

1 **ESSEX PLANNING COMMISSION**
2 **April 28, 2016**

3
4 **STAFF REPORT**

5 Prepared by Greg Duggan, Town Planner

6
7 **SKETCH PLAN**

8 **MASTER PLAN**

9 **PLANNED UNIT DEVELOPMENT - RESIDENTIAL**

10 **RESIDENTIAL PHASING**

11
12
13 **I. Applicant**

14
15 Tom Chase d/b/a
16 Jericho Road Associates
17 66 Bowdoin Street, Suite 100
18 South Burlington, VT 05403
19
20

21 **II. Proposal**

22
23 The applicant has applied for Sketch Plan review of a Residential Planned Unit Development
24 (PUD-R) on 10.02 acres at 73 Jericho Road, Tax Map 51, Parcel 14. The bulk of the property is
25 located in a Medium Density Residential (R2) zoning district, with the balance – approximately
26 0.2 acres – located in the Resource Preservation District – Industrial (RPD-I) zoning district.
27

28 The applicant is proposing 28 residential units on the property, with a mix of two- and three-
29 bedroom townhouses. All units would be sold. Because the units are all multi-family buildings,
30 the applicant is requesting a density bonus that will require the inclusion of seven affordable
31 housing units.
32

33 The property is bordered by an R2 district to the north, east, and west. The R2 district includes
34 residential uses and Lamell Lumber. The RPD-I district south of the property contains industrial
35 and commercial uses.
36

37 The residential lots would be subject to the Town's Residential Phasing Policy.
38
39

40 **III. Background**

41
42 The Planning Commission approved a boundary line adjustment between 73 Jericho Road and 7
43 Corporate Drive in May 2015. The boundary adjustment transferred 0.18 acres from 7 Corporate
44 Drive to 73 Jericho Road.
45

46 The property contains an abandoned house that would be removed if the project receives Final
47 subdivision approval.

48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91

IV. Article II, Section 2.6 of the *Subdivision Regulations*: Sketch Plan

The applicant has applied for Sketch Plan approval pursuant to the *Town of Essex Outside the Village of Essex Junction Official Subdivision Regulations* (Articles II, III, IV). Section 2.6 of the *Zoning Regulations* requires Sketch Plan approval “for all subdivisions except boundary adjustments and simple parceling.” Sketch Plan Review is meant

to explore the options for the overall subdivision concept and layout, including uses and open spaces, in relation to the objectives of the Town Plan, the characteristics of the site and characteristics of the surrounding area, and to determine that the proposed subdivision appears consistent with the requirements of these Regulations and the Town’s Zoning Regulations.

Per Section 2.6(D)(12) of the *Subdivision Regulations*,

The Planning Commission shall modify and approve or disapprove the Sketch Plan, including preferred layout. If the applicant has submitted more than one plan, the Commission may take action on one of the proposed alternative layouts submitted with the application. Written comments on the Sketch Plan which clearly express the results of the Commission’s review shall be sent to the applicant. Sketch Plan approval constitutes authorization to proceed to the next step in the subdivision approval process. Sketch Plan Approval is not binding and does not guarantee Preliminary or Final Subdivision Approval.

The proposed project is considered a major subdivision because it would have more than six lots and would require a new road and the extension of public water and sewer lines. Major subdivisions must receive Sketch, Preliminary and Final plan approval.

(A) Plans:

The Applicant has submitted the following plan:

- Plan Sheet 1, “Overall Site Plan, Jericho Road Associates, Planned Unit Development, Jericho Road, Essex Junction, VT,” prepared by O’Leary-Burke Civil Associates, PLC, dated 2/2/16, revised 4/8/16.

(B) Article IV: Subdivision Standards of the *Subdivision Regulations*

The Planning Commission must evaluate any proposed subdivision based on the standards of Article IV of the *Subdivision Regulations*. Standards include conformance to the *Town Plan* and *Town of Essex Outside the Village of Essex Junction Official Zoning Regulations*. Other applicable standards relate to public safety, natural features, streets, sidewalks, open

92 space, availability of water and sewer, and stormwater management.

93
94 **1. Section 4.1, Standards Applicable to All Subdivisions**

- 95
96 a) **Conformance with the *Town Plan*.** Section 4.1(P) of the *Subdivision Regulations*
97 requires all subdivisions to conform to the *Town Plan*. The project complies with
98 the following goals and objectives of the 2016 *Town Plan*:

99
100 *Goal 4a: The housing needs of Essex's projected resident population are*
101 *met, particularly for low- and moderate-income residents.*

102
103 *Goal 4b: A diversity of housing types, including microhousing and choices*
104 *between rental and ownership, is provided.*

- 105
106 b) **Conformance to the *Zoning Regulations*, Table 2.5, Medium Density**
107 **Residential District (R2), and Table 2.14, Resource Preservation District –**
108 **Industrial (RPD-I).** Section 4.1(G) of the *Subdivision Regulations* requires all
109 subdivisions to conform to the *Zoning Regulations*. Although the project site spans
110 two zoning districts, R2 and RPD-I, 98 percent of the land lies in the R2 district.
111 Section 2.2(E) of the *Zoning Regulations* specifies,

112
113 *When a zoning district boundary established by these regulations divides a*
114 *lot, the dimensional requirements for the more restrictive zone may be*
115 *applied to the lot. Criteria such as site conditions, location of sewage*
116 *disposal and water systems, and house siting may be factored into the*
117 *decision by the Planning Commission.*

118
119 Staff recommends that the Planning Commission apply the dimensional
120 requirements of the R2 district. Table 2.5 of the *Zoning Regulations* describes the
121 purpose of the R2 district:

122
123 *The purpose of the Medium Density Residential District is to facilitate*
124 *residential development in areas inside the "Sewered Core Area" as defined*
125 *in the most recently adopted Town of Essex Sewer Allocation Policy.*
126 *Connection to municipal water service shall be required Connection to*
127 *municipal sewer service shall be required where installation of these*
128 *facilities is feasible or deemed necessary. Densities and lot sizes are based*
129 *either on the provision of off-site services or the ability to accommodate on-*
130 *site services.*

- 131
132 i) **Permitted Uses.** Multi-family dwellings are allowed in R2 districts when they
133 are part of a PUD-R.

137
 138
 139
 140

ii) District Dimensional Requirements.

Dimensional Requirement	R2	PUD-R	Proposed
Minimum Lot Area	20,000 sf	10 acres	10.02 acres
Minimum Lot Area per Dwelling Unit	20,000 sf		15,588 sf
Average Lot Area per Dwelling Unit		10,000 sf	15,588 sf
Minimum Lot Frontage	100 ft.	75 ft.	Approx. 1,810 ft.
Minimum Front Setback (from ROW)	40 ft.	20 ft.	24 ft.
Minimum Side Setback	15 ft.	30 ft.	50 ft.
Minimum Rear Setback	20 ft.	20 ft.	50 ft.
Minimum Buffer/Surface Waters	50 ft. (class II wetlands)	50 ft.	50 ft.
Minimum Lot Coverage – Multifamily	40%	PUD requirements apply	
Maximum Height	40 ft.		

141
 142
 143
 144
 145
 146
 147
 148
 149
 150
 151
 152

Within a PUD-R, the Planning Commission can allow a residential density of 10,000 square feet of lot area per dwelling unit. Front setbacks in a PUD-R can be 20 feet with a creative design. PUD requirements will be covered in more detail in Section VI of this staff report.

The RPD-I district has a 200-foot buffer next to residential zoning districts. The lot at 73 Jericho Road contains a portion of that buffer. Setback requirements for the lot will ensure that no development occurs in the buffer, apart from a water line and a sewer force main. Underground utility easement crossings are permitted in the 200-foot buffer.

2. Section 4.3, Preservation of Natural Features

153
 154
 155

a) Natural Features. The *Subdivision Regulations* specify,

156
 157
 158
 159
 160
 161
 162

Outstanding natural features of the site, including groves of trees, watercourses and falls, historic sites, exceptional views, and similar irreplaceable assets, shall be preserved. The Planning Commission may require building envelopes to be specified for some or all buildings where it is necessary to carefully define building locations and heights in order to protect the natural features listed in this section or identified on the Significant Features Reference Map.

163
 164
 165
 166
 167

The site is mostly an open field, with some wooded areas along the western and southern property boundaries. The southwest corner of the property contains a wetland with open water.

Sketch Plan Review
73 Jericho Road
April 28, 2016

168 The field portion of the lot is primarily flat. Steeper areas along the southern and
169 western property boundaries slope downward to the wetland. The applicant did not
170 indicate the grade of the slopes, but if any slopes are 20 percent or greater, the
171 applicant should be required to recalculate the amount of developable land and
172 allowable density.

173
174 The Significant Features Map, Map 19 in the 2016 *Town Plan*, does not show any
175 features on the property.

176
177 The Vermont Agency of Natural Resources' Natural Resource Atlas shows statewide
178 prime agricultural soil on the open portion of the property.

179
180 **i. Natural contours.** Section 4.3(A)(1) of the *Subdivision Regulations* specifies that
181 subdivisions shall retain the natural contours of land and conserve natural cover
182 and soil as much as possible.

183
184 Grading would occur for the installation of a new public road, as well as for the
185 townhomes and their driveways. Building envelopes, setbacks, and wetland
186 buffers would largely prohibit development on the steeper slopes. The applicant
187 did not specify whether existing trees would be removed, and should be required
188 to do so with the Preliminary Plan application, if the Planning Commission
189 approves the Sketch Plan.

190
191 **ii. Erosion and Stormwater Control.** Section 4.3(A)(2) of the *Subdivision*
192 *Regulations* requires erosion and stormwater control plans when subdivision
193 improvements on slopes, unvegetated areas, or areas with fragile soil conditions.
194 The Sketch Plan shows an infiltration swale on the north side of the new public
195 road. Section IV(B)9 of this Staff Report covers stormwater management and
196 erosion control in more depth.

197
198 **iii. Topsoil Removal.** Per Section 4.3(A)(3) of the *Subdivision Regulations*, "topsoil
199 removed in the process of grading the subdivision site shall be replaced to an
200 average depth of four (4) inches (10 cm) with a minimum depth of two (2) inches
201 (5 cm) and the site seeded in accordance with Soil Conservation Service
202 recommendations and the Town's Public Works Specifications."

203
204 **iv. Wetlands.** The property contains a small pond in its southwest corner, which the
205 Site Plan designates as a Class II wetland. The *Subdivision Regulations* specify,

206
207 *No building, building envelope, road, sidewalk or utility shall be located*
208 *within wetlands ... and associated buffers, except as specified in Section*
209 *3.11(F) of the Town's Zoning Regulations.*

210
211 If the Planning Commission approves the Sketch Plan, staff recommends
212 including a condition that the applicant be required to submit comments from a

Sketch Plan Review
73 Jericho Road
April 28, 2016

213 qualified wetlands ecologist confirming the wetland delineation. The Preliminary
214 Plan will need to be revised to show a building envelope that remains outside the
215 wetland buffer. Because the applicant proposes the extension of water and sewer
216 lines through the wetland and buffer, the applicant should also be required to
217 submit comments from the Vermont Department of Environmental Conservation
218 as to whether the project will require a state wetlands permit. If such a permit is
219 required, the applicant shall obtain it prior to Preliminary Plan review.

- 220
221 **v. Lot sizes.** The *Subdivision Regulations* encourage the smallest possible lot sizes
222 that can site the primary use, accessory buildings, and access driveways. Small lot
223 sizes are intended to maximize the amount of open space.

224
225 With Planning Commission authorization, PUD-Rs in the R2 district can have an
226 average lot area per dwelling unit of 10,000 square feet. With 28 units, the
227 proposed PUD-R would have an average of 15,588 square feet per dwelling unit.

228
229 The townhouses would have footprint lots, and would share a large common area
230 of approximately 2 acres in the center of the lot.

- 231
232 **vi. Forested areas.** When a subdivision is proposed in a forested area, the
233 *Subdivision Regulations* require the developer to submit recommendations from a
234 professional forester regarding the location of subdivision improvements and the
235 removal of trees.

236
237 Staff does not believe the wooded area along the south and west property
238 boundaries is large enough to require input from a professional forester, but staff
239 does recommend that the Preliminary Plan show existing and proposed tree lines.
240 The portion of the property that lies within the RPD-I's 200-foot buffer must
241 remain forested, and staff recommends that the applicant retain as many trees on
242 the site as possible.

- 243
244 **b) New Trees.** The *Subdivision Regulations* require new street trees in areas where none
245 exist, or where existing trees would suffer life-shortening damage during
246 construction. At least one street tree needs to be provided for each 50 feet of frontage.

247
248 The Sketch Plan shows street trees along VT Route 15 and along the new public road,
249 but street trees are proposed at a density less than is required by the regulations. With
250 more than 900 feet of frontage along VT Route 15, the site would require at least 18
251 street trees along the state highway; the applicant has proposed nine. The new road,
252 with nearly 1,800 feet of frontage, would need 35 street trees; the applicant has
253 proposed 19.

254
255 If the Planning Commission approves the Sketch Plan, it should require the applicant
256 to show the appropriate number of street trees on the Preliminary Plan; the
257 Preliminary Plan should also indicate which species will be used for street trees.

258
259
260
261
262
263
264
265
266
267
268
269
270
271
272
273
274
275
276
277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300
301
302

Street trees would need to be guaranteed for five years after the Town takes over the public road.

- c) **Water Bodies and Adjacent Buffer Areas.** The *Subdivision Regulations* prohibit the piping, damming, or alteration of any natural watercourse without the approval of the Town and, where applicable, the State Department of Environmental Conservation. Construction and site modifications to streams and their associated buffers are only allowed in conformance with Section 3.11 of the *Zoning Regulations*, which provides protections for surface waters and wetlands. Approved construction along streams and buffers must conform to the applicable requirements of the Town’s Stormwater Management Ordinance.

The site contains a small pond, which the applicant identifies as a Class II wetland. As noted above in Section IV(B)2(a)iv of this staff report, the applicant should be required to submit comments from a wetlands ecologist confirming the designation and delineation of the wetland. Whether the water body is considered a pond or wetland, the applicant will need to adhere to applicable buffer and stormwater management requirements.

3. Section 4.4, Blocks and Lots – Planning and Design Standards

The proposed subdivision does not contain any blocks.

The applicant would create footprint lots for the individual residential units. Each unit would have access to a public street, with driveways coming off the new road.

Lots also need to be laid out to provide positive drainage away from all buildings. The applicant will need to provide more details about grading and stormwater management with the Preliminary Plan, if the Planning Commission approves the Sketch Plan.

4. Section 4.5, Streets

Streets need to be suitably located, of sufficient width, and adequately constructed to accommodate prospective traffic, emergency vehicles, and road maintenance equipment. The arrangement of streets needs to be coordinated with existing and planned major and collector streets.

Streets need to adhere to design standards established in the *Subdivision Regulations*.

The applicant plans to build a new street coming off VT Route 15 to serve the residences. The street would need to meet the standards for Type I Urban Design, which requires a 30-foot wide paved road, full or partial curbs, a collected storm drainage system, concrete sidewalks or paved walkways, streetlights, and other amenities set forth in the Public Works specifications.

303
304
305
306
307
308
309
310
311
312
313
314
315
316
317
318
319
320
321
322
323
324
325
326
327
328
329
330
331
332
333
334
335
336
337
338
339
340
341
342
343
344
345
346
347

The 890-foot-long dead-end road would end in a cul-de-sac. Per Table 4.1 of the *Subdivision Regulations*, dead-end roads can be up to 900 feet long. The road would meet the required width of 30 feet. Turn-arounds must have a diameter of 100 feet, with a right-of-way diameter of 120 feet. The applicant has proposed a turnaround with a diameter of 80 feet and a right-of-way of 110 feet. If the Planning Commission approves the Sketch Plan, the Preliminary Plan should be revised so that the street adheres to turnaround requirements.

The applicant did not submit traffic projections for the project, and should be required to do so as part of a Preliminary Plan application. Prior to Preliminary Plan review, the applicant will also need to obtain a letter of intent from VTRANS to access VT Route 15.

The applicant has not proposed a name for the new street. Any name would have to be approved by the Selectboard in accordance with E-911 requirements.

a) Police Department. The Police Chief did not have any concerns with the Sketch Plan for the proposed subdivision.

b) Public Works Department. Public Works commented on traffic and road layout in a memorandum dated April 2, 2016, writing,

A traffic study will be required to determine the impact of the development as proposed. Earlier traffic studies within the area have been prepared by the applicant's engineer and these studies will need to be expanded to include the traffic generated by the proposed development. The study shall include traffic impacts at the new proposed intersection and analyze the impacts to the intersections of Allen Martin Drive and VT RT 15.

It appears that the proposed road will only be curbed on one side to allow for surface flow off of the road edge to the storm infiltration swale. It appears this swale is outside of the proposed ROW. Will there be an easement provided to the Town for the storm water BMP?

The proposed cul-de-sac appears to be 80-feet. The minimum diameter for a cul-de-sac per the Town of Essex Specifications for Construction is 100-feet.

5. Section 4.6, Sidewalks – Planning and Construction Standards

The *Subdivision Regulations* require the installation of sidewalks or paved on both sides of new streets in a subdivision, although dead-end roads only need to have sidewalks on one side. The *Subdivision Regulations* also require the installation of sidewalks on the adjacent side of an existing street when the street is located in a medium density residential zone. Sidewalks need to be installed in accordance with the requirements of

348 the Public Works Specifications.

349

350 The Sketch Plan shows a 5-foot-wide sidewalk running between the new road and the
351 townhomes.

352

353 The applicant has not proposed a sidewalk along VT Route 15. The closest sidewalks on
354 VT Route 15 are approximately 600 feet to the west and 800 feet to the east, at the
355 intersection of Allen Martin Drive and VT Route 15.

356

357 Public Works, in a memorandum dated April 2, 2016, wrote,

358

359 *The applicant shall provide an easement and a 10-foot wide paved multiuse*
360 *pedestrian path along the entire lot frontage with Jericho Road, (VT RT 15). This*
361 *paved path must meet current VTrans standards for a multiuse path with a State*
362 *Highway ROW.*

363

364 The Parks and Recreation Director, in a memorandum dated February 5, 2016, wrote,

365

366 *The department is looking for more information ... verifying a sidewalk will be*
367 *installed in the development.*

368

369 If the Planning Commission approves the Sketch Plan, staff recommends including a
370 requirement that the Preliminary Plan show a 15-foot-wide non-motorized, multi-use
371 access easement along VT Route 15 and a 10-foot-wide paved, multi-use pedestrian
372 path.

373

374 **6. Section 4.7, Land for Public Open Space and Recreational Use**

375

376 The *Subdivision Regulations* allow the Town to accept land reserved for public
377 recreation purposes in lieu of all or part of recreation impact fees. Trails and
378 conservation greenways identified in the *Town Plan* must be accommodated within open
379 space and recreation areas.

380

381 As noted in a February 5, 2016 memorandum from the Parks and Recreation Director,
382 the project will be subject to recreation impact fees:

383

384 *The proposed site plan for a 28-unit project will have an impact on the delivery of*
385 *municipal recreational services. Each residential unit would be subject to*
386 *Recreational Impact Fees.*

387

388 Several *Town Plan* maps show proposed trail networks in the vicinity of the project. The
389 proposed horseback map (Map 5) shows a trail along the southern property boundary,
390 and maps for proposed cross-country ski (Map 6), footpath (Map 7), and bicycle (Map
391 8) networks identify the RPD-I as a “parcel with extensive trails.” The Sketch Plan
392 shows existing trails on abutting properties to the south; a sliver of one trail crosses the

393 southeast portion of 73 Jericho Road.

394

395 The project design calls for an open space area between VT Route 15 and the new road.

396 The Parks and Recreation Director requested more information about how the open

397 space at the front of the PUD would be used.

398

399 In a project narrative submitted April 13, 2016, the applicant's engineer wrote,

400

The open spaces shall be owned and controlled by the Home Owners Association.

402 *The Home Owners Association will decide what they want to do with the open*

403 *spaces. They may choose to make a ball field, gardening area, sitting area with*

404 *benches, or even put up a swing set. With Sand Hill Park being so close,*

405 *proposing to put a park in the open space would be repetitive.*

406

407 Because much of the site features statewide prime agricultural soil, staff strongly

408 recommends that the applicant consider a community garden area on a portion of the

409 open space area.

410

411 **7. Section 4.8, Utility and Access Easements and Improvements**

412

- 413 **a) Easements for Utilities, Drainage and Access.** When utilities or drainage facilities
414 cannot be installed in street rights-of-way, applicants must provide the Town with
415 perpetual, unobstructed easements. The easements shall be centered on rear or side
416 lot lines and have satisfactory access to the street.

417

418 The Planning Commission can require perpetual, unobstructed easements to
419 facilitate non-motorized, multi-use facility user access to public open space or
420 adjacent properties as part of a proposed contiguous access plan.

421

422 Staff recommends that the applicant provide easements over the stormwater
423 infiltration swale and along VT Route 15.

424

425 The applicant should also be required to provide water and sewer easements to the
426 Town where public lines lie outside the right-of-way. Although Section 4.8(A)(2) of
427 the *Subdivision Regulations* requires easements to be at least 30 feet wide for
428 pipelines buried 10 feet or less in the ground, Public Works requested a 20-foot-wide
429 easement in its April 2, 2016 memorandum.

430

- 431 **b) Utility Improvements.** Public utility improvements shall be installed in accordance
432 with Public Works Specifications, and shall be installed underground unless doing so
433 is infeasible.

434

435 **8. Section 4.9, Water Supply and Waste Water Systems**

436

- 437 **a) Water Supply.** When a public water supply is reasonably accessible, applicants are

Sketch Plan Review
73 Jericho Road
April 28, 2016

438 required by the *Subdivision Regulations* to connect to the public system. The
439 applicant intends to connect to the municipal water system at an existing water main
440 on VT Route 15, and by extending an 8-inch waterline from the abutting parcel to
441 the south.

442
443 Public Works, in a memorandum dated April 2, 2016, wrote,

444
445 *An analysis of the water distribution system will be required to determine*
446 *issues of water pressure and flow caused by future demands of the proposed*
447 *project within the Town's service area. The Town will require the applicant*
448 *to provide the data for the proposed water system to the Town's design*
449 *consultant for input into the water model. The model will be run by the*
450 *Town's consultant. Any deficiencies within the proposed or existing water*
451 *distribution system shall be addressed by the applicants engineer prior to*
452 *Preliminary review. All costs associated with running the Town's water*
453 *model shall be the responsibility of the applicant.*

454
455 *Water service connections with curbstops will be required for each of the 28*
456 *proposed units. All service curb stops must be located outside pavement and*
457 *concrete. Each individual water service shall have a Town water meter.*

458
459 *The Town will require a 20-Foot permanent easement centered on the*
460 *proposed water line.*

461
462 *The municipal water connection fees for the project as proposed will be as*
463 *follows;*

464
465 *Water: (3,920 GPC X \$5.65) = \$22,148.00*

466
467 *In addition to water initiation fee based on flow, there is component of the*
468 *initiation fee consisting of a connection cost of \$1000 per connection. With*
469 *28 individual water connections on the proposed plan, an additional*
470 *\$28,000.00 in water fees would be charged. The total water fee for the*
471 *project as proposed is **\$50,148.00**.*

472
473 *Public Works will review technical content at the Preliminary submittal of*
474 *this project.*

475
476 The Fire Chief commented on the water system, in relation to hydrants, in an email
477 dated April 22, 2016:

478
479 *Is there a reason the hydrants show so far away from the street? I'd also like*
480 *to see the existing hydrant plotted on this which sits out on Route 15.*

481
482 *My preference is a hydrant located close to the corner of the street and Rt 15*

483 *and another hydrant after the first curve and the last hydrant where it is*
484 *proposed at the culdesac.*

485
486 **b) Waste Water Systems.** The property lies inside the Town's sewer core area, and the
487 applicant plans to extend a force main from an abutting property to the south to
488 provide sewer service.

489
490 Public Works commented on wastewater in a memorandum dated April 2, 2016:

491
492 *Public Works requires the applicants engineer to submit a sanitary sewer*
493 *impact study, documenting all the downstream impacts to the existing sewer*
494 *infrastructure caused by the proposed development.*

495
496 *The proposed development is located with the Town's sewer core and has*
497 *5,000 GPD of assigned sewer allocation. The development as proposed*
498 *requires 3,920 GPD of sewer allocation. The project has sufficient sewer*
499 *allocation to proceed. The applicant will be required to purchase this*
500 *allocation for each unit prior to construction.*

501
502 *The municipal sewer connection fees for the project as proposed will be as*
503 *follows;*

504
505 *Sewer: (3,920 GPD X \$9.75) = \$38,220.00*

506
507 *In addition to the sewer initiation fee based on flow, there is component of*
508 *the initiation fees consisting of a connecting cost of \$1000 per connection. In*
509 *the past, most multi-family structures have single service connection to the*
510 *municipal sewer. Assuming similar construction, 8 buildings / sewer*
511 *connections as indicated on the proposed sketch plan, an additional*
512 *\$8,000.00 in sewer fees would be charged. The total in sewer fees to be paid*
513 *by the applicant will be \$46,220.00.*

514
515 *Public Works is of the opinion that if the sanitary sewer system remains as*
516 *designed, the Town will not take on ownership of the sanitary sewer*
517 *infrastructure and all will remain private. When new development projects*
518 *come to the Town, Public Works is charged with assessing the proposed*
519 *infrastructure and its impacts on the existing facilities with the Town. Being*
520 *this project is within the Town sewer core, with at least six additional lots*
521 *and possibly more bordering the parcel to the east that have sewer allocation*
522 *assigned to it, the Town's preferred alternative would be to provide for the*
523 *connection of adjacent lots to any new sewer infrastructure that will be*
524 *constructed as part of this project.*

525
526 *Public Works strongly recommends that the new gravity sewer infrastructure*
527 *be redesigned to allow for gravity sewer connections to existing homes along*

528 *Circle Drive. Staff would recommend that sewer service connections be*
529 *provided to each property along the route of the gravity sewer line to include*
530 *existing homes on Circle Drive, whether or not a connection will be made at*
531 *this time. If the applicants engineer redesigns the sanitary sewer system to*
532 *provide for future growth with in this service area of the sewer core, the*
533 *Town would be willing to take responsibility for the proposed infrastructure.*
534 *Although the developer is likely to disagree with this position, it is a firm one*
535 *as far as the Town is concerned.*

536
537 **9. Section 4.10, Stormwater Management and Erosion Control**
538

539 The *Subdivision Regulations* require all proposed subdivisions to include a stormwater
540 management and erosion control plan that adheres to the Town’s Stormwater
541 Management Ordinance. The plan must address stormwater management and erosion
542 control during and after construction.

543
544 In the project narrative dated February 1, 2016, the applicant’s engineer said the site’s
545 sandy soils should allow stormwater to infiltrate. Although the Sketch Plan shows a
546 stormwater infiltration swale near the new road on the site, the applicant will need to
547 provide more detailed information about stormwater management and erosion control
548 with a Preliminary Plan application.

549
550 Public Works wants to meet with the applicant prior to Preliminary Plan submittal to go
551 over stormwater plans. In a memorandum dated April 2, 2016, Public Works wrote,

552
553 *The applicant’s engineer will need to meet with the Town staff regarding the*
554 *storm water design during development of the preliminary plans. Detailed storm*
555 *calculations shall be provided to public works for review.*

556
557 *Public Works Staff would like to review and offer input before any storm water*
558 *application is made to the state for a stormwater permit.*

559
560 **10. Section 4.11, Monuments and Lot Markers**
561

562 If the project obtains Final Plan approval, the applicant shall install concrete monuments
563 and lot markers to the standards specified in Section 4.11 of the *Subdivision*
564 *Regulations.*

565
566
567 **V. Article II, Section 2.7 of the *Subdivision Regulations*: Master Plan**
568

569 *Subdivision Regulations* require a Master Plan “for any project which is intended to be developed
570 in phases and for which approval of only one phase is currently requested, or for any project
571 where development of only part of the parcel is proposed and the remaining land exceeds in area

572 three times the minimum lot size in the district in which the subdivision is located.”

573

574 Per Section 2.7(B) of the *Subdivision Regulations*, a Master Plan serves the following purpose:

575

576 *The purpose of the preparation and review of a Master Plan by the Planning Commission is*
577 *to acquaint the Commission with the entire tract of land without requiring the presentation*
578 *of extensive surveying, engineering, or design data, to identify significant features*
579 *warranting future protection, and to facilitate anticipated future development in an orderly*
580 *manner. Applicants are encouraged to explore different schemes by presenting alternative*
581 *plans that represent thoughtful site planning and are in conformance with the Town Plan*
582 *and Bylaws.*

583

584 Staff believes the Sketch Plan provides an adequate development plan for the site, and does not
585 believe a Master Plan is required for the proposed project.

586

587

588 **VI. Article VI of the Zoning Regulations: Planned Unit Development**

589

590 Planned Unit Developments are allowed in various zoning districts as authorized in Article II of
591 the *Zoning Regulations*. PUDs must also meet the requirements of Article VI of the *Zoning*
592 *Regulations*. Section 6.0(B) describes the purpose of PUDs:

593

594 *PUDs shall be allowed in order to fulfill the purpose of these Regulations as set forth in*
595 *Article I, and to meet the purposes, goals and objectives set forth in the Essex Town Plan*
596 *– specifically those goals and objectives relating to land use, clustering of development,*
597 *affordable housing, and protection of agricultural soils and natural features.*

598

599 Planned Unit Developments – Residential (PUD-Rs) are allowed in R2 zoning districts. Section
600 6.3(A) of the *Zoning Regulations* lays out the review procedures for PUDs. When PUDs involve
601 the subdivision of land, including the creation of footprint lots, the Planning Commission must
602 review the PUD as a major subdivision. The subdivision review appears above in Section IV of
603 this Staff Report.

604

605 **(A) Section 6.4, General Standards (Applicable to All Planned Unit Developments)**

606

607 **1. Conformance**

608

609 PUDs must conform to the *Town Plan* and meet all other applicable provisions of the
610 *Zoning Regulations*. Section IV(B)(1) of this Staff Report details the proposed PUD’s
611 conformance to the *Town Plan* and dimensional requirements of the *Zoning*
612 *Regulations*.

613

614 **2. Uses**

615

616 Uses within a PUD cannot differ substantially from the allowed uses of the underlying
617 zoning district, and multi-family dwellings are permitted in R2 districts when they are
618 part of a PUD-R.

619
620 **3. Purposes**

621
622 A PUD must be consistent with the purposes of the district in which it is located and
623 with Section 6.0 of the *Zoning Regulations*. Section IV(B)(1)(b) and Section VI of this
624 Staff Report detail the proposed PUD's consistency with the zoning districts and
625 Section 6.0 of the *Zoning Regulations*, respectively.

626
627 **4. Multiple Buildings**

628
629 The Planning Commission can approve multiple buildings on a single lot if doing so
630 achieves the purposes of a PUD. The applicant has proposed eight multi-family
631 buildings on a single lot.

632
633 **5. Density Calculations**

634
635 To calculate density on a PUD, public and private roads, floodplains, floodways,
636 wetlands, and lands with slopes greater than 20 percent must be subtracted from the
637 total acreage of the lot.

638
639 In a project narrative submitted April 13, 2016, the applicant's engineer calculated the
640 developable acreage of the lot at 347,838 square feet, or 7.99 acres:

641

642	<i>Parcel Size:</i>	<i>436,773 sf</i>
643	<i>Wetland Area</i>	<i>28,785 sf</i>
644	<i>ROW Area</i>	<i><u>60,150 sf</u></i>
645	<i>Net Developable</i>	<i>347,838 sf</i>

646

647 **6. Density**

648
649 The Planning Commission can allow greater density within developable portions of a
650 PUD if the shift is necessary to enable innovation in design and layout for a more
651 efficient use of land.

652
653 Conventional developments in R2 districts require 20,000 square feet per dwelling unit
654 when off-site water and sewer are provided. Such density requirements would allow the
655 applicant to have 17 dwelling units on the property. The applicant is seeking a density
656 bonus to build 28 units on the site, which would result in an average density of 15,588
657 square feet per dwelling unit.

658
659 When approving greater concentration or density on developable portions of a PUD, the
660 Planning Commission shall require that it be offset by a lesser concentration in other

661 areas, or that an amount of land at least equal to that needed to support the shifted
662 density under normal density requirements be set aside as common or open space and
663 be secured by a grant, easement, or covenant to the Town.

664
665 The applicant's engineer spoke to the project layout in the project narrative submitted
666 April 13, 2016, writing,

667
668 *Consideration has been given to multiple site layouts. The proposed design was*
669 *chosen for aesthetic and open space reasons. While a double loaded road would*
670 *reduce the length of the required roadway, the proposed design provides for a*
671 *more attractive view from Route 15 by eliminating views of backyards and*
672 *places emphasis on the large, open space in the center of the project.*

673
674 Density bonuses are covered in more detail in Section VI(A)11 of this staff report.

675 676 **7. Roads**

677
678 Certain roads in a PUD may be required as public roads, including the principal entry to
679 a PUD and cul-de-sac roads 300 feet or longer.

680
681 The applicant plans to construct an 890-foot-long public road to serve the PUD.

682 683 **8. Open Space**

684
685 Open spaces within a PUD shall include lands identified on the Significant Features
686 Reference Map, land determined to be undevelopable, and land intended for
687 recreational uses.

688
689 The property does not contain any resources shown on the Significant Features Map.
690 The property does contain a wetland, and the applicant has also designed the PUD to
691 contain open space in the middle of the lot.

692
693 As described in the project narrative submitted on April 13, 2016, a homeowners
694 association would own and control the open space in the PUD.

695 696 **9. Covenants**

697
698 The developer must supply protective covenants to insure orderly and controlled
699 development of the PUD.

700
701 The applicant plans to provide covenants for Preliminary Plan review.

702 703 **10. Impact Fees**

704
705 PUDs are subject to impact fees enacted by the Town in accordance with state law. If,

706 however, the applicant is required to provide land or construct facilities explicitly
707 included in the calculation of impact fees, the applicant can apply for a credit against
708 the impact fees.

709
710 If approved, the PUD will be subject, at a minimum, to recreation impact fees.

711
712 **11. Residential Density Bonuses**

713
714 The Planning Commission can grant density bonuses in R2 districts for developments
715 that meet certain criteria.

716
717 The Planning Commission can grant density bonuses up to 200 percent in R2 districts if
718 a development consists exclusively of multi-family housing. If the Commission grants
719 such a density bonus, 25 percent of all units must be perpetually affordable.

720
721 The applicant is proposing a PUD that would consist entirely of multi-family housing,
722 and has requested a density bonus of 165 percent to allow 28 units. If the Planning
723 Commission approves the PUD, seven of the 28 units will need to be perpetually
724 affordable.

725
726 When a development receives a density bonus, the *Zoning Regulations* require that all
727 units meet the Energy Star standards as defined by Efficiency Vermont.

728
729 **(B) Section 6.8, Planned Unit Development – Residential (PUD-R)**

730
731 PUD-Rs are allowed in R2 zoning districts if they meet the requirements and intent of
732 Article VI of the *Zoning Regulations*, Planned Unit Development. Section 6.8(A) describes
733 the purpose of a PUD-R:

734
735 *The purposes of the PUD-R provision are to promote the creative and efficient use*
736 *of land which respects the topography and other natural features, to encourage the*
737 *preservation of open space, to provide for the efficient development of the site and*
738 *use of public services and facilities, to minimize the visual impact of development,*
739 *to encourage creative design, appropriate variety and aesthetic development, and*
740 *to provide greater housing opportunities.*

741
742 Some portions of a PUD-R may have a higher density than is normally allowed in a zoning
743 district to provide open space for recreational purposes. PUD-Rs with higher than normal
744 density must demonstrate exceptional design in terms of respect for natural features of the
745 site, innovative layout, and efficient use of land.

746
747 **1. Section 6.8(C), Minimum acreage and dwelling units**

748
749 PUD-Rs must have a minimum of 10 acres and six dwelling units.

750

751 The proposed PUD has 10.02 acres and 28 dwelling units.

752

753 **2. Section 6.8(D), Types of dwelling units**

754

755 A PUD-R can consist of single-family, two-family, and multi-family dwellings if those
756 uses are allowed in the underlying zoning district. Homes can be owner or renter
757 occupied.

758

759 The applicant plans to construct eight multi-family townhouse buildings.

760

761 **3. Section 6.8(E)(1), Elevations**

762

763 An applicant proposing a PUD-R with multi-family structures must submit elevations
764 for the buildings. If the Planning Commission approves the Sketch Plan, the applicant
765 should be required to submit elevations with the Preliminary Plan.

766

767 **4. Section 6.8(E)(2), Maximum allowed dwelling units**

768

769 The maximum number of dwelling units allowed on a PUD-R is determined by
770 dividing the developable area by the smallest minimum lot size for the district. With
771 347,838 square feet of developable land and a 20,000-square foot minimum lot size for
772 the district, the property could have 17 units prior to the application of residential
773 density bonuses.

774

775 **5. Section 6.8(F), Minimum Lot Size and Lot Area per Dwelling**

776

777 The Planning Commission can authorize a reduction in minimum lot size and minimum
778 lot area per dwelling unit on PUD-Rs if it determines that a reduction would enable a
779 creative, efficient use of the site. In R2 districts, the average lot area per dwelling unit
780 cannot be less than 10,000 square feet.

781

782 With 28 units, the average lot area per dwelling unit would be 15,588 square feet.

783

784 **6. Section 6.8(G), Front, Side, Rear Yard and Frontage Minimums**

785

786 As noted in Section IV(B)(1)(b)(ii) of this Staff Report, the proposed building
787 envelopes adhere to the minimum setbacks and frontage requirements.

788

789 **7. Section 6.8(H), Buffers**

790

791 A 50-foot buffer area is required when multiple-family dwellings are proposed in an
792 area adjacent to existing single-family dwellings. The Sketch Plan shows 50-foot
793 buffers on the east and west property boundaries, which abut single-family homes.

794

795 **8. Section 6.8(I), Mobile Home Parks**

796
797
798
799
800
801
802
803
804
805
806
807
808
809
810
811
812
813
814
815
816
817
818
819
820
821
822
823
824
825
826
827
828
829
830
831
832
833
834
835
836
837
838
839
840

Mobile home parks may be allowed in PUD-Rs, but the applicant has not proposed a mobile home park.

9. Section 6.8(J), Open Space

Open space in PUD-Rs must meet several general requirements about size and location. The open space must also have protective covenants that specify any restrictions, uses, ownership and management.

For general requirements, open space must be at least 1 acre; must have a flowing pattern that keeps the open space connected; can be excluded from density considerations, with Planning Commission discretion, if it cannot be adapted for recreational purposes; must be accessible to all dwelling units in the PUD; must be an integral part of the PUD’s design; and must be designed to protect any agricultural soils or features identified on the Significant Natural Features Reference Map if it is established to protect those features. Any plans for development of recreational areas on the open space must be presented along with all other plans.

For the management of open space, the applicant must submit protective covenants specifying the restrictions and uses of the land, the ownership of the land, and how the land will be maintained and controlled. If the Planning Commission approves the PUD, the board shall determine when development of the open space will be completed. If open space development is not complete prior to the conveyance of lots, the applicant shall post a cash escrow or performance bond with the Town.

The applicant did not provide the acreage of the open space, but it exceeds 1 acre. The centerpiece of the open space would be an open area fronted by all of the units. The land would be managed by the home owners association.

The applicant plans to provide covenants with a Preliminary Plan application.

10. Section 6.8(K), Justification

A developer must demonstrate that a PUD-R will be coordinated with proposed development of surrounding land and have land use compatible with the surrounding area. The developer must also provide a statement indicating the planned rate of development and an assessment of the impact on schools, traffic, water, and more.

The impacts are described in Section IV(B) of this Staff Report. The applicant has requested a Residential Phasing Schedule that will allow the construction of 20 homes in 2016 and eight homes in 2017. More details are provided below in Section VII of this Staff Report.

11. Section 6.8(L), Flexibility

841
842 When permitting a PUD-R the Planning Commission can establish additional
843 requirements or conditions to ensure that development occurs in harmony with the
844 surrounding area and the Town as a whole. Conditions can include the following:
845 preservation of light, air and view; elimination of undue congestion; designated sites for
846 recreational facilities; designation of school sites; provision of adequate internal traffic
847 circulation; provision of suitable landscaping or screening.

848
849 The Sketch Plan shows a berm and cedars along the eastern property boundary, which
850 will provide screening for existing homes to the east.

851
852

853 **VII. Article III of the *Subdivision Regulations*: Residential Phasing**

854
855 The goal of Residential Development Phasing is to maintain an annual population growth
856 between 184 and 226, a rate set forth in the 2016 *Town Plan*. The Town aims for an annual
857 population increase of 205, the midpoint of the targeted range. Population figures are estimated
858 based on a conversion of dwelling units to EPEs. Each bedroom in a dwelling unit translates to
859 one person, so that 1 bedroom equals 1 person, 2 bedrooms equals 2 persons, 3 bedrooms equals
860 3 persons, and so forth. Section 3.2(D) of the *Subdivision Regulations* directs the Planning
861 Commission to consider the number and type of dwelling units proposed in a development, as
862 well as the number of bedrooms in the units.

863
864 Any single project is allowed to add 20 dwelling units per calendar year if the development is
865 within the sewer core, and five units if the development is outside the sewer core. EPEs outside
866 the sewer core cannot exceed 41, or 20 percent of the targeted total of 205, in any calendar year.
867 The Planning Commission can allow exceptions to achieve *Town Plan* objectives related to
868 affordable housing, or if the project contains three or fewer dwelling units. The Planning
869 Commission must act on a preliminary phasing request when a proposed development obtains
870 sketch plan approval. Final allotment is granted if the development secures Final Plan approval.

871
872 The proposed project lies within the sewer core area. The applicant has yet to finalize the
873 breakdown of two- and three-bedroom homes. In an email dated April 20, 2016, the applicant's
874 engineer wrote,

875
876 *The unit split is dependent on the market and the affordable guidelines – for now I would*
877 *assume that 21 units will be three bedroom and 7 units will be 2 bedroom.*

878
879 The applicant has requested a phasing schedule of 20 units in 2016 and 8 units in 2017. Based on
880 the tentative breakdown of two- and three-bedroom units, staff recommends the following
881 preliminary phasing schedule:

882

Unit Type	2016	2017
2-bedroom	3 (6 EPEs)	4 (8 EPEs)

Sketch Plan Review
73 Jericho Road
April 28, 2016

3-bedroom	17 (51 EPEs)	4 (12 EPEs)
TOTAL	20 (57 EPEs)	8 (20 EPEs)

883
884
885
886
887
888
889
890
891
892
893
894
895
896
897
898
899
900
901
902
903
904
905
906
907
908
909
910
911
912
913
914
915
916
917
918
919
920
921
922
923

Such a schedule would bring total number of preliminary and final EPEs for the entire Town to 186 in 2016 and 60 in 2017.

A summary of the running phasing tabulation is attached.

VIII. Planning Commission comments

While reviewing the project on April 28, 2016, the Planning Commission determined ...

IX. Proposed Conditions

1. All construction shall be in conformance with the plans listed in Finding No. IV(A) above and as may be amended subject to other conditions and approvals.
2. If any slopes on the property exceed 20 percent, the Preliminary Plan shall include revised calculations of developable land and allowable density.
3. The Preliminary Plan shall show the existing tree line and proposed clearing limits.
4. The Preliminary Plan shall include written comments from a qualified wetlands ecologist confirming the wetlands delineations, and building envelopes shall be revised to remain outside wetland buffers.
5. The Preliminary Plan application shall include comments from the Vermont Department of Environmental Conservation as to whether the applicant will need to obtain a state wetlands permit to extend water and sewer lines through the wetland and buffer. If a permit is required, the applicant shall obtain it prior to Preliminary Plan review.
6. The Preliminary Plan shall show the appropriate number of street trees and indicate which species will be used for street trees.
7. The Preliminary Plan shall show a cul-de-sac that meets the design standards of Table 4.1 in the *Subdivision Regulations*.
8. The Preliminary Plan application shall include a traffic study that analyzes the impact of the development and includes traffic impacts at the proposed intersection as well as the intersection of VT Route 15 and Allen Martin Drive.

Sketch Plan Review
73 Jericho Road
April 28, 2016

- 924 9. The Preliminary Plan application shall include a letter of intent from VTrans for the site to
925 access VT Route 15.
926
- 927 10. The Preliminary Plan shall show an easement to the Town for the property's infiltration
928 swale, or the swale shall be relocated to inside the Town right-of-way.
929
- 930 11. The Preliminary Plan shall show a 15-foot-wide non-motorized, multi-use access easement
931 along VT Route 15 and a 10-foot-wide, paved, multi-use path.
932
- 933 12. The Preliminary Plan and Preliminary Plat shall show utility easements over water lines and
934 public sewer lines that lie outside the Town's right-of-way. The easements shall be at least 20
935 feet wide.
936
- 937 13. Prior to Preliminary Plan submittal, the applicant shall provide the data for the proposed
938 water system to the Town's design consultant for input into the water model in order to
939 analyze the water distribution system to determine issues of water pressure and flow caused
940 by future demands of the proposed project within the Town's service area. The model will be
941 run by the Town's consultant. Any deficiencies within the proposed or existing water
942 distribution system shall be addressed by the applicant's engineer prior to Preliminary
943 review. All costs associated with running the Town's water model shall be the responsibility
944 of the applicant.
945
- 946 14. Water service connections with curbstops will be required for each of the 28 proposed units.
947 All service curb stops must be located outside pavement and concrete. Each individual water
948 service shall have a Town water meter.
949
- 950 15. The Preliminary Plan shall show the existing fire hydrant on the site, and new hydrants shall
951 be shown as requested by the Fire Chief: a hydrant located close to the corner of VT Route
952 15 and the new road; another hydrant after the first curve; and the last hydrant where it is
953 proposed at the cul-de-sac.
954
- 955 16. The Preliminary Plan shall include a sanitary sewer impact study that documents all the
956 downstream impacts to the existing sewer infrastructure caused by the proposed
957 development.
958
- 959 17. The Preliminary Plan shall include redesigned gravity sewer infrastructure to allow for
960 gravity sewer connections to existing homes along Circle Drive, and sewer service
961 connections shall be provided to each property along the route of the gravity sewer line to
962 include existing homes on Circle Drive, whether or not a connection will be made at this
963 time.
964
- 965 18. The Preliminary Plan shall include detailed storm water calculations for review by Public
966 Works. Prior to submitting the Preliminary Plan, the applicant shall also meet with Public
967 Works regarding the storm water design; Public Works would like to review and offer input
968 before the applicant applies for a state stormwater permit.

Sketch Plan Review
73 Jericho Road
April 28, 2016

- 969
970 19. The Preliminary Plan shall include details about how seven of the units will remain
971 perpetually affordable.
972
973 20. The Preliminary Plan shall include details about how the residences will meet Energy Star
974 standards as defined by Efficiency Vermont.
975
976 21. The Preliminary Plan shall include building elevations.
977
978 22. The Preliminary Plan shall include covenants.
979
980 23. Prior to the issuances of zoning permits, the applicant shall pay recreation fees in place at the
981 time of submittal.
982
983 24. All utilities shall be installed underground unless doing so is infeasible.
984
985 25. Prior to the issuance of a zoning permit, the applicant shall submit any and all covenants,
986 deeds, and legal documents resulting from this approval for review by the Town Attorney.
987 The applicant shall pay any legal fees associated with the review.
988
989 26. Prior to the issuance of a zoning permit, the applicant shall pay water fees of \$50,148 and
990 sewer fees of \$46,220, or the fees in place at the time of submittal.
991
992 27. Prior to the issuance of a zoning permit, the applicant shall install concrete monuments and
993 lot markers to the standards specified in Section 4.11 of the *Subdivision Regulations*.
994
995 28. The applicant shall be approved for a preliminary Residential Phasing allocation of 20
996 dwelling units and 57 Estimated Population Equivalents in 2016, and eight dwelling units
997 and 20 EPEs in 2017. A final allotment shall be granted if the development secures Final
998 Plan approval.
999
1000 29. Prior to the issuance of a zoning permit, the applicant shall obtain any and all applicable
1001 State approvals and permits.
1002
1003 30. By acceptance of the conditions of this approval without appeal, the applicant confirms and
1004 agrees for himself and all assigns and successors in interest that the conditions of this
1005 approval shall run with the land and the land uses herein permitted, and would be binding
1006 upon and enforceable against the applicant and all assigns and successors in interest.
1007
1008

X. Attachments

- 1009
1010
1011 • Letter, “Jericho Road Associates – Planned Unit Development, 73 Jericho Road, Essex
1012 Junction, VT, Sketch Plan Application,” from Shawn Cunningham, O’Leary-Burke Civil

**Sketch Plan Review
73 Jericho Road
April 28, 2016**

- 1013 Associates, PLC, dated 2/1/16.
- 1014 • Narrative, “Jericho Road Associates – Planned Unit Development, 73 Jericho Road,
1015 Essex Junction, VT, PUD-R Narrative,” submitted by Shawn Cunningham, O’Leary-
1016 Burke Civil Associates, PLC, 2/3/16.
- 1017 • Narrative, “Jericho Road Associates – Planned Unit Development, 73 Jericho Road,
1018 Essex Junction, VT, PUD-R Narrative,” submitted by Shawn Cunningham, O’Leary-
1019 Burke Civil Associates, PLC, 2/10/16.
- 1020 • Narrative, “Jericho Road Associates – Planned Unit Development, 73 Jericho Road,
1021 Essex Junction, VT, PUD-R Narrative,” submitted by Shawn Cunningham, O’Leary-
1022 Burke Civil Associates, PLC, 4/13/16.
- 1023 • Email, “RE: Items for 73 Jericho Road,” from Paul O’Leary, O’Leary-Burke Civil
1024 Associates, PLC, dated 4/20/16.
- 1025 • Memorandum, “73 Jericho Road – 28 Unit Development,” from Ally Vile, Parks and
1026 Recreation Director, dated 2/5/16.
- 1027 • Email, “RE: 73 Jericho Road,” from Chief Bradley J. LaRose, Essex Police Department,
1028 dated 2/9/16.
- 1029 • Memorandum, “Jericho Road Associates Sketch Plan, 73 Jericho Road,” from Dennis
1030 Lutz, P.E., and Public Works Director; and Aaron Martin, P.E., Town Engineer/Utilities
1031 Director, dated 4/2/16.
- 1032 • Email, “Re: Comments for 73 Jericho Road,” from Charlie Cole, Essex Fire Chief, dated
1033 4/22/16.
- 1034 • “Residential Phasing Report,” from Town of Essex Community Development, dated
1035 4/22/16.

1036
1037
1038
1039
1040
1041
1042
1043
1044
1045
1046
1047
1048
1049
1050
1051

cc: Paul O’Leary, O’Leary-Burke Civil Associates, PLC
Shawn Cunningham, O’Leary-Burke Civil Associates, PLC

G:\COMMDEV\PC\REPORTS\JerichoRoad73 Sketch 042816.doc