - Contact information for administrative officer
 - Information about Planning Commission
 - Information about the Appropriate Municipal Panel (ZBA/DRB)

Primary website URL:



MEMORANDUM

To: Planning Commission
From: Christopher Yuen, Community Development Director
Meeting Date: March 6, 2025
Subject: Municipal Planning Grant

Issue: Whether the Planning Commission should recommend applying for the Municipal Planning Grant for the 2027 Comprehensive Plan Update Project.

Discussion:

As discussed at the February 6 Joint Council / Planning Commission meeting, the FY26 workplan includes a project to update of the City's Comprehensive Plan.

The proposed FY26 municipal budget includes \$10,000 in local funds for this project. The municipal planning grant may provide up to \$30,000 in additional funding to bolster public engagement and technical assistance for the development of the updated Comprehensive Plan.

More information about the Municipal Planning Grant and its eligibility requirements can be found at <https://accd.vermont.gov/community-development/funding-incentives/municipal-planning-grant>

As a part of the application, the Legislative Body must submit a municipal resolution committing to providing the required matching grant funds. The form must be signed by the chair of the Planning Commission confirming that the Commission recommends applying for the grant.

Cost:

There are no costs associated with the bylaw amendments.

Recommendation:

Staff recommends that that the Planning Commission recommend applying for the Municipal Planning Grant for the 2027 Comprehensive Plan Update Project.

Recommended Motion:

I move that the Planning Commission recommend applying for the Municipal Planning Grant for the 2027 Comprehensive Plan Update Project.

Attachments:

Municipal Resolution form for Municipal Planning Grant

FY25 Municipal Resolution for Municipal Planning Grant

WHEREAS, the Municipality of _____ is applying for funding as provided for in the FY25 Budget Act and may receive an award of funds under said provisions; and

WHEREAS, the Department of Housing and Community Development may offer a Grant Agreement to this Municipality for said funding; and

WHEREAS, the municipality is maintaining its efforts to provide local funds for municipal and regional planning purposes or that the municipality has voted at an annual or special meeting to provide local funds for municipal and regional planning purposes,

Now, THEREFORE, BE IT RESOLVED

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to match funds.
2. That the Municipal Planning Commission recommends applying for said Grant;

(Name of Planning Commission Chair)

(Signature)

- 3a. That (Name) _____ Title _____

who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or is a Select Board Member, the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal/Authorizing Official (M/AO) for the Grant Electronic Application and Reporting System (GEARS), and to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

- 3b. (Alternate Authorizing Official for redundancy)

That (Name) _____ Title _____

who is either the Chief Executive Officer (CEO), as defined by 10 VSA §683(8), or a Select Board Member, is the Town Manager, the City Manager, or the Town Administrator, is hereby designated to serve as the Municipal/ Authorizing Official (M/AO) for the Grant Electronic Application and Reporting System (GEARS), and to execute the Grant Agreement and other such Documents as may be necessary to secure these funds.

- 3c. That (Name) _____ Title _____

is hereby designated as the Grant Administrator, the person with the overall Administrative responsibility for the Municipal Planning Grant program activities related to the application, and any subsequent Grant Agreement provisions.

Passed this _____ day of _____, _____.

- (For rural towns or consortia only)** The regional planning commission will serve as agent for the municipality or consortium. *(Check the box if the municipality authorizes its regional planning commission to prepare the application, support grant administration and be exempt from competitive selection if serving as project consultant.)*

LEGISLATIVE BODY

(name)

(signature)

INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be issued on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g. Selectboard), and the name and title of the Municipal/ Authorizing Official(s) (M/AOs); and the Grant Administrator.
- B. Following formal adoption, a majority of the legislative body must sign the Resolution. The Chair of the Planning Commission must also sign upon endorsement by vote of the Planning Commission.
- C. This form must be either uploaded to the online application or grant, or emailed to:
Jennifer.lavoie@vermont.gov
- D. If mailed, an electronic copy of the submitted Resolution document will be uploaded by DHCD staff and available online.
- E. Please note that the designated Municipal/Authorizing Official(s) and Grant Administrator must also register for an account in the online grants management system, if they have not done so already, before the application can be considered complete.

CONSORTIUM APPLICATIONS: For a consortium, each municipality must complete a separate Resolution form. All municipalities in a consortium must designate the same Municipal/Authorizing Official(s) and grant Administrator.



Animating Infrastructure Grant Project Pitch | FY2026 Guidelines

Introduction

The Vermont Arts Council is offering a funding opportunity to communities poised to integrate public art into community infrastructure. The Council invites project pitches that provide opportunities for artists to engage with the community in the design and/or fabrication of permanent or temporary public art for an interior or exterior site that is accessible and open to the public and that helps address community goals.

The Animating Infrastructure program is designed to foster partnerships between communities and artists. The intent is to enhance a sense of community pride and identity, foster social connections, and improve the livability and vibrancy of Vermont communities, downtowns, villages, and neighborhoods. Through the development and installation of site-specific works of public art, Vermont communities can reflect their vision, values, and creative spirit.

Definitions

For this program's purpose, the Arts Council uses the following broad definitions:

Infrastructure includes community facilities and services such as buildings, trails, water or sewer systems, roads, power systems, parks, parking lots, vacant or empty spaces, and more. Functional components of infrastructure such as sidewalks, railings, benches, walls, creative wayfinding, stairs, gateways, tree grates, fences, lightworks, trellises, water fountains, and more in the built and/or natural environment have the potential for artistic enhancement that creates unique places where people want to live, work, visit, and play.

Public art can include many art forms. It includes works of art intended for long-term visibility (5-15 years or more) like sculpture, murals/painting, tile mosaics, mixed media, photography, digital works, crafts, integrated architectural or landscape architectural work and more. It can also include temporary (1 month to 5 years) visual or experiential art that activates public spaces. The art should be site-specific, meaning it is created in response to the place and community in which it resides. It is free and accessible to everyone and often tells a unique story or shares the history of the place and/or its people. Art that is purely aesthetic or experiential is eligible, but it should address a community goal or issue.

Cross-sector partnerships should include a combination of arts and non-arts organizations or groups that are working together to achieve something that they cannot do alone.

Application Review Process

The application review is a two-step process.

1. A panel will review the initial project pitches and select a small number of applicants to invite to submit full proposals. The full proposal application provides more detail and offers a more thorough planning document for the project.
2. A panel will review the full proposals and award funds to four to six projects that demonstrate a collaborative process that sparks a creative, lively integration of public art into existing or proposed community infrastructure projects. The Council will provide guidance to grant recipients in the artist selection process and assist in outreach to Vermont artists. The grantee will be responsible for implementation. Grantees will be asked to document their process and product through stories, photos, videos, models, etc.

[See the Council's public art map](#) for completed Animating Infrastructure projects or this [list of sample project ideas](#).

Who May Apply or Receive Funding

Vermont 501(c)(3) nonprofit organizations, educational institutions, and municipalities are eligible to apply. Community groups without tax-exempt status may apply using a fiscal agent. A fiscal agent must be a charitable nonprofit 501(c)(3) organization incorporated in Vermont. All applicants (or the fiscal agent) must have a [Unique Entity ID \(UEI\)](#) from the federal government. Proposals from underrepresented communities or groups are encouraged. Applicants should have strong, supportive community leadership in place to give the project high potential for being completed successfully.

Who May Not Apply

- organizations that have received any other Arts Council grant in the same fiscal year to support the same project
- organizations with outstanding or incomplete reporting for any Vermont Arts Council grant
- individual artists

Eligible Activities

Animating Infrastructure provides communities with funds to engage and work with an artist. Funds will be awarded for:

- **Public Art Design** (\$5,000 maximum): Grant funds may be used to conduct a process to select an artist(s) or to work with an already identified artist for your public art project. The grant should support the artist(s) fees to design and plan the artwork and to engage the community in the process.

At the end of the grant period, the grantee will submit a final report that includes a final design with a budget, drawings or models, and details about specific materials or activities. It should also include a timeline and information on fundraising, fabrication, installation, site preparations, and maintenance requirements for the proposed artwork. Final designs may then be used by the community to raise the necessary funds to compensate the artist(s) for fabrication and installation of the designed artwork. This could include future Animating Infrastructure

Implementation Grants, crowdfunding opportunities, and/or other funding sources. (Successful completion of a final design grant does not guarantee that the project will be funded through a future Animating Infrastructure Grant.)

- **Public Art Implementation** (\$15,000 maximum): Grant funds may be used to support an artist in the fabrication and installation of public art for an already designed or planned project. *Applicants to this category will be asked to submit the design concept and project plan and provide a specific timeline for the fabrication, installation, and completion of the art project. If invited to submit a full proposal the applicant should include information about the durability and safety of the proposed artwork, its resistance to theft and vandalism, and how it will respond to exposure to weather, etc. The timelines should include information about when and where the work will be fabricated, when it will be installed or implemented, and when the project will be completed.*

All eligible project proposals are welcome. The Council is especially interested in:

- projects where art is integrated into functional components of the infrastructure
- projects that foster connections among people with diverse financial, educational, health, employment, or social resources; people with diverse abilities, or from diverse races, cultures, genders, and/or ages
- projects that use funds to integrate an artist in residence in the community to address a specific place-based community goal or challenge
- projects from towns or communities who have not received funding from this program

What We Do Not Fund

- the purchase, lease, or exhibition of pre-existing artwork or editions
- any ongoing operational expenses of the applicant organization or partner
- capital improvements not directly related to the public artwork
- the purchase of land or property
- artwork that will not be publicly accessible or visible

Grant Amounts and Matching Requirements

Grants will range from \$1,000 to \$15,000. Up to \$5,000 will be awarded for design grants and up to \$15,000 will be awarded for implementation grants.

Grants will not require a match, but grantees will be responsible for any additional expenses above the grant amount. At least 80% of grant funds must be used to support artist honorariums/fees related to the design, and/or artist expenses for fabrication and/or installation of artwork. The remaining 20% of the funds may be used to support project management, community engagement activities, online application/software fees, space rentals, and/or community outreach.

Selection Criteria

A successful application will demonstrate a unique opportunity for the integration of public art into infrastructure and will relate the community to the place. The following represents specific criteria for different phases and funding categories.

Project Pitches

Competitive proposals will demonstrate project potential with:

A clearly defined public art project that helps meet community goals through (weighted at 50% of review):

- detailed description of the community, site, and public art project
- clearly defined vision with specific community goals and outcomes
- compelling reasons why the project is important now

Strong leadership with potential cross-sector partnerships (weighted at 40% of review)

- clear description of the organization and leadership with relevant experience
- potential or committed cross-sector partners are identified

Clear and inclusive community engagement through (weighted at 10% of review):

- community input into artist selection, design, and/or making of the art

If an applicant is invited to submit a full proposal, the following criteria will be used to assess applications.

For Implementation Grants

Competitive proposals offer a unique project and have a high potential for success by *demonstrating*:

A clearly defined public art project that helps meet community goals through (weighted at 25% of review):

- a detailed description of the community, site, and public art project
- clearly defined vision with specific community goals and outcomes
- compelling reasons why the project is important now

Strong leadership with cross-sector partnerships through (weighted at 25% of review):

- clear organization description and leadership with relevant experience
- cross-sector partners with clearly defined roles and responsibilities
- community support with permits and permissions in place
- clear identification of the entity responsible for maintenance of the artwork
- specific and doable timeline with a reasonable budget and fundraising plan

Proposed artwork has high artistic merit in the context of the project through (weighted at 25% of review):

- quality of past work of the selected artist(s)
- artist's experience and skills align with the proposed artwork
- artwork that is durable, safe, and appropriate to the site

Clear and inclusive community engagement through (weighted at 25% of review):

- community participation in the project in an inclusive process
- artwork potential to inspire attraction to or engagement with the space, structure, or community
- meaningful access to the artwork and activities for people with various disabilities

For Design Grants

Competitive proposals offer a unique project and have a high potential for success by *demonstrating*:

A clearly defined public art project that helps meet community goals through (weighted at 25% of review):

- detailed description of the community, site, and public art project
- clearly defined vision with specific community goals and outcomes
- compelling reasons why the project is important now

Strong leadership with cross-sector partnerships through (weighted at 25% of review):

- clear organization description and leadership with relevant experience
- cross-sector partners with clearly defined roles and responsibilities
- consideration of community support such as permits and permissions
- specific and doable timeline with a reasonable budget and fundraising plan

Clearly defined artist selection and design process through (weighted at 25% of review):

- a clear description of the artist selection/design process
- artistic merit included in the selection process

Clear and inclusive community engagement through (weighted at 25% of review):

- community participation in artist selection, design, and/or artmaking in an inclusive process
- artwork potential to inspire attraction to or engagement with the space, structure, or community
- meaningful access to the artwork and/or activities for people with various disabilities

Grantee Requirements

Grantees will be expected to sign a contract agreeing to specific funding requirements. The Council shares success stories with other communities and continues to support creative placemaking efforts. Therefore, a final report with a narrative, final budget, visual documentation (e.g., photos, drawings, and/or video) of the process and final product will be required at the end of your project. The report will be due no later than 30 days after the completion of the funded activities.

Application Submission and Deadlines

- **April 1, 2025: project pitches due**
- May 16, 2025: finalists invited to develop full proposal
- June 16, 2025: full proposals due
- August 1, 2025: applicants notified of grant award
- September 1, 2025: projects begin
- August 31, 2026: projects completed
- September 30, 2026: final reports submitted

Applications will be submitted through the Council's [online granting system](#). The Council welcomes conversations well in advance of your application. Our role is to help you prepare the strongest possible application and support your process.

Access and Nondiscrimination Policy

The Vermont Arts Council is committed to supporting entities that maintain an environment free from discrimination on the basis of race, religion, color, creed, national origin, age, sex, marital status, sexual orientation, gender identity or expression, genetic bias, disability, citizenship, veteran status, or any other category protected by applicable state or federal law. Arts Council grant recipients who receive federal or state funds must be in compliance with the requirements of Section 504 of Rehabilitation Act of 1973 (504), the Americans with Disabilities Act of 1990 (ADA), and the ADA Amendment Act of 2008 (P.L. 110-325) which became effective on January 1, 2009.

If the public is engaged in the creation of the artwork during the grant period, reasonable accommodations must be made to participants with disabilities (e.g., physically accessible locations with consideration for parking, the path of travel, ramps, and bathrooms; materials in large print or braille; qualified sign language interpreters; assistive listening devices; flexible times for participation, etc.).

Questions?

Inquiries about the Animating Infrastructure program should be made by [sending an email to Michele Bailey](#) or by calling 802.402.4614 (voice and relay calls welcome).

For technical issues relating to the online grant application, [send an email to Meredith Bell](#) or call 802.402.4478 (voice and relay calls welcome).



Animating Infrastructure | FY2026 Project Pitch Preview

The following are the questions and materials for applicants to prepare. Character limits, listed in parentheses, include spaces, individual characters, and punctuation. Applicants may submit one project idea. A budget is not required. Project pitches must be submitted through the Council's [online granting system](#).

Organizational Information

1. Organization name
2. Address
3. City
4. State *Just enter the two-letter abbreviation (VT).*
5. ZIP code
6. County
7. Tax ID/EIN
8. Unique Entity ID (UEI) [Learn how to get the free UEI here](#).
9. Applicant institution
10. Applicant status
11. Is the applicant a 501(c)(3) nonprofit organization, municipality, or educational institution?
11a. If not, list a potential fiscal agent for your organization or group. *You will be asked to upload a completed fiscal agent form if invited to develop and submit a full proposal.*
12. Organization website (optional)
13. Social media (optional) *If your organization has any social media channels to share, provide the link or handle and platform (e.g., @vtartscouncil - Instagram).*

Grant Contact

This person will receive email notifications about this project pitch. Be sure the contact information is correct.

14. Grant contact's first name
15. Grant contact's last name
16. Grant contact's email address
17. Grant contact's phone number

Type of Grant

1. Indicate the type of support you are seeking. *Select one.*
 - Design Grant: Artist Design Fees (\$5,000 maximum)
 - Implementation Grant: Artistic Fabrication and Installation of Art (\$15,000 maximum)
2. Enter the estimated amount of the grant request.

Project Information

1. Summarize your public art in infrastructure project idea in one sentence. (150 characters maximum)
2. Provide the physical address of the project site. (250 characters maximum)
If there is more than one physical address, please include the address for the primary location for the project and describe the other locations in question #1 of the Narrative Questions.
3. Who owns the property where the project will take place? (250 characters maximum)
Include the name, address, and contact information if different from the applicant.

[Design Grants – for artwork that has not yet been designed]

4. We do not require the name of the artist to be included with your project pitch. Artist selection can be completed as part of the design process. If you have an artist you plan to work with, include the name(s) and website(s) of the proposed artist(s). (500 characters maximum)

[Implementation Grants]

5. Implementation grants are for public art that has been designed and is ready to be fabricated and installed and/or implemented. Provide the name(s) and website(s) of the artist(s) being commissioned. (500 characters maximum)

Narrative Questions

Public Art Project and Community Goals (weighted at 50% of review)

1. Describe your community, the place, the site, and the public art project for which you are seeking the grant. (3,000 characters maximum)

When describing your community, say if the place is in a historic district, designated downtown, village center, neighborhood development, rural community, etc. The physical place can be a village/town, a town green, a city block, a vacant building, a main street, two square miles, etc. Include other relevant details such as building or site names, and important landscape or architectural features.

Infrastructure includes but is not limited to community facilities and services such as buildings, trails, water or sewer systems, roads, bridges, power systems, parks, parking lots, vacant or empty spaces, etc. The site is a specific component of the infrastructure project such as the public lobby, plaza, park, gazebo, pedestrian walkways, empty lot, etc. State if the infrastructure is existing or proposed.

What makes your community unique? Is it known for people, events, geography, or activities? What are some unique qualities, characteristics, attributes, or historical facts about the community, the people, or the site that might be celebrated in the final artistic process or product?

Opportunities for functional public art may include bike racks, benches, sidewalks, walls, railings, creative wayfinding, bridges, lightworks, tree grates, trellises, gateways, fire pits, water fountains, etc. Other public art that provides an aesthetic or experiential element at the site, either permanent or temporary, is also eligible.

2. Describe the vision, specific goals, and desired outcomes in the community as a result of this art and/or infrastructure project. (1,500 characters maximum)

What is the long-term picture of what your community will be like in the future? What are the projected end results for this project (e.g., safer, more pedestrian-friendly streets; enhanced community connections or pride; bringing more people into local businesses; improving community livability and vibrancy, etc.)? How will this project help to meet your community goals and outcomes?

3. Explain why this project is important to your community now. (1,500 characters maximum)

This might include the timing of infrastructure projects (for example, the town is about to undergo a reconstruction of the main street and now is the time to integrate functional artistic components). Are there challenges like business loss or declining populations? Is there an opportunity to foster social connections among people with diverse perspectives, differences, and backgrounds to improve community connections?

Leadership and Potential Cross-Sector Partnerships (weighted at 40% of review)

4. Describe your organization, its programs and services, and the population it serves. (1,500 characters maximum)

What is your organization's mission or purpose? Briefly summarize its programs, services, activities, etc. Is your organization led by and/or does it serve underrepresented groups? This may include people of diverse abilities, cultures, genders, and/or ages, people with diverse financial, educational, health, employment, social resources, or people from rural communities.

5. Describe the leadership of your organization and any relevant experience to carry out the project. (1,500 characters maximum)

Does your organization have experience with project management, fundraising, and/or other skills relevant to this project?

6. List and describe any committed or potential cross-sector partners or collaborating organizations. (1,500 characters maximum)

State the partner organization(s) name and potential role in the project. Indicate if any planning has taken place to date.

Clear and Inclusive Community Engagement (weighted at 10% of review)

7. Describe the potential opportunities for community input into the selection of the artist, the design of the art, and/or making of the art. (1,500 characters maximum)

Consider opportunities that foster connections among people of diverse socioeconomic groups, abilities, cultures, genders, and/or ages. Are there relationships you could develop, existing events where design or fabrication of the art could be integrated in, or communication avenues that you could utilize to broaden your reach? How will you intentionally work to break down barriers and inequities and provide more opportunities for participation by underserved and/or under-represented populations in the community? Be specific in describing or listing potential populations and activities. (Sample activities: surveys, parties, events, potluck dinners, interviews, conversations, meetings, art activities, etc.)

Media

Required Images:

Include up to seven (7) images or links to other media samples such as videos. Be sure to include:

- images of the community, potential site(s)/location, maps, or designs of the infrastructure
- images or other visuals that help to identify potential opportunities for artist involvement
- images of potential ideas for the public art at the site (*Does not have to be the actual design, unless you are applying for an implementation grant, and you have some concepts in mind. Images could include concepts from other communities or other artists that excite you and that help to demonstrate your vision/ideas for the art.*)

You will use the description fields in the online application to provide a very brief (250 characters or less) description of the media sample.

Allowed media types and sizes:

- Images as .jpg or .pdf (up to 5MB each)
- Documents as .pdf (up to 5MB each)
- Links to media from YouTube, Vimeo, SoundCloud, etc. *Note that linked media items must be public (not password protected).*

Optional Video:

Applicants may submit a link to a 3-minute video with narration that shows and speaks to the proposed site, the vision for the public art, and how it might help meet community goals. *This may be done informally by walking and speaking into a camera phone or other device. It does not need to be a highly polished or edited video. Be sure that the audio and visuals are clear.*

Additional Information

1. How did you hear about this grant opportunity?

- Browser search
- Other
- Vermont Arts Council e-newsletter
- Vermont Arts Council social media
- Vermont Arts Council website
- Word of mouth

1a. How did you find the website?

1b. Other:

Questions?

Send an [email to Michele Bailey](#) or call her at 802.402.4614.

1. New or existing/modified Site elements including:

- 1.1 Roadway Work: Modifications to Railroad Ave and Ivy Ln includes site demolition, new street drainage, grading, curbs, roadway and paving details, striping, passenger drop off areas, sidewalks and landscaping. The roadway design will meet the City standards and City standard roadway details as applicable. The roadway shall include a Bus drop-off area/lane with a bus boarding area capacity for two (2) 40' buses. Modifications to Ivy Ln includes striping and signage for bicycle connection between existing shared use path (SUP) and Railroad St and changes to intersection at Ivy Ln and Main St.
- 1.2 Station Sitework: Site demolition, ADA ramps, stairways, drainage systems, sidewalks, site furnishings, plaza and sidewalk areas pavers and/or concrete sidewalks, and landscaped areas to accommodate passenger access between the station platform and the public way. Also includes grading, drainage, and stormwater piping to accommodate station.
- 1.3 Station Parking : The existing on-street parking may be modified on Ivy Ln if needed, per the above graphic. Work includes design efforts for site demolition; grading; drainage and stormwater collection system; pavement; sidewalk; curbing and striping.
- 1.4 The stormwater drainage system will be tied into the existing City stormwater system with water quality treatment as required to meet State stormwater regulations and phosphorus loads Preliminary design to be sized approximately to achieve phosphorus removal.
- 1.5 Traffic regulatory and wayfinding signage in accordance with the MUTCD.
- 1.6 Passenger site wayfinding and station entry signage
- 1.7 Landscaping within station site limits and a landscaping plan prepared by a licensed landscape architect for municipal site plan application.
- 1.8 Bicycle parking – Standard bike racks or keyless access bike lockers, if feasible (eg. BikeLink or CycleSafe).

2. New Architectural Structure including:

- 2.1 One (1) large, open-trussed roof canopy, sized to conceal the existing flat roofed station building and the loading areas on both sides. The roof is designed to cover the existing building and provides cover for passengers accessing the two rail cars directly in front of the station. This canopy also provides cover for the bus boarding areas. The design does not have to follow the previous design from 2012 Scoping Study. The canopy aesthetic to compliment the historic area as much as possible given budget limitations.
- 2.2 Bird Deterrent System, passive or active sonic-type system

3. New Electric and Communication Systems including:

- 3.1 Building canopy lighting
- 3.2 Bus boarding area lighting, infrared heaters and electronic bus schedule display board

ASSUMPTIONS

- We assume flood plain and wetlands permitting is not required
- The CONSULTANT may use the previously developed Amtrak CAD files for this project.
- Traffic signals or other traffic devices are not included.
- Environmental Compliance documentation other than those specifically listed in this scope will be by others
- Support during bidding and construction is not included
- Traffic analysis and studies are not included
- Pavement design will be based on City LDC roadway cross section standards.
- A drainage report is not included
- The geotechnical report from the Amtrak project will be used for the 30% design. We assume additional borings will be done for the 60% design plans.
- Record drawings of the existing construction will be provided to CONSULTANT.
- Structural work within the existing building is not included.
- Available drawings of all existing building systems, including electrical panel schedules, lighting, etc. will be provided.
- Assume no road or sidewalk changes on Main St, Lincoln PL and Central St
- It is assumed that no security cameras are required for this design

DETAILED SCOPE BY DISCIPLINE

Task 1 Administration.

Detailed Project Work Plan. The CONSULTANT shall develop a Project Work Plan based on the scope of improvement presented in this proposal, initial meetings with the Owner and preliminary findings.

Project Estimate. The CONSULTANT shall develop a construction cost estimate for this project based on the plans developed for the 30% design. The cost estimate will be arranged in accordance with the CSI MASTERFORMAT.

Project Schedule. The CONSULTANT shall prepare a Construction Schedule in Microsoft Project format to be included for the 30% submission.

Community Engagement. The CONSULTANT shall prepare the following documents and participate in meetings as identified below:

- Draft Communications Plan
 - Assemble stakeholder list
 - Recommend engagement tactic
 - Determine public meeting location and date
- Plan and facilitate one public meeting (hybrid)

- Develop overview presentation
- Graphic design and publishing of meeting materials (poster and handout)
- Develop project text and graphics to be submitted for hosting on city website
- Develop public survey questions, launch survey, compile and evaluate results
- Graphic Design of material for staff to display at in-person public engagement events

FRA Grant Assistance. The CONSULTANT shall provide limited assistance with FRA grant obligation documentation.

Utility Coordination. The CONSULTANT shall coordinate with likely utilities affected by the project. This includes providing documents to utility companies identified as potentially having service within the project areas, the City, NECR and AMTRAK, and identifying service requirements. If, while coordinating with individual utilities, the Consulting Engineer is made aware of unidentified or wrongly identified existing utilities, the Consulting Engineer will inform the City.

Task 2 Preliminary (30%) Plans and Drawings

Civil Engineering. The CONSULTANT shall provide civil engineering documents including the following:

- General requirements plan, abbreviations, reference symbols
- Existing conditions plan (Based on Amtrak provided CAD file)
- Demolition plans with limits of removal, dimensions, and callouts
- Site plan(s) inclusive of all site improvements, adjacent utility infrastructure, limits of work, property lines, site improvements, adjacent urban context, etc. dimensioned, noted and referenced
- Grading and drainage plan with spot elevations, pipe routing and rim elevations, drainage structures, and elevation for platform connections and ADA-compliant slopes.
- Traffic signage and pavement markings drawing
- Utility plan
- Non-standard site specific details
- Standard City Details. VTRANS details to be used if City detail not available.
- Identification of VTRANS Standard Items,
- List of expected specification and Special Provisions sections.
- Material quantity calculations

Landscape Design. The CONSULTANT shall prepare a Preliminary Landscape Concept which depict the conceptual proposed vegetative landscaping, utilizing the VTRANS landscape standards where applicable. Landscape details and planting schedules depicting the species, size, condition, spacing, and location is not anticipated for the Preliminary Landscape Concept. Vegetation selection will account for environmental considerations (sun and wind patterns, existing landscaping, likely soil compression, salt exposure, etc.) and site considerations (safety, accessibility, maintenance, winter interest, etc.).

Construction Staging Plans. The CONSULTANT shall develop Staging Plans to describe a feasible construction sequence which limits bus and railroad disruption, railroad foul time and outages and identifies CONTRACTOR work and lay-down areas. The CONSULTANT will meet with GMT and NECR to review the Staging Plans to receive preliminary approval for the sequence and lay-down areas.

Architectural Design. The CONSULTANT shall develop architectural elements conforming to the Vermont State Building Code including the following documents:

- Project cover sheet and sub-set sheets: dated with project identification, team index, drawing list
 - Reference sheet: Abbreviations, architectural symbols and other reference tags utilized throughout
 - Canopy floor plan
 - Canopy roof plan
 - Canopy reflected ceiling plan
 - Canopy cross section
- Architectural Rendering – One rendering with two views, digital files to be provided. (color 3D, 300 dpi minimum rendering of the proposed building canopy, existing station with current Amtrak project and surrounding site for context.)

Signage and Wayfinding Design. The CONSULTANT shall prepare static wayfinding signage drawings for the area surrounding the site on the civil drawings and coordinated with the platform and railroad related signage is being provided by Amtrak. All signage elements shall conform to the existing Amtrak signage program to the greatest extent possible. Material quantities shall be tabulated for use in the station cost estimate.

Structural. Construction of the Station Canopy. The CONSULTANT shall provide structural design according to applicable codes, including the following documents:

- Structural notes and design criteria.
- Preliminary Station Canopy foundation plan depicting general foundation layout and intended foundation system
- Preliminary Station Canopy framing plan depicting general framing layout and intended framing system
- Geotechnical recommendations will be assumed based on Amtrak geotechnical report and platform design.

Electrical Engineering, Lighting, and Communications Design. Documents shall include:

- Design criteria, reference symbols, abbreviations, performance requirements, and general notes
- Electrical utility coordination is required to reroute existing overhead service to accommodate new building canopy.
- Provide power to serve real time arrival displays and infrared heaters from existing electrical panel in the building.
- Light fixture schedule referencing, product description, manufacturer, catalog number, physical dimensions, mounting, lamping, power requirements. The plans will indicate the maximum light levels allowed under local code.
- Building canopy lighting and lighting controls design
- Building canopy railroad grounding system designed to comply with railroad standards
- Schematic telecom design for real time arrival displays

Task 3 Environmental Permitting

Environmental Permits. The CONSULTANT shall prepare applications and compile required documentation for the following approvals. It is expected that the Owner will assist and provide requested information as needed to complete this task.

Anticipated Efforts and Permits:

- a. Environmental Review (NEPA) – Assumed to be a Categorical Exclusion
 - Agency and local official scoping letters, maps, and packets
 - Data gathering
 - Additional coordination with agencies about anticipated impacts (e.g., 106 coordination, USFWS self-certification)
 - Public involvement
 - Documentation (i.e., CE)
- b. Section 106 (Historic Preservation) Reporting – Specific fieldwork and documentation to be determined

Michael Baker International, Inc. (Michael Baker) will prepare a Project Review Form in order to initiate Section 106 consultation with the Vermont Division for Historic Preservation (VDHP), which serves as the Vermont State Historic Preservation Office (VT SHPO). To the greatest extent possible, Michael Baker will utilize pertinent information contained in the report: *Historic Resources Review for the Essex Junction Train Station Access and Circulation Study, Essex Junction, Chittenden County, Vermont* (Quinn 2015) in order to avoid a duplication of effort.

Approach

All work will be performed by professionals meeting the Secretary of the Interior's (SOI) Standards and Guidelines for Archaeology and Historic Preservation (formerly Professional Qualification Standards for History, Architectural History, and Archaeology Professionals (see 62 Fed. Reg. 33,708 (June 20, 1997); 36 CFR Part 61 (Appendix A) and will comply with

Section 106 of the Historic Preservation Act of 1966 (54 U.S.C. § 306108) and the implementing regulations (36 C.F.R. Part 800) of the Advisory Council on Historic Preservation and the Vermont Historic Preservation Act (22 V.S.A. Chapter 14). The work will be performed in accordance with the Guidelines for Conducting Archaeology in Vermont Archaeological Investigations (2017), Historic Resource Documentation Package Requirements (2023), and other guidance promulgated by the VDHP/VT SHPO.

Initiate the Section 106 Consultation Process

VDHP/VT SHPO Consultation—Project Review Form

Michael Baker will delineate an area of potential effects (APE) for archaeological resources and historic-age (50 years of age or older) aboveground properties for the proposed undertaking. The Vermont Predictive Model for Locating Precontact Archaeological Sites, Archaeological Site Survey files, National Register of Historic Places (NRHP) forms, Vermont Sites and Structures Survey Forms, and pertinent cultural resources management reports curated at the VDHP/VT SHPO will be examined using the Online Resource Center (ORC) and the Vermont Archaeological Sensitivity Model (VTASM) to identify previously recorded archaeological sites and aboveground historic resources in or adjacent to the APE. The review also will assess the level of archaeological work and aboveground properties surveys previously done in the general area. Historical mapping, aerial photography, and other available environmental information will also be examined to identify potential site locations and assess possible disturbances or other issues that may affect the potential to encounter archaeological resources within the APE.

Information obtained from the background research effort will be summarized in a VDHP Project Review Form to be submitted to the VDHP/VT SHPO to initiate Section 106 consultation. The form will include a description of the proposed undertaking, locational information, agency name, agency funding or permitting, a location map, a site plan, project plans, a description and visual representation of the APE for archaeological resources and aboveground properties, a review of previously recorded aboveground properties and archaeological sites, photo-documentation of the project's visual limits, a summary of historic properties present in the APE, and a discussion of the project's potential to affect historic properties. For the purposes of this scope of work, it is assumed that no newly identified historic properties and archaeological sites are present or would be affected by the proposed undertaking. It is also assumed that the project will have no effect on previously recorded NRHP-listed or NRHP-eligible historic properties. Therefore, the remaining three steps of the Section 106 compliance process will not be required, and consultation will end with the submission of the VDHP Project Review Form.

Identification of Historic Properties

Aboveground Properties

A review of online sources identified three previously recorded aboveground properties within the project area. Of those, one is an NRHP-listed historic district and the remaining two are State Register-listed historic districts (Table 1). Additional historic-age aboveground properties exist within or adjacent to the proposed undertaking.

TABLE 1: PREVIOUSLY RECORDED ABOVEGROUND PROPERTIES IN THE ESSEX JUNCTION MULTIMODAL TRAIN AND BUS STATION IMPROVEMENTS PROJECT				
ID/SURVEY NUMBER	NAME	ADDRESS	STATE REGISTER STATUS	NRHP STATUS
04001216	Downtown Essex Junction Commercial Historic District	Roughly bounded by Railroad Street, Railroad Avenue, Main Street, and Maple Street	N/A	Listed 11/01/2004
0405-43	Commercial Center Historic District	Roughly bounded by Railroad Avenue and Main Street	04/09/1980	N/A
0405-44	Central Street Historic District	Roughly bounded by Central Street, Ivy Lane, and Grove Street	Listed 04/06/1980	N/A

Assessment of Adverse Effects

For the purposes of this scope of work, it is assumed that the project activities will not result in an adverse effect on historic properties and that a Determination of Effects Report will not be required.

Resolution of Adverse Effects

For the purposes of this scope of work, it is assumed that the project will result in a finding of No Historic Properties Affected or No Adverse Effect and that a Memorandum of Agreement will not be required.

Scope Assumptions:

- It is assumed that an intensive-level aboveground properties survey will not be required
- It is assumed that the project will result in a finding of No Historic Properties Affected or No Adverse Effect
- It is assumed that a Determination of Effects Report will not be required
- It is assumed that a Memorandum of Agreement will not be required
- No subsurface archaeological or geomorphological investigations will be performed as part of this preliminary assessment
- If necessary, Section 106 consultation with Indian tribes, as outlined in 36 CFR § 800.2, will be performed by the federal agency
- The corresponding budget includes time to address up to one round of comments on project deliverables from the City of Essex Junction and VDHP/VT SHPO
- It is assumed that consulting party consultation, if required, will be conducted via email
- VDHP/VT SHPO requests for additional work beyond the deliverables included above are not included in this scope of work

- c. Conceptual Site Plan Review - The Consultant shall prepare application material for and attend one conceptual site plan public hearing with the Community Development Board. Remote attendance is acceptable.

DELIVERABLES

1.01 Utility Coordination

1.02 Preliminary Engineering (30%) This submission will include the following sub tasks:

- a) Demolition Plans
- b) Civil Plans
- c) Architecture Plans including Cover Sheet, Sub-Set Covers, Code Compliance Plans
- d) Station Rendering, Colored Plan, and presentation of Design at Public Involvement Meeting
- e) Structural Plans
- f) Electrical Plans
- g) Communications
- h) Conceptual Project Estimate
- i) Overall Project Management

1.03 Environmental Permitting

- a) Technical support and documents for submission of Environmental Review (NEPA) – Categorical Exclusion
- b) Section 106 (Historic Preservation) Reporting
 - (1) VDHP Project Review Form (draft and final)
 - (2) List of Potential Consulting Parties
 - (3) Consulting Parties Cover Letter (draft and final)
- c) Local Permitting

The Consultant shall prepare application material for and attend one conceptual site plan public hearing with the Community Development Board. Remote attendance is acceptable.

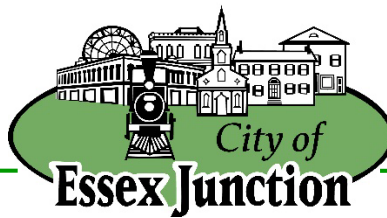
TASK 2 Meetings

The CONSULTANT shall attend meetings and provide meeting notations, lists of issues to discuss at meetings, and digital or paper copies of plans. Meeting agendas and minutes will be by others. It is assumed that the CONSULTANT’S Project Manager, Discipline Manager(s), and/or key technical staff, up to three (3) persons total shall attend meetings. The following meetings are anticipated:

- 1 meeting Project Kickoff on Teams
- 1 meeting Field meeting with all City Agencies
- 1 meeting Stakeholder Coordination on Teams
- 1 meeting Public Engagement Event in person
- 1 meetings Station Concept Presentation in person
- 2 meetings Railroad Company Coordination meetings on Teams
- 1 meeting 30% submittal review

3 meetings City coordination meetings on Teams
(Total 11 meetings)

END OF SCOPE



MEMORANDUM

To: Planning Commission
From: Christopher Yuen, Community Development Director
Meeting Date: March 6, 2025
Subject: Pearl Street Road Diet

Issue: A project to update the scoping study for a Road Diet on Pearl Street between Susie Wilson Road and West Street Extension will begin soon.

Discussion:

As a part of the FY25 Unified Planning Work Program, the City is working with the Chittenden County Regional Planning Commission to update the 2018 scoping study for a proposed Road Diet on Pearl Street. This project is expected to begin in the coming weeks.

An update to the scoping study is necessary because of several challenges with the previously recommended alternative:

1. The cost of the alternative exceeds the amount of funding anticipated to be available for the project
2. The alternative has some duplicative features, so there may be the potential for cost savings if the design is modified
3. The alternative places new trees directly above underground utilities, which is prohibited by the Land Development Code
4. The alternative did not sufficiently consider the needs of public transit operations.

Diagrams of the preferred alternative from the 2018 Scoping Study are attached. The full study can be found here:

<https://www.ccrpcvt.org/vt15-bicycle-pedestrian-study-ethan-allen-ave-west-street/>

Cost:

This memo is for information only

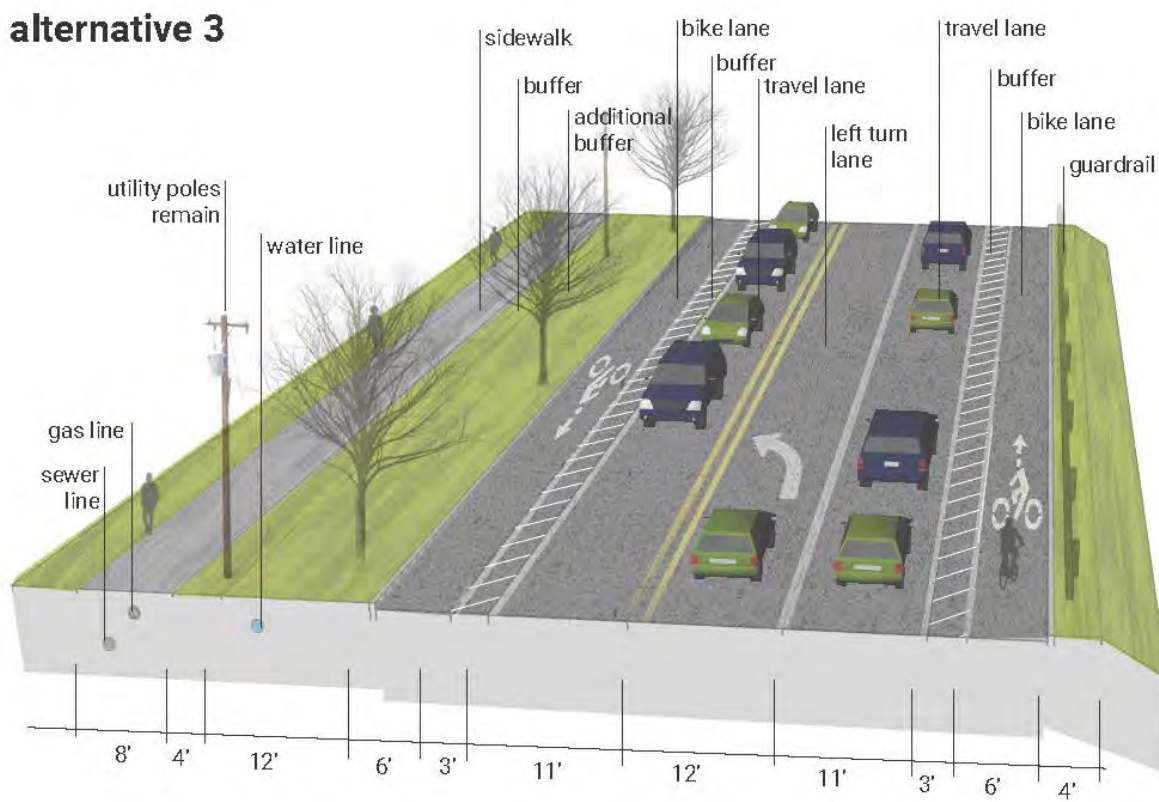
Recommendation:

This memo is for information only

6.3 ALTERNATIVE 3: THREE LANES NO MEDIAN

This alternative removes the existing median and converts the existing 2 travel lanes in each direction into a single travel lane, with a left turn lane for eastbound traffic, and a buffered bike lane in each direction. A typical section of this alternative is shown below, and an alternative plan is on the following page.

Figure 29 Alternative 3 Typical Section



Alternative 3: Three Lanes No Median



0 50 100
SCALE IN FEET

Alternative 3: Three Lanes No Median

