



**CITY OF ESSEX JUNCTION  
BIKE WALK ADVISORY COMMITTEE  
REGULAR MEETING AGENDA**

*Online & 2 Lincoln St  
Essex Junction, VT 05452  
Thursday, February 12<sup>th</sup>  
2026, 7:00 PM*

E-mail: [mgiguere@essexjunction.org](mailto:mgiguere@essexjunction.org)

[www.essexjunction.org](http://www.essexjunction.org)

Phone: 802-878-6944, ext. 1625

This meeting will be held in-person at 2 Lincoln Street and available remotely. Options to join the meeting remotely:

- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 958-5750-2850; Passcode: 790174

1. **CALL TO ORDER** [7:00 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **MINUTES FOR APPROVAL**
  - a. December 11<sup>th</sup>, 2025
4. **PUBLIC TO BE HEARD**
5. **BUSINESS ITEMS**
  - a. Upcoming public meetings hosted by BWAC
    - Pearl Street Pedestrian Crossing
    - Park Street Reconfiguration
  - b. Discussion of drafted Form-Based Code implementation for Connect the Junction TOD Plan\*
  - c. Trustee's Policy Regarding Bike/Walk Advisory Committee\*
6. **MEMBERS UPDATES**
7. **STAFF UPDATES**
  - a. BFC Award Announcement
  - b. Vermont Walk/Bike Summit (Friday May 8<sup>th</sup> in Bennington)
8. **READING FILE**
9. **ADJOURN**

*This agenda is available in alternative formats upon request. Meetings of the Bike/Walk Advisory Committee, 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.*

\* attachments included in packet



**CITY OF ESSEX JUNCTION  
BIKE WALK ADVISORY COMMITTEE  
MEETING MINUTES - DRAFT**

*Online & 2 Lincoln St  
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Thursday, December 11<sup>th</sup>  
2025, 7:00 PM*

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**MEMBERS PRESENT**

John O'Brien, David Achee, Russ Miller-Johnson, Lauren Philbrook

**OTHERS PRESENT**

Michael Giguere (Staff Representative)

**CALL TO ORDER**

[7:00 PM]

John called the meeting to order at 7:02pm.

**AGENDA ADDITIONS/CHANGES**

Three staff updates were added by Michael.

**MINUTES FOR APPROVAL**

November 13th, 2025

Motion to approve minutes by David, seconded by Lauren. Motion approved by vote of 4-0.

**PUBLIC TO BE HEARD**

No members of the public present online or in person.

**BUSINESS ITEMS**

**Park Street Bicycle Facility updates**

Michael provided project updates from the Park Street proposal that had been assembled by the UVM engineering students. Current internal discussions dictate that the project will not alter sidewalks and thus require minimal alterations to provide improvements on a modest budget. The city is considering 3 options to accommodate additional space for bicycle facilities: keep the lanes as they currently are, remove some of the on street parking for cars or to remove all of the current parking spaces. Parking utilization was compiled from Google Street view data, showing that there is minimal usage of most spaces, which has driven the city to consider prioritizing bike infrastructure rather than maintain current configurations.

Lauren says it is still likely to be used by commuters rather than lower confidence bikers in either change in configuration. David also commented that a compromise solution that maintains some parking spaces could be altered by removing on street parking at a later date.

John added concerns about the narrowing of the bike lane immediately before 34 Park street where adjacent traffic is continuous with a green arrow diverting traffic to the connector. This issue is on the radar of the city and has been since the updates in conjunction with the crescent connector project, and may be altered at a later date.

Planning joint meeting with Connecting Colchester

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MEETING MINUTES – December 11<sup>TH</sup>, 2025**

The possibility of hosting a joint meeting with the Colchester biking and walking group was proposed. The group is non-municipal and serves our neighbor that is largely separated by the Essex town borders. Michael proposed a meeting in the springtime similar to the recent joint meeting with the Williston on the Move group which the group indicated that it would be interested in pursuing. While there is not a specific area of interest for us to sightsee at this time we will be discussing possibilities in the future including the intersection of Route 15 and Susie Wilson Road, as well as the stretch on the Northern route out of Essex Junction that passes through the town before entering Colchester.

#### **MEMBERS UPDATES**

Lauren brought up the sidewalk plowing as a concern for walkability, as it appears that the plows have been higher which is leaving an inch or two of snow remaining. Russ brought up the possibility that the ground not being frozen is leading the city to not yet remove as much snow.

John updated the group on a conversation with another resident who voiced concerns about the crosswalk at Wilkinson Dr and Tyler Dr, which had previously been discussed by the committee. The possibility of erecting a temporary bulb out with poles was brought up as a possible pilot project in the future pending study pending community interest and the possible implementation of the new Traffic Calming policy, which will be discussed later during this meeting.

#### **STAFF UPDATES**

##### **RRFB at Lincoln & Central**

The placement of utility poles where the beacon would be installed has presented a challenge for utility installation, which may push the costs of this project above the budget of the committee. We will be awaiting the word from Green Mountain Power which maintains the poles before we are able to move forward with this project. If needed, the committee may consider another intersection but for now will move forward with the purchase of the RRFB components as planned.

##### **Traffic Calming Policy**

Michael provided an overview on the current traffic calming policy and the reasons why the city has chosen to draft an update to it. The final draft of this proposal will be presented to the city council next week for adoption. Michael ran through the process of proposing traffic calming measures, which would include a community input meeting scheduled during a regularly scheduled BWAC meeting for projects that have been greenlighted by City Staff after initial transportation and community scoring.

Michael then ran through the proposed process for, as well as the role that BWAC would play. The conversation turned to the added responsibilities that the committee would have, which the committee seemed unanimously in favor of. Additional questions were asked as far as procedural clarification, and the committee is amenable to the changes that will be brought to city council.

##### **Pearl Street Pedestrian Crossing Project**

There is a new project being undertaken to add a crosswalk on Pearl Street (Route 15) between the fairgrounds and Pearl Street Park where there is a wide space between existing crosswalks. The project is

**CITY OF ESSEX JUNCTION BIKE WALK ADVISORY COMMITTEE  
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just getting started through a community survey and will tackle an issue that the committee has been considering for several years. A public survey has been launched to promote this effort.

**Connect the Junction Update**

The Essex Junction planning commission recently made critical policy choices regarding the Connect the Junction plan including recommendations that may affect BWAC. The plan will also be proposed at the city council meeting next week for implementation.

**Delay of Bike Friendly Communities results**

In a recent email it was revealed that the Bike Friendly Communities designation decision has been delayed and will likely be sent out in January; the city is hoping to be selected for a “Silver” designation based on the application that we submitted.

**ADJOURN**

Motion to adjourn by Lauren at 8:17pm, seconded by David. Motion approved by vote of 4-0.

# Implementing the TOD Master Plan: Land Development Code Updates

*Planning Commission*  
February 5th, 2026



# Agenda



framework

1. Brief background
2. Code walkthrough and approach
3. Focus areas
  - a. Code Structure
  - b. Form-Based Standards
4. Next Steps

# OVERVIEW

# Project Background

# Project Background



## What is transit-oriented development (TOD)?

TOD focuses on creating dense, walkable, mixed-use development near transit, creating vibrant, connected communities that enjoy easy access to jobs and services.

- Connect the Junction TOD Master Plan adopted December 2025
- Plan calls for increased height, density, and connectivity
- Code updates are a primary tool for implementation

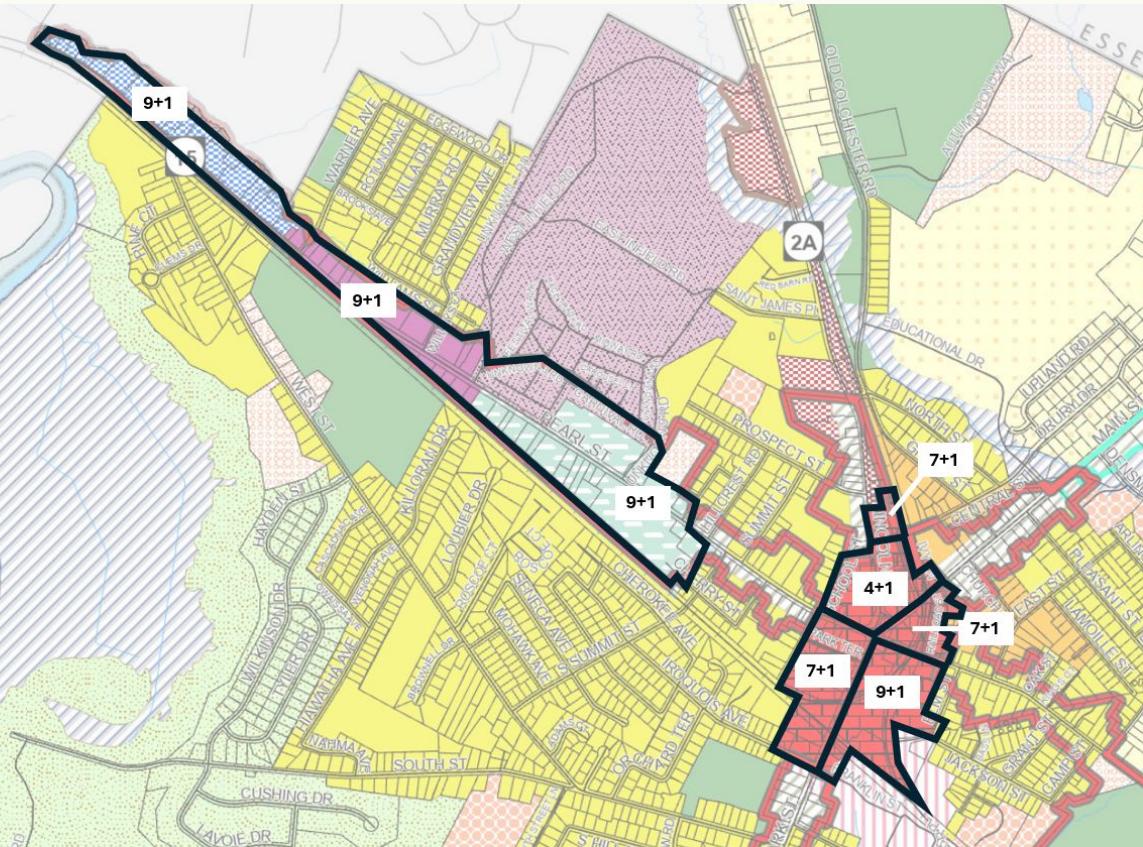


# TOD Plan Adoption

- Increased building heights in Village Center and TOD zones
- More housing near transit
- Stronger pedestrian and multimodal connections
- Active public realm and local economy



framework



Adopted Height Framework

+1 indicates Statewide Affordability Housing Height Bonus

# Code Updates: Goals

- Ensure pedestrian comfort as density increases
- Protect and maintain historic character
- Support active, inviting streets
- Address specific Council concerns:
  - Transitioning between new high-density areas and adjacent low-density residential zones
  - Preventing long, monotonous facades
  - Establishing pedestrian and multimodal transit connections
- Ensure enforceable outcomes
  - Improving predictability and efficiency in the development review process
  - Building in these requirements as clear, objective standards



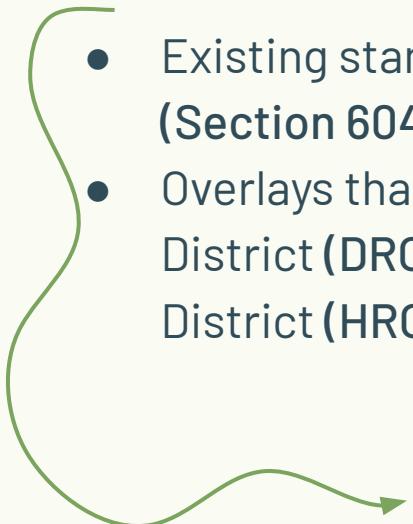
framework

# APPROACH

# Land Development Code Updates

# What We Reviewed

- Existing standards for applicable zones: Village Center (**Section 604**) and TOD (**Section 608**)
- Overlays that apply to the study area: Design Review Overlay District (**DRO, Section 620**) and Historic Preservation Overlay District (**HRO, Section 621**)

A thick, green, hand-drawn style curved arrow originates from the bottom left, curves upwards and to the right, and then points directly at the first item in the "Overlays" list.

Overlays

Subjective standards

Alignment and/or gaps with TOD Plan actions

# Key Recommendations

1. Clarify the role and applicability of historic preservation versus character and compatibility
2. Improve predictability and efficiency in development review
3. Replace subjective design/character language with objective standards
4. Implement the TOD Master Plan

# Key Recommendations



framework

1. **Clarify the role and applicability of historic preservation versus character and compatibility**
  - Replace broad application of DRO and HRO with clearer, more targeted standards
2. Improve predictability and efficiency in development review
3. Replace subjective design/character language with objective standards
4. Implement the TOD Master Plan

# Key Recommendations



framework

1. Clarify the role and applicability of historic preservation versus character and compatibility
2. **Improve predictability and efficiency in development review**
3. **Replace subjective design/character language with objective standards**
4. Implement the TOD Master Plan

- Eliminate overlapping review frameworks (dissolve DRO)
- Consolidate and translate DRO goals into objective form-based standards for each applicable zone
- Re-establish administrative approval pathways for projects that meet clear, objective standards

# Key Recommendations

1. Clarify the role and applicability of historic preservation versus character and compatibility
2. Improve predictability and efficiency in development review
3. Replace subjective design review with objective standards
4. **Implement the TOD Master Plan**
  - Add form-based standards that encourage active, pedestrian-oriented streetscapes and multi-modal connections

# Key Recommendations



framework

1. Clarify the role and applicability of historic preservation versus character and compatibility
2. Improve predictability and efficiency in development review
3. Replace subjective design review with objective standards
4. Implement the TOD Master Plan

Simplify code structure

Implement form-based standards



framework

# TASK 1

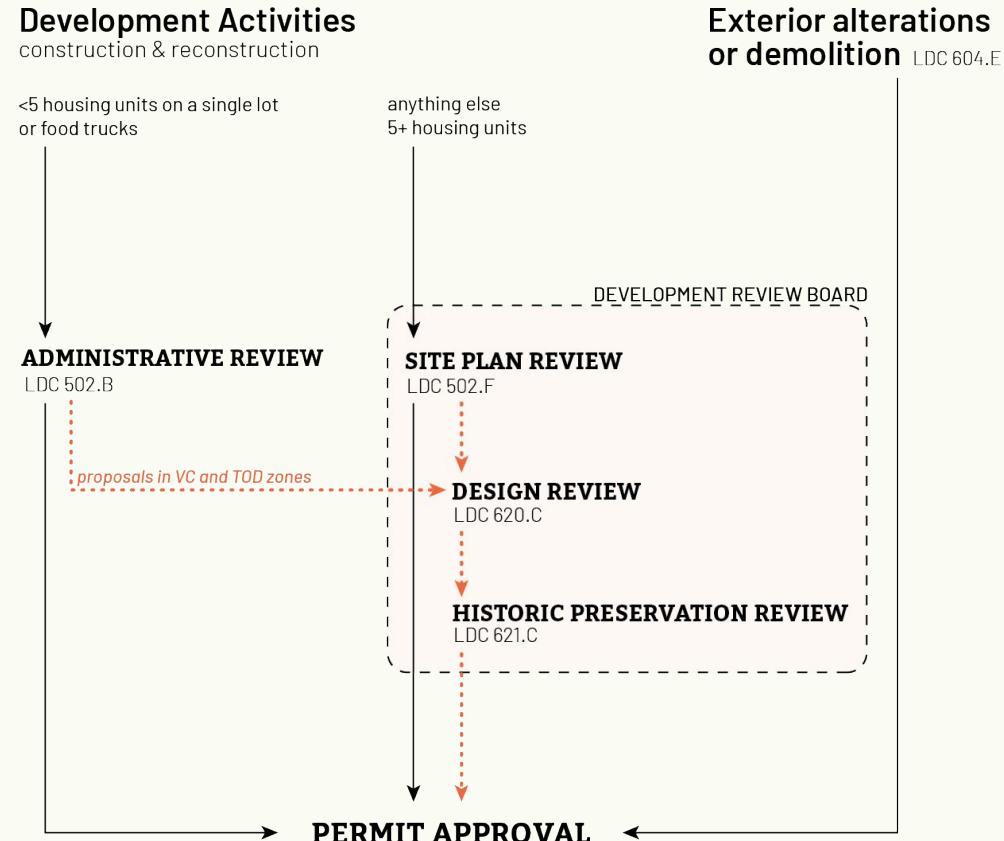
# Simplify Code Structure

# Current

- All proposals in VC and TOD zones routed to DRB (due to HRO and DRO frameworks)
- Dependent on applicant interpretation and DRB discretion
  - Unclear where historic status applies
  - Subjective design criteria

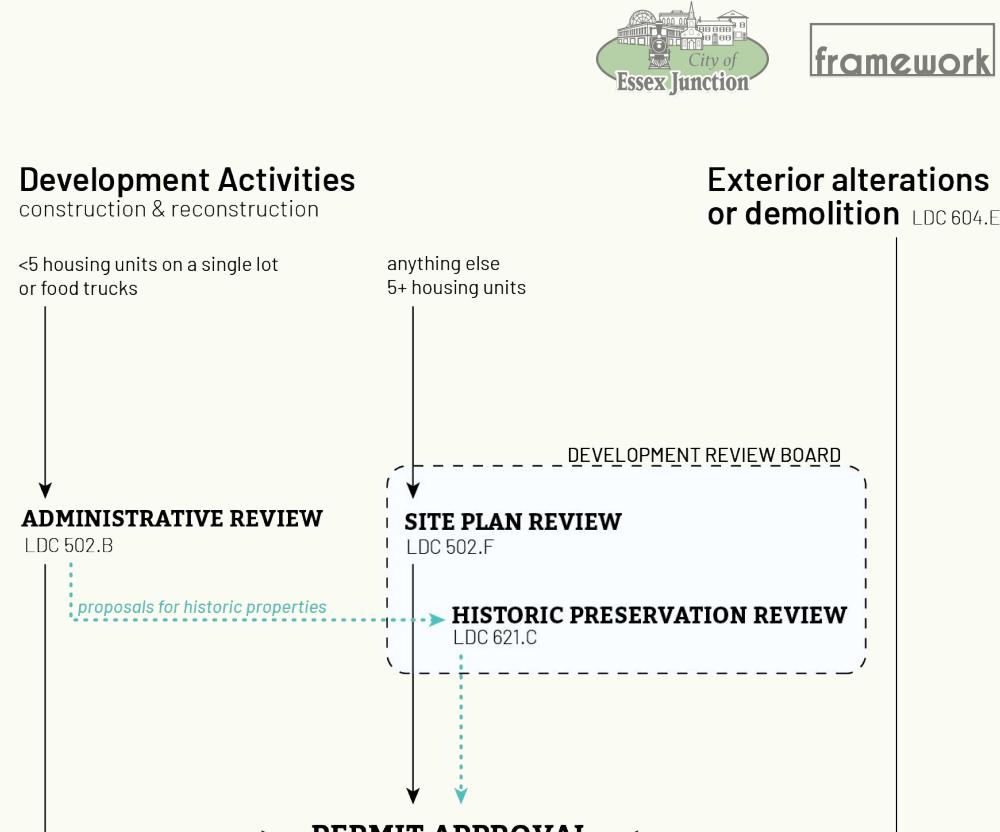


framework



# Proposed

- Apply HRO only to clearly identified historic resources
- Regulate design and compatibility with form-based standards applied by zone
  - Option for additional or more strict standards (including exterior alterations/demolitions if appropriate) in Village Center and/or in designated historic subareas
- Re-establish administrative approval pathways
  - Form-based standards ensure consistent, objective application
- Reserve DRB review for projects that require discretion
  - Consider redefining threshold beyond “5+ housing units” - by historic subarea, height, scale, demolition activity





framework

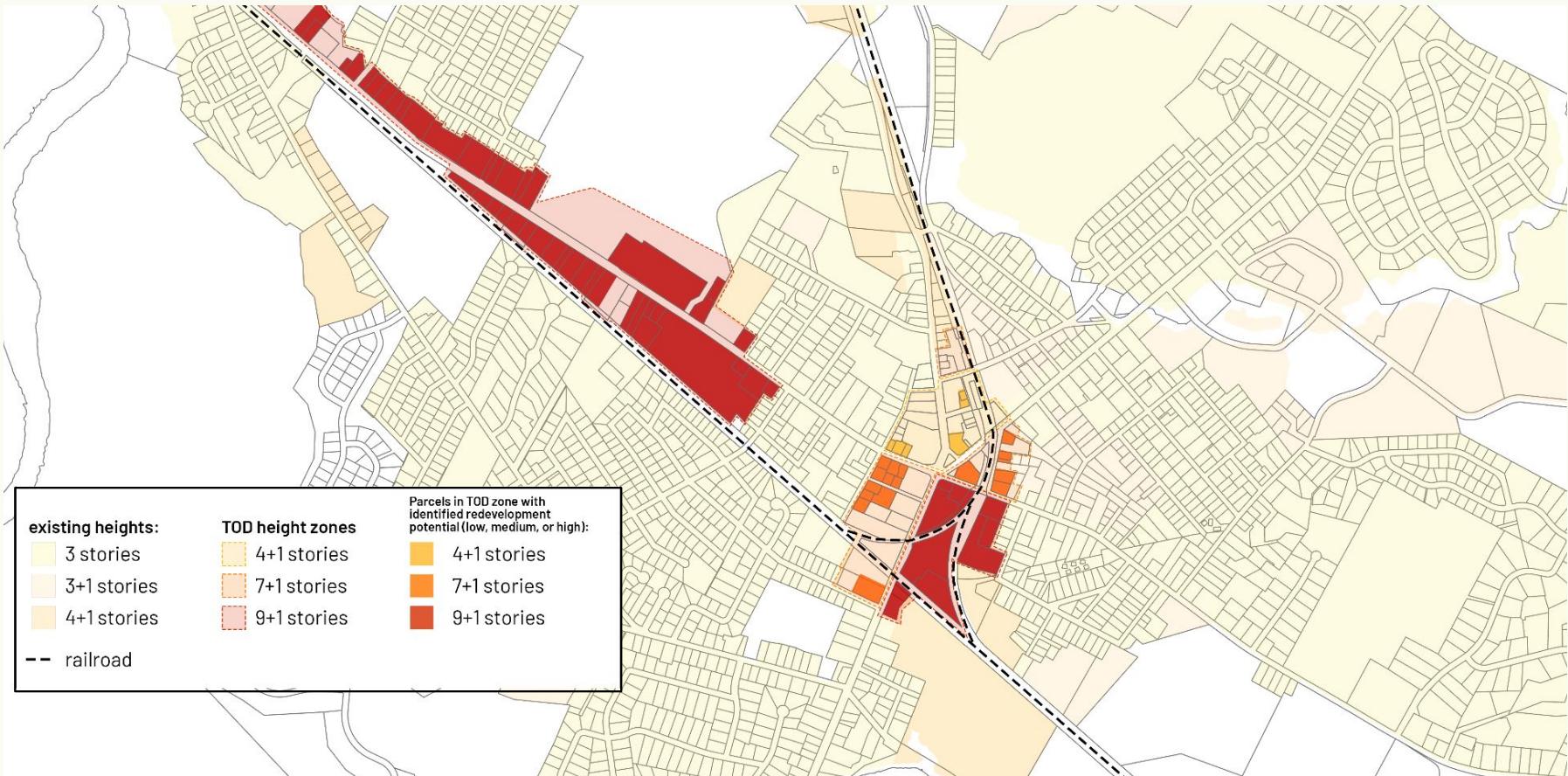
# TASK 2

# Implement Form-Based Standards

# Managing height transitions



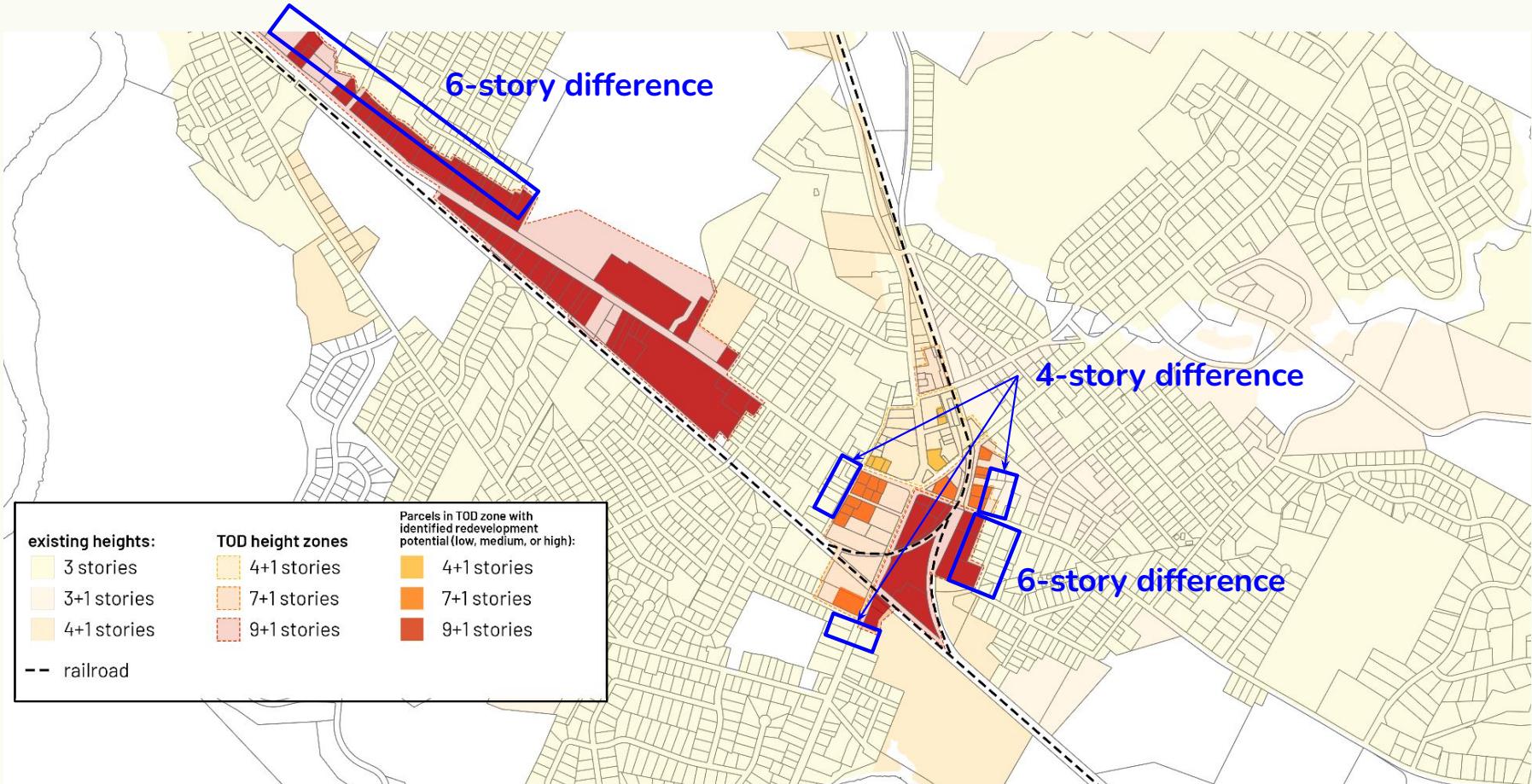
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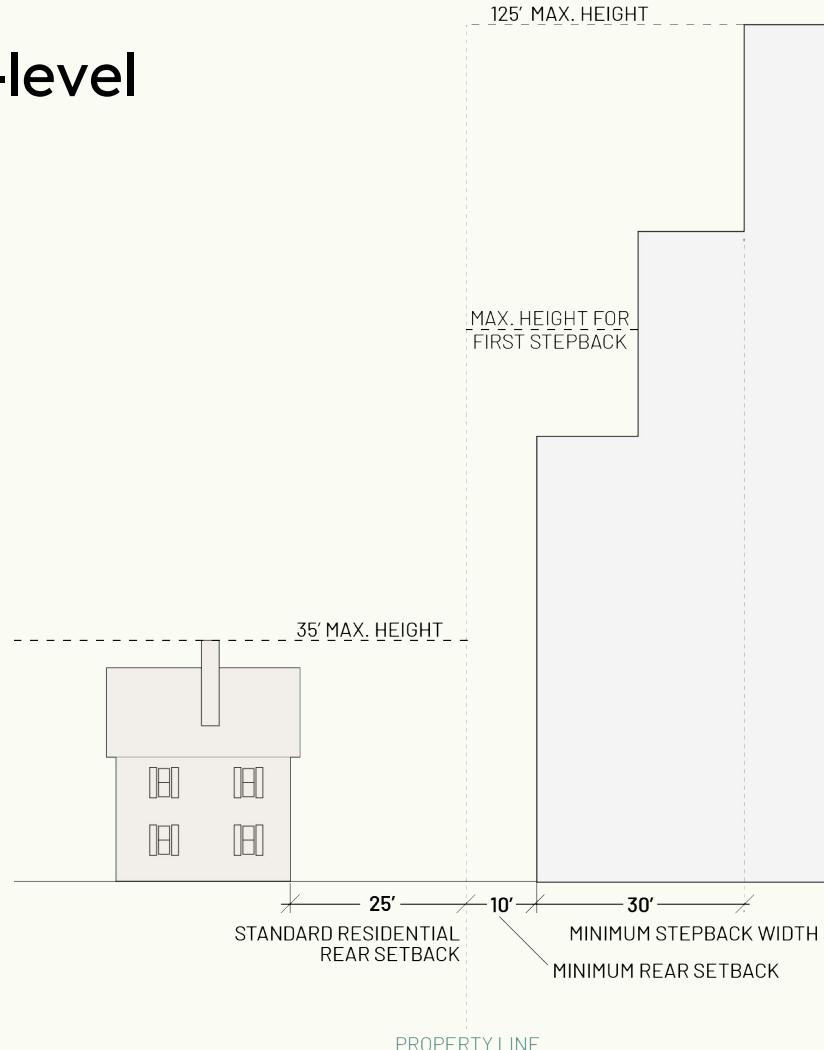
# Managing height transitions



framework



# Option 1: Upper-level stepbacks

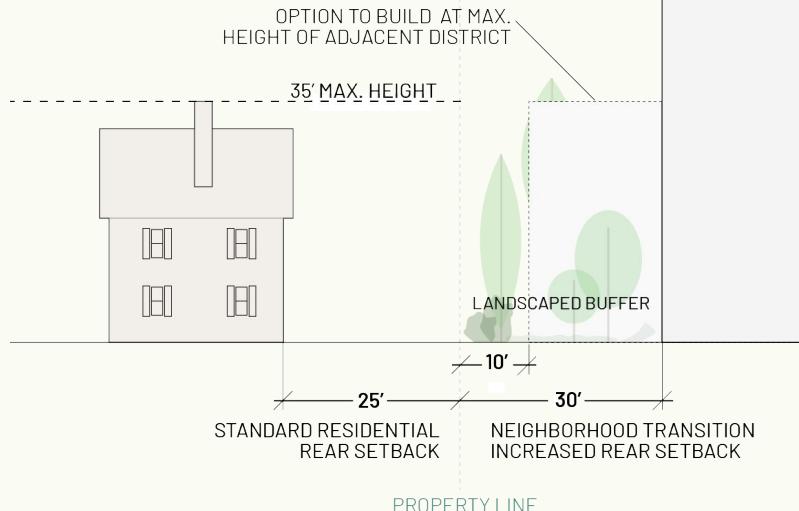


## Option 2: Increased setback + landscaping

125' MAX. HEIGHT



framework



# Preventing long, monotonous facades



framework

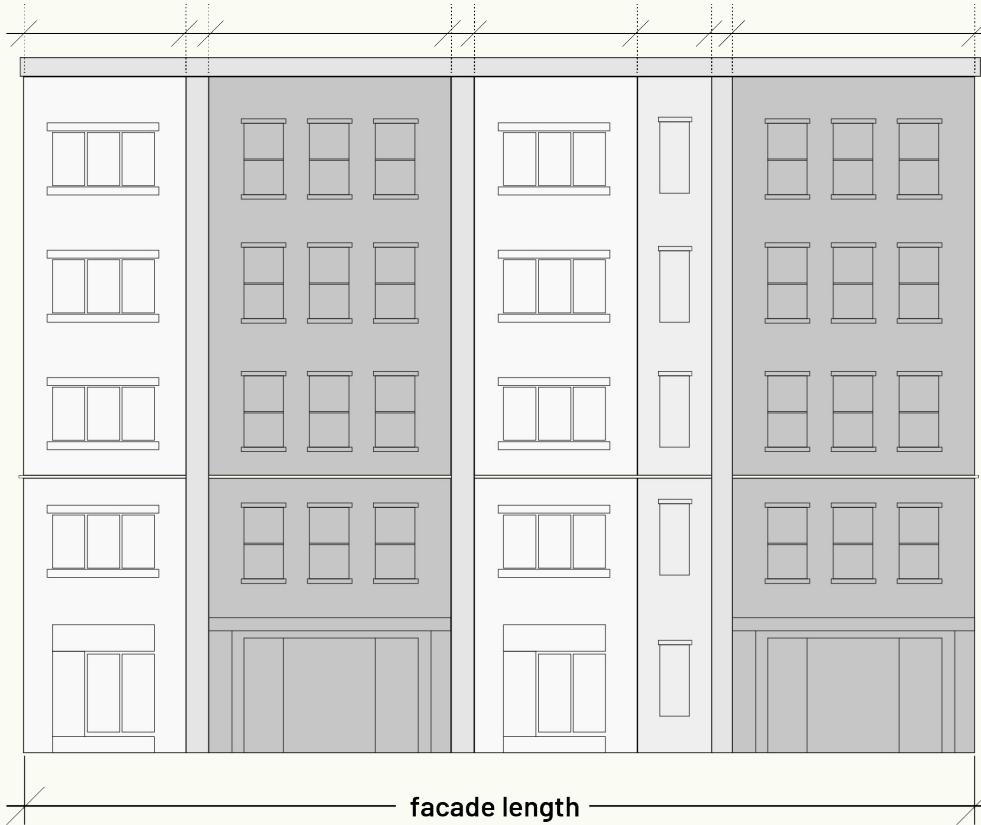
- Limit facade length (maximum of 120-180' long)
- Require articulation
- Activate street level

# Facade articulation

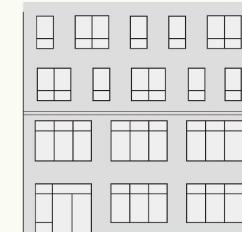


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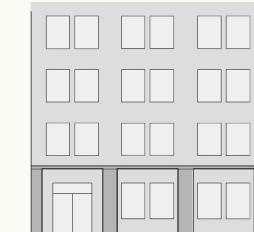
vertically oriented patterns



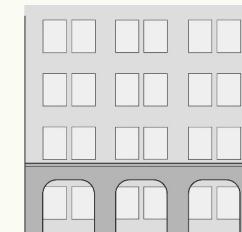
horizontal articulation



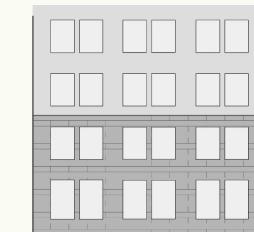
fenestration pattern



columns or pilasters



arcade

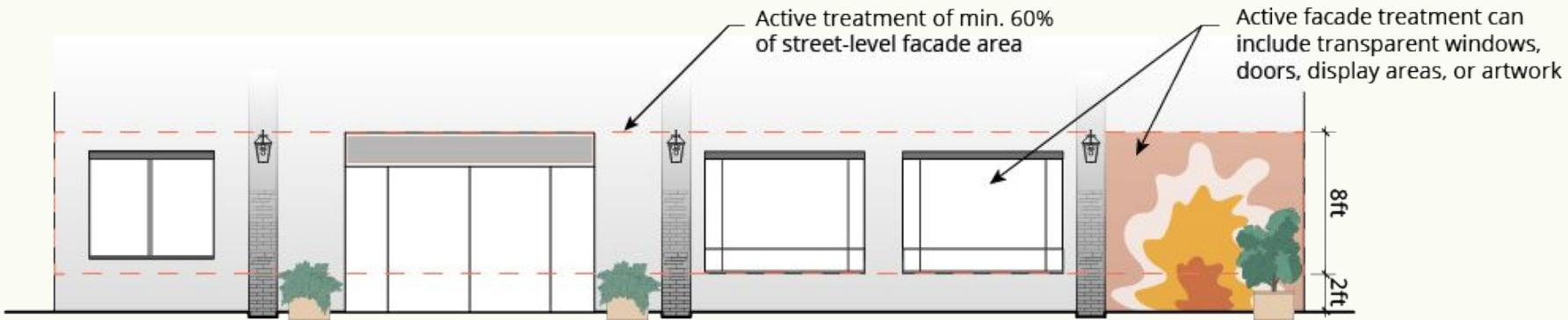


change in materials

# Transparency + active street level



framework



Different upper- and street-level transparency requirements

Pedestrian amenities integrated into facade

# Strengthening pedestrian and multimodal connections

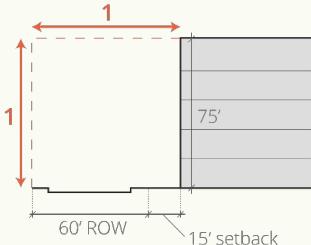
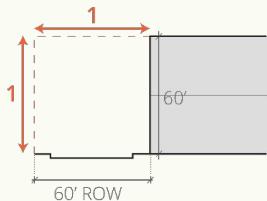
- Support human-scaled building massing along streets without over-prescribing architecture → **street room standards**
- Activate ground floors to create a connected, engaging, and walkable public realm → **frontage types**

## Street Room standards

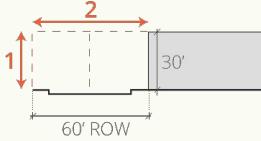


## framework

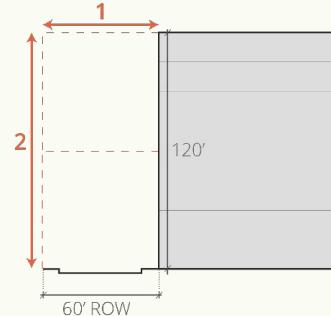
preferred:



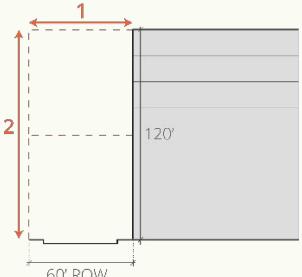
allowed:



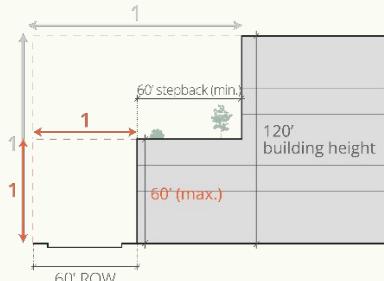
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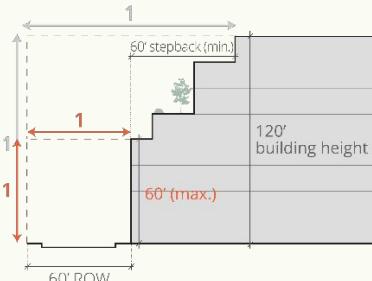
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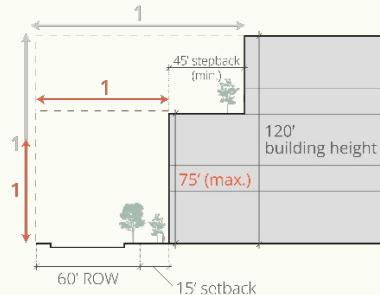
### options for compliance:



### mid-level stepback



stair-step stepback

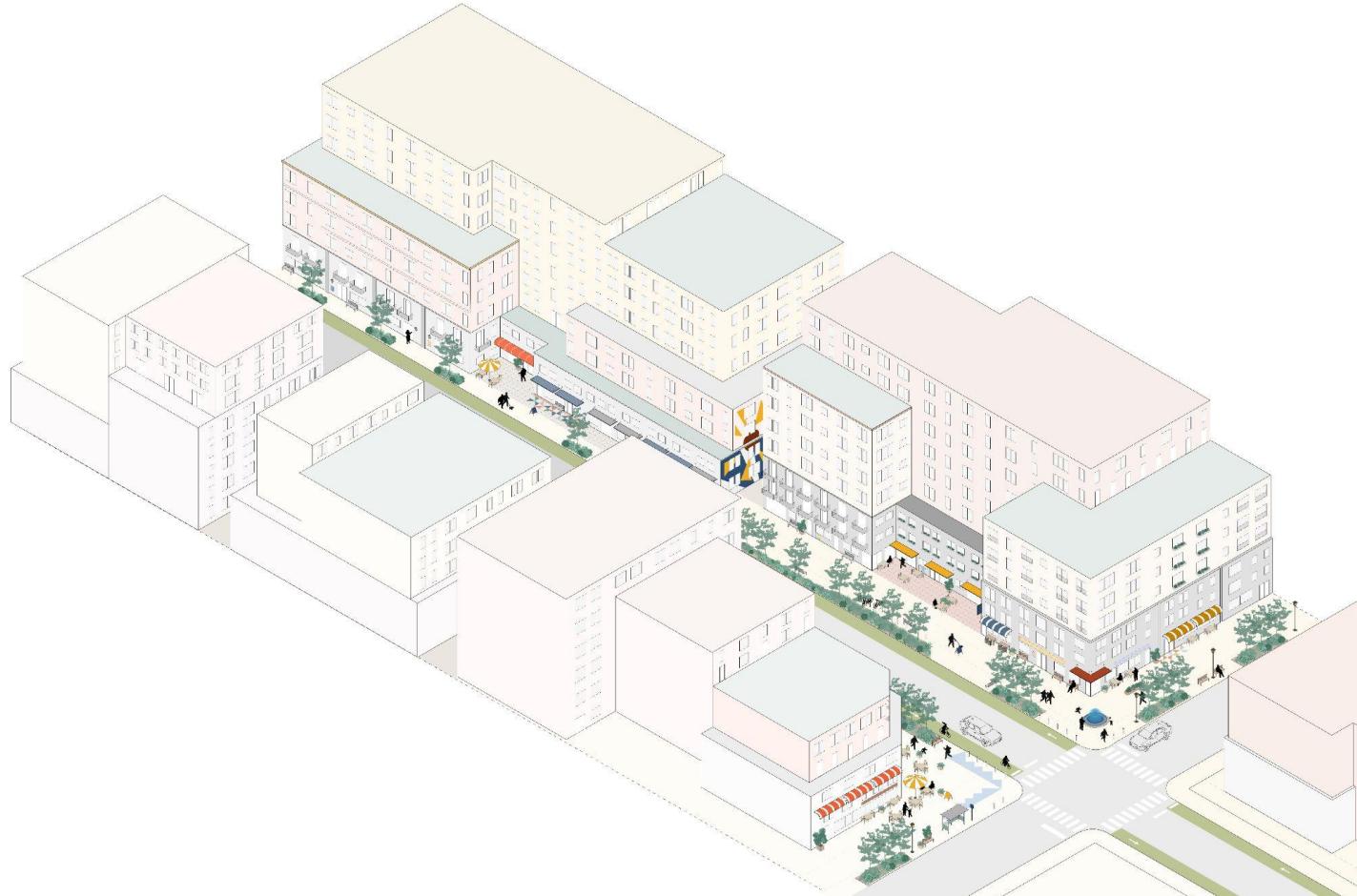


street-level setback + stepback

# Street Room standards



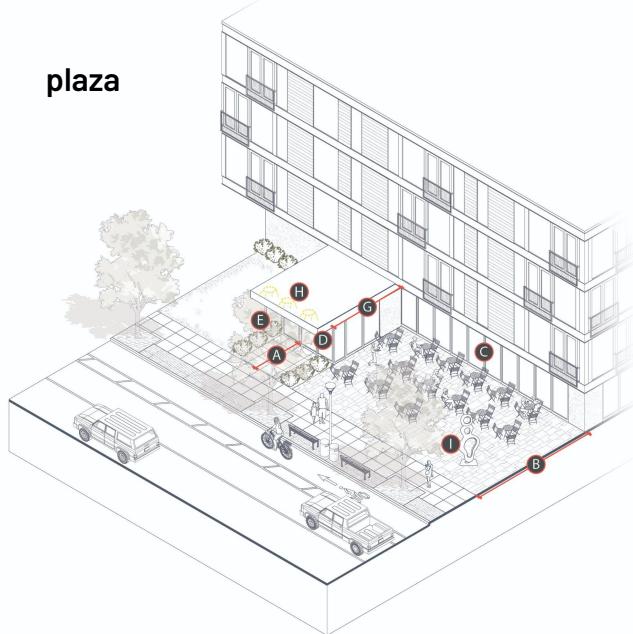
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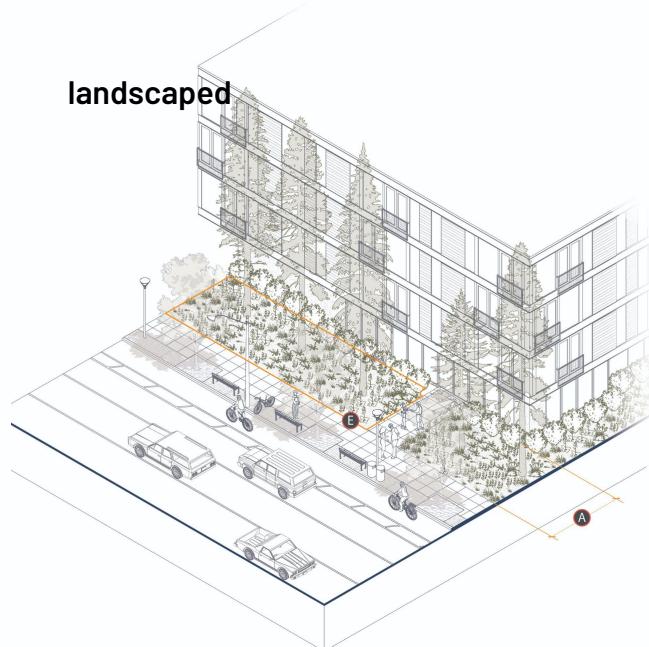
# Frontage Types



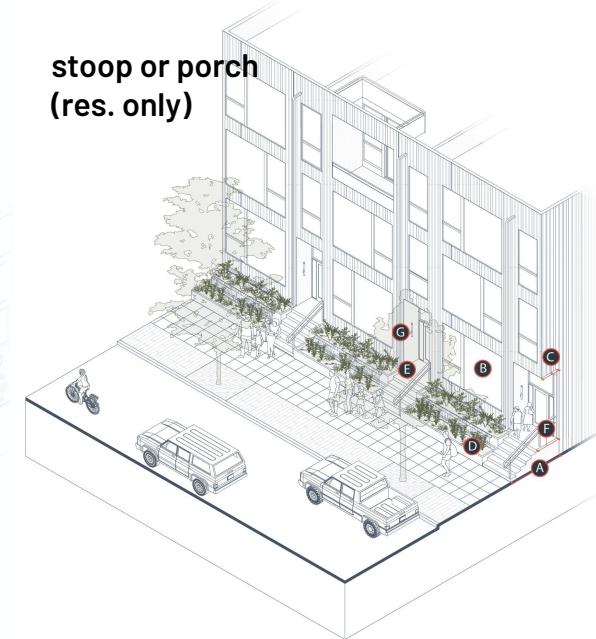
plaza



landscaped



stoop or porch  
(res. only)

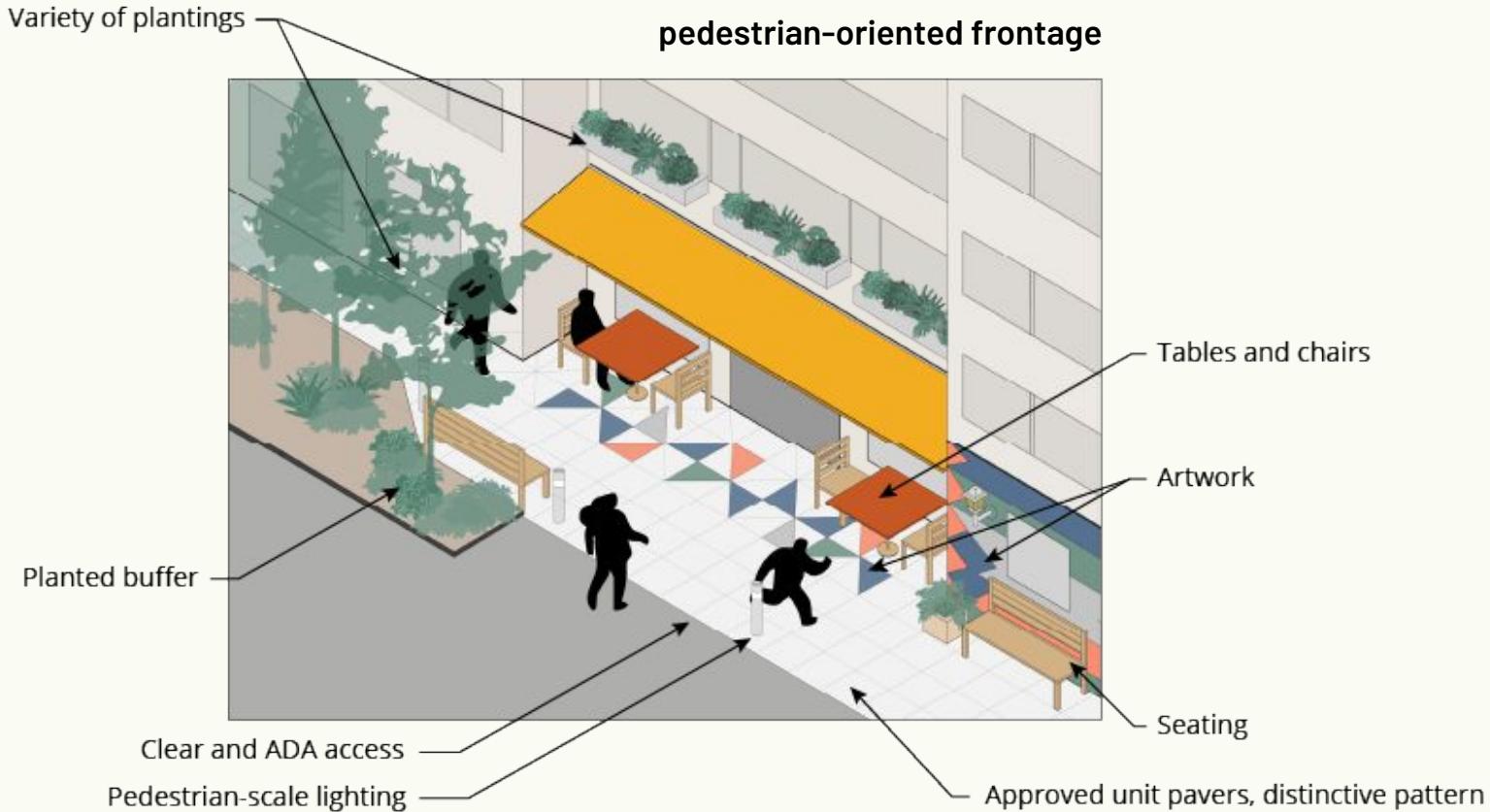


with different dimensions, transparencies, and pedestrian amenities applied

# Frontage Types



framework



# Promoting 'good' design and neighborhood compatibility

- Encourage historic compatibility without being too restrictive or subjective
- Focus on material palettes and transitions
- Provide optional design guidelines to illustrate desired character without prescribing specific details or subjective standards

# Next Steps

# For Consideration

- Process and Review - **DRO elimination and HRO simplification, re-opened administrative pathways**
- Scale and Transitions - **stepbacks vs. setbacks and buffers**
- Facades - **maximum lengths, articulation, transparency**
- Public realm - **street room standards for modulation, frontage types**
- Zone-specific form-based standards:
  - Are additional historic compatibility standards needed for the Village Center and/or historic 'subareas'?
  - How do we want to differentiate future design character between Village Center and TOD?
  - Where should design standards be fully codified vs. supported by optional design guidelines? (to balance design quality, variety, development flexibility, and predictable review)
- **Anything Missing?**

# Appendix: HRO Applicability



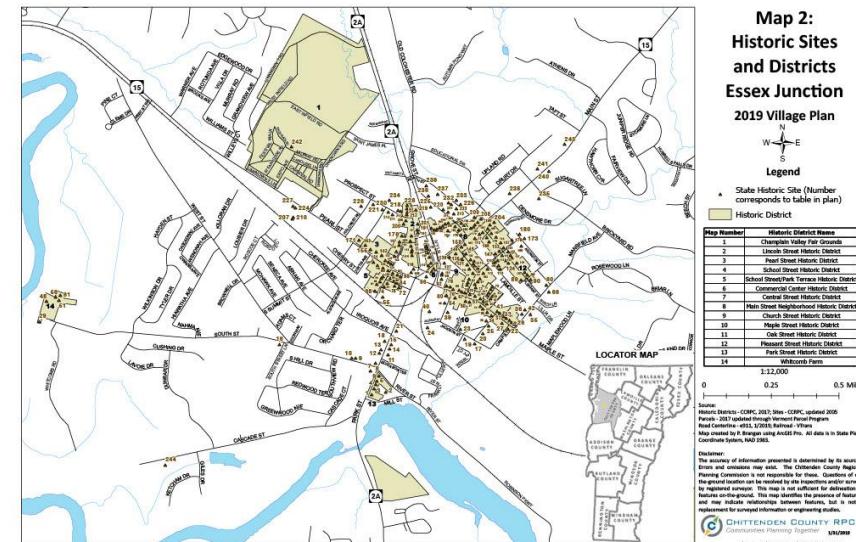
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## B. Applicability

These standards are in addition to the underlying standards of the base zoning district. The historic preservation design standards in Section [621.D.2.] of this Code are applicable to **demolition, alterations, additions or redevelopment of buildings within the Design Review and Historic Preservation Overlay District and structures on Map 2 in the Comprehensive Plan**

(([https://www.essexjunction.org/fileadmin/files/Planning\\_Zoning/Map2\\_Historic\\_Sites\\_20190130.pdf](https://www.essexjunction.org/fileadmin/files/Planning_Zoning/Map2_Historic_Sites_20190130.pdf)), or listed on the State or National Registers of Historic Places. The following buildings are exempt:

1. Buildings that have been de-listed or determined by the Vermont Division for Historic Preservation for state and federal regulatory program purposes to not meet the State Register Criteria for Evaluation and are not eligible for listing in the State Register of Historic Places.
2. Buildings where the historical significance has been compromised and is no longer relevant. A letter must be provided by a qualified Historic Preservation consultant stating this case.



**VILLAGE OF ESSEX JUNCTION  
TRUSTEES' POLICY REGARDING  
BIKE/WALK ADVISORY COMMITTEE**

**1. Purpose:**

Advance Essex Junction as a friendly neighborhood community where bicycling and walking are encouraged, and where sidewalks, bike paths, multi-use paths, and other facilities are provided and maintained in order to enhance the year-round safety, accessibility, convenience, enjoyment, and health of all citizens.

**2. Membership and Meetings:**

The Bike/Walk Advisory Committee shall consist of eight members appointed by the Board of Trustees for overlapping terms of three years. Member terms will be for three (3) years once confirmed by a majority of the Trustees, there shall be no term limits. Committee's first appointees will be appointed staggered terms: three (3) members for three (3) years; three (3) members for two (2) years; and two (2) members for one (1) year. The first meeting shall be the organizational meeting for the election of officers; namely, the Chair and Vice-Chair. Vermont's Open Meeting law will govern the meetings, including notice of meetings, quorum, minutes and related requirements. Meetings shall be held at the call of the chairperson. The Committee shall be staffed by a member of the Planning Department, Planning Commission, or other department as determined by the Village Manager or his/her designee. The group will meet regularly, at a date and time to be decided by the committee.

**3. Responsibilities:**

- Assist Village staff in the creation of a Bike/Walk Plan;
- Provide information and assistance to the BOT and Planning Commission regarding non-motorized travel issues, and support the BOT and Planning Commission in the review of proposed developments by recommending necessary improvements for walking and biking. One member shall be appointed to attend all meetings of BOT and Planning Commission that involve bike and pedestrian issues;
- Monitor Village activities with regard to transportation and other public improvements and make recommendations to Village officials which will accommodate non-motorized users to the maximum extent possible;
- Gather information on non-motorized activity within the Village, including safety and maintenance needs;
- Ensure that Village bike and pedestrian planning is coordinated with adjacent communities and fits into the overall regional non-motorized travel plan;
- Serve as community advocates for increasing the level of non-motorized travel within the Village and for promoting bicycle and pedestrian safety;
- Advances the action items identified through the work of the 2011/2012 Vermont Department of Health Building Healthy Communities Grant;
- Increase public awareness and engagement of bike/walk issues through community events and participation.
- Advocate funding be provided for non-motorized improvements from local and non-local sources;
- Ensure that Village policies, practices and programs adequately address the needs of all non-motorized travelers.

**4. Outcome:**

The continued facilitation of non-motorized travel within the Village by advocating the proper planning, implementation and maintenance of non-motorized improvements.

Adopted by the Village Trustees on 3/12/13, revised on 5/28/13.