

April 20, 2023

Chris Yuen
Community Development Director
City of Essex Junction
2 Lincoln Street

RE: Conceptual Plan Application – Franklin South, LLC
8 Railroad Street
Essex Junction, VT

Dear Chris:

We are writing on behalf of Franklin South, LLC c/o Gabriel Handy to apply for conceptual plan review of a proposed 3 story mixed-use building at 8 Railroad Street in the City of Essex Junction. The building proposes 34 residential units and 1,600 square feet of commercial space.

A parking waiver is requested. 34 parking spaces are proposed. The requested waiver is for 1 space per multi-family unit. Please see the included document supporting this waiver request.

Municipal water and sewer are available on Railroad Street. Preliminary traffic counts estimate a total of 13 PM peak hour trips to be generated by the proposal.

Please find the following information attached. If you have any question or need additional information, please let us know.

- 1) Conceptual Plan Review Fee: \$165;
 - a. Concept Plan = \$150
 - b. \$15 recording fee
- 2) Two (2) full size sets of plans;
 - a. Two (2) full size and eight (8) 18"x24" copies will be provided once the application is deemed complete
- 3) Signed Planning and Zoning Application;

- 4) Completed Conceptual Plan Checklist;
- 5) Parking Waiver Supporting Document;
- 6) ITE Trip Generation Estimates.

Sincerely,

Shawn Cunningham, EI