

**CITY OF ESSEX JUNCTION  
DEVELOPMENT REVIEW BOARD  
PUBLIC HEARING AGENDA  
MARCH 21, 2024  
6:30 P.M.**

*This meeting will be held in-person at 2 Lincoln Street and remotely. Available options to watch or join the meeting:*

- **WATCH:** The meeting will be live-streamed on [Town Meeting TV](#).
- **JOIN ZOOM MEETING:** [Click here to join the meeting](#)
- **JOIN CALLING:** Join via conference call (*audio only*): 1(888) 788-0099 (toll free) | Conference ID: 839 2599 0985 Passcode: 940993
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **MUTE YOUR MIC:** When not speaking, please mute your microphone on your computer/phone.

**I. Additions or Amendments to Agenda**

**I. Public to be Heard**

**II. Minutes**

A. Regular Meeting – February 15, 2024

**IV. Public Meeting**

A. Conceptual site plan for removal of building #14 at 5 Fuller Place to construct a 32-unit apartment building with underground parking at 5 Fuller Place in the MCU District by O’Leary-Burke Civil Associates, agents for 222 Franklin, Inc., owner.

**V. Public Hearing**

A. Final site plan to convert an existing duplex into a tri-plex with two additional parking spaces at 4 Church Street in the MF3 District by John Giroux, owner.

**VI. Other Development Review Board Items**

**VII. Adjournment**

Members of the public are encouraged to speak during the Public-To-Be-Heard agenda item, during a Public Hearing, or, when recognized by the Chair, during consideration of a specific agenda item. Public comments are limited to a three minute rule unless waived by the Development Review Board Chair.

This meeting will be held in the conference room of the Essex Junction municipal building at 2 Lincoln St., Essex Jct., VT and on Zoom at the link above. Reasonable accommodations will be provided upon request to the City, 802-878-6950, to assure that City meetings are accessible to all individuals regardless of disability.

For information please contact the Community Development Department from 8 – 4:30 at 802-878-6950 or the website [www.essexjunction.org](http://www.essexjunction.org).

**CITY OF ESSEX JUNCTION  
DEVELOPMENT REVIEW BOARD  
MINUTES OF MEETING  
FEBRUARY 15, 2024  
DRAFT**

**MEMBERS PRESENT:** John Alden, Chair; Cristin Gildea, Maggie Massey, Dylan Zwicky

**MEMBERS ABSENT:** Robert Mount, Vice-Chair

**ADMINISTRATION:** Jennifer Marbl, City Planner; Harlan Smith, Buildings Coordinator/Essex Junction Recreation and Parks Grounds & Facilities Manager; Chris Yuen, Community Development Director

**OTHERS PRESENT:** Marcus Certa, City Councilor; Diane Clemens, Planning Commissioner; John Giroux; Patrick Giroux; Carla Smalling

**1. CALL TO ORDER**

Mr. Alden called the meeting to order at 6:30 PM. Ms. Marbl noted that this is a hybrid meeting, and that staff are present at the City offices to ensure public participation. While efforts will be made to accommodate remote public participants, in-person participation is the only legally mandated form of public participation.

**2. ADDITIONS OR AMENDMENTS TO AGENDA**

No additions or amendments.

**3. PUBLIC TO BE HEARD**

None.

**4. MINUTES**

**a. Regular Meeting – December 19, 2023**

**MOTION by CRISTIN GILDEA, SECOND by MAGGIE MASSEY, to approve the minutes. The motion passed 4-0.**

**5. PUBLIC HEARING**

Ms. Marbl swore in all individuals who intended to speak during this hearing under the following oath: “I hereby swear that the evidence I give in the cause under consideration shall be the whole truth, nothing but the truth so help me God or under the pains and penalties of perjury”

**a. Conceptual site plan to convert an existing duplex into a tri-plex with two additional parking spaces at 4 Church Street in the MF3 District by John Giroux, owner**

Patrick and John Giroux presented the project. Ms. Marbl said that there were no issues found in the staff report. Currently, the property is a duplex with the upper floor as one unit, and the basement and lower floor as another. This project proposes a triplex with each floor as its own unit. A bathroom and kitchen will be added to the basement as well as an egress window. Nothing will be added to the exterior besides the egress window and an additional power panel. Mr. Alden asked if there is a requirement that the parking area be paved, Ms. Marbl said that she would check. It is the applicant’s preference that the parking area be gravel. Mr. Alden suggested adding a condition that the project comply with all requirements of the LDC and Vermont Fire Safety regulations.

Mr. Alden requested public input. Ms. Smalling said that she lives next door to the property, and that there have been many police calls to the location. She described complaints from previous tenants regarding mold and a lack of railings. Mr. Alden asked if there were any outstanding violations on the property, and Ms. Marbl said that there were none that she found. Mr. Alden said that the DRB does not have enforcement powers and suggested that Ms. Smalling contact the City Council. Ms. Smalling asked about parking, stating that there is only room for two vehicles. Mr. Alden said that the applicant will be responsible for five parking spaces, some which can be tandem. Ms. Clemens asked about trash facilities. Mr. John Giroux said that each apartment has their own bins which they are responsible for. Mr. Alden suggested checking trash screening requirements for possible inclusion in the conditions. Ms. Smalling questioned the ability of the applicant to park five vehicles, noting that two cars cannot fit side by side. Mr. Alden confirmed that tandem parking would occur. Via Zoom chat, Mr. Certa asked if there was a limitation on the percentage of impermeable surface on properties in the Land Development Code (LDC). Ms. Marbl said that this property is under the 40% requirement.

**Motion by JOHN ALDEN, no second, to close the public hearing. Motion passed 4-0.**

**Motion by MAGGIE MASSEY, second by DYLAN ZWICKY, to approve the project with staff comments and conditions as proposed including the additional comments made on fire and trash. Motion passed 4-0.**

**b. Design review for exterior site work and the proposed new vestibule of Lincoln Hall at 2 Lincoln Street in the VC District for Design Review and Historic Preservation, by Scott & Partners, Inc., Architects, agent for City of Essex Junction, owners**

Mr. Alden disclosed a conflict of interest with this project and said that he would be presenting the project on behalf of the applicant. Mr. Zwicky will serve as the Chair for this item and Ms. Marbl swore in Mr. Alden and Mr. Smith with the following oath "I hereby swear that the evidence I give in the cause under consideration shall be the whole truth, nothing but the truth so help me God or under the pains and penalties of perjury"

Mr. Alden, of Scott & Partners, said that this project entails the addition of an elevator and the reconfiguration of the office space on both floors. Minor improvements will be made to the second-floor space and additional bathrooms will be added. A new vestibule will be added on the outside of the building and a larger lobby will be included. The public will be concentrated in the center portion of the building. Central air will be included throughout the building. The basement will only be used for storage and no longer as an office space. Mr. Alden detailed changes to the emergency exits and fire escapes. New cables will be run to the transformer, and the generator will not be moved. No electrical upgrades are expected. Mr. Alden displayed the exterior site plan and said that the stamped concrete will be replaced for additional accessibility. Additional striping work and grading will be required for ADA accessibility. Sidewalk connectivity between Lincoln Hall and the library was discussed but was not considered to be feasible. The possibility of decorative wraps on the existing generator was discussed. Providing it is in accordance with historical standards, a window would be added near the arch of the lobby which would allow more natural light to come in. Mr. Smith said that he would explore requirements for bike parking, and that employees can use the basement for bike parking. A sheltered bike area for the use of the teen center was discussed, which could be cemented in place.

Mr. Zwicky requested public input. Mr. Certa asked if bike parking could be put closer to the library, and Mr. Smith said that it is anticipated that there would be bike parking in both locations. Mr. Smith said that the Clerk's office will use the basement for storage, and that the other, non-municipal storage uses for the basement have been relocated.

**CRISTEA GILDEA made a motion, seconded by MAGGIE MASSEY to close the hearing. Motion passed 3-0.**

Mr. Zwicky said that the DRB's responsibility is to make sure that this project is in line with section 604.E of the LDC. He suggested reviewing each item line by line to determine this.

- The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. Criteria met.
- Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken. Criteria met.
- Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved. Criteria met.
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved. Criteria met.
- Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence. Criteria met.
- Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible. Criteria met.
- Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken. Criteria met.
- New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment. Criteria met.
- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. Criteria met.

Ms. Marbl confirmed that this project would provide pedestrian and bike accessibility, as well as public space. She will add this as a formal condition of approval. Mr. Zwicky asked who would be responsible for approving the art on the generator, Ms. Marbl said that she was uncertain but that there are going to be regulations for murals in the new City Plan. Mr. Smith suggested holding a public art contest.

**CRISTIN GILDEA a motion, seconded by MAGGIE MASSEY to approve the design review proposal, the proposed changes to the exterior of Lincoln Hall at 2 Lincoln Street in accordance**

with design review and historic preservation criteria outlined in 604E of the LDC with the additional requirement that the bike parking be out. Motion passed 3-0.

## **6. OTHER DEVELOPMENT REVIEW BOARD ITEMS**

### **a. Sign application determination for replacement of the free-standing sign at the Essex Town Offices at 81 Main Street in the PRO District Historic Preservation Overlay.**

Mr. Alden said that the current sign is many years old and is in poor condition. Ms. Marbl said that it is unclear if this project needs to be reviewed by the DRB, but staff are erring on the side of caution. Ms. Marbl said that Mr. Yuen has requested that the DRB consider whether sign permits in the design review overlay district are indeed exempt from design review, or if such should be required. Mr. Alden said that the DRB could get overwhelmed with the quantity of sign permits, and that he does not think that such would be necessary. Mr. Alden said that he feels that the sign under consideration is appropriate and expected for the location. Ms. Gildea said that she does not feel that signage should be exempt, as the DRB should have a say in its design. Mr. Yuen clarified his request and said that, according to their interpretation of the LDC, Village Center sign permits are exempt from design review, however this wording did not get transferred to the section on the design review overlay district. He feels that signs in both areas should be treated the same way, under administrative review, and wanted the DRB to confirm their feelings on this matter. Signs would be reviewed if they are part of a larger project with DRB review. Mr. Alden requested public comment. Ms. Clemens, Planning Commissioner, suggested approving this application.

**MAGGIE MASSEY made a motion, seconded by DYLAN ZWICKY to agree with administration. Motion passed 4-0.**

### **b. Discussion of construction progress at 94 Pearl Street.**

Mr. Alden said that a hotel is being constructed at this address, and that it was approved by the Planning Commission, who only had site plan approval, not design control. The DRB still does not know what it is going to look like. The hotel will be a Handy Suites extended stay and the drawings are included in the packet. Ms. Gildea said that she requested that this be added to the agenda, and that she is concerned about the entry and exit points onto the street and the impact on traffic. Ms. Marbl said that the parking lot has both a one-way and two-way traffic flow, with one of the driveways being exit only. Ms. Gildea said that this section of Pearl Street is narrower, and that she is concerned about the bike and pedestrian impact. Ms. Clemens said that she is also concerned about the traffic impact, as well as poor signage. She also pointed out other inconsistencies with the project plans and what was built, including a lack of rain garden and incorrect traffic patterns.

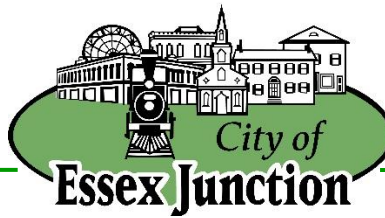
The entire building is not yet fully constructed, and Mr. Alden suggested that a full review occur prior to the issuance of any certificates of occupancy. Ms. Gildea said that this area is not safe to walk or bike and encouraged future development to have more accommodations. She asked why this has been allowed to continue, and Ms. Marbl said that the change of use was done administratively as well as the certificate of occupancy. Mr. Alden noted that Pearl Street has many buildings that are existing non-conforming uses, such as the fast-food restaurants. Mr. Alden said that previous iterations of the plans for this project were more in accordance with the intentions of the district. Mr. Alden requested that staff get the requested completion date and when the rest of the property attributes will be conducted.

**7. ADJOURNMENT**

**CRISTIN GILDEA made a motion, SECONDED by MAGGIE MASSEY, to adjourn the meeting. The motion passed 5-0.**

The meeting was adjourned at 8:41 PM.

Respectfully submitted,  
Darby Mayville



## Staff Report

**To:** Development Review Board  
**From:** Jennifer Marbl  
**Date:** 03/13/2024  
**Subject:** 4 Church Street – Final Site Plan Review for converting a duplex into a triplex  
**File:** SP# 1.2024.1

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There have been minor changes to the floor plan, regarding laundry rooms, closets, and related supporting utilities. Beyond this, nothing impacting zoning requirements has changed between this review and the previous, preliminary review on February 15<sup>th</sup>, 2024.

### **EXISTING CONDITIONS AND GENERAL INFORMATION**

**Project Location:** 4 Church Street

**Project Area Size:** 18,380 sq.ft.

**Lot Frontage:** 80.75 feet

**Existing Land Use:** Residential

**Surrounding Land Use:** Residential

**Zoning District:** Multi-family Residential 3

**Minimum Lot Size:** 5,000 sq.ft. (0.11 acres)

**Lot Coverage:** 19% Existing; 22% Proposed

#### **Project Description:**

The applicant proposes converting the existing residential duplex into a triplex. The building currently has one residential dwelling unit on the upper floor, and another encompassing the ground floor and basement. The new layout would divide the latter dwelling unit, resulting in a separate dwelling unit on each floor. Additionally, the applicant proposes to add two gravel parking spots to the side of the property.

### **Section 502: Approval Procedures for Activities Requiring Review Under Chapters 6 and 7**

#### F. Approval of Site Plans

3. *Conceptual Site Plan. A Conceptual Site Plan Review is required for the proposal of three (3) or more housing units on a single lot. The purpose of the Conceptual Site Plan Review is to discuss initial project feasibility and to give the applicant the right to proceed.*

### **Section 603: Multi-Family Residential 3 (MF-3)**

#### B. Lot Size/Lot Coverage

1. *The minimum lot size shall contain seven thousand five hundred (7,500) square feet for the first dwelling unit plus three thousand (3,000) square feet for each additional dwelling unit in the same structure or within an accessory structure existing on the effective date of this Code, as long as the existing accessory structure is not expanded.*

**The lot is 18,380 sq.ft. and meets the lot size requirements for a three-dwelling-unit building.**

2. Lot Coverage

**The proposed lot coverage is 22%, which is below the maximum allowed lot coverage of 40%.**

C. Setback Requirements

1. The minimum front yard setback is thirty feet. The front yard setback for single family buildings is established by the average setback of the principal structures on the two adjacent lots. Side and rear yard setbacks are both 10 feet.

**There is no proposed change to the front setback.**

D. Maximum Number of Dwelling Units

Under the provisions of the Vermont HOME Act of 2023, multiunit dwellings with four or fewer units are permitted uses in any district served by municipal sewer and water infrastructure. The applicant's proposal is within these limits.

F. Parking Requirements

See Section 703, below.

**Section 703: Parking and Loading**

C. Off-Street Parking Requirements

A minimum of one parking space per residential unit is required. Existing parking spaces are not delineated, but there is sufficient space allotted for, at minimum, three vehicles.

**The applicant proposes to add two additional parking spaces, for a total of 5 spaces.**

K. Other Parking Standards and Applicability

1. Surfacing: The LDC requires that parking areas be hard-surfaced, or gravel.

**Section 705: Curb Cut and Access to Public Streets**

The subject property currently has 2 curb cuts, one of which is also used as an access drive to the adjacent 55 Main Street commercial property. Although Section 705.B.1 now allows for only one curb cut per lot, the property's two curb cuts are pre-existing and not proposed to change.



**Section 1102: Sewer Allocation**

The applicant should submit Sewer Allocation Request and Water Service Forms along with associated fees as a condition of final approval; the applicant has submitted the forms.

**Residential Building Efficiency Standards**

30 V.S.A. § 51 requires that altered portions of existing buildings comply with the Residential Building Energy Standards. The applicant will be required to provide RBES self-certification documentation prior to the issuance of a certificate of occupancy.

**Recommendations:**

Staff recommends the Development Review Board approve this final site plan application.

**Proposed Conditions**

1. All staff comments are addressed to the satisfaction of staff and the DRB.
2. The applicant shall request and obtain additional sewer capacity allocations for this project from the City prior to the issuance of a zoning permit.
3. The proposed parking area shall be hard-surfaced or gravel.

City of Essex Junction, VT  
Development Application

For Office Use:

SP1-2024-1  
Permit #

Planned Unit Development: Scale: _____ Minor _____ Major	Stage: _____ Conceptual _____ Preliminary _____ Final
Site Plan: Scale: _____ Minor _____ Major	Stage: _____ Conceptual <input checked="" type="checkbox"/> Final
Subdivision: Type: _____ Sketch _____ Preliminary	Other: _____ Variance _____ Conditional Use

Property description (address) for application

4 Church St, Essex Jct, VT 05452

General Information

Applicant John Giroux Day Phone# 802-879-0173  
Address 5 Tiffany Lane, Essex Jct, VT 05452  
Email Address NONE

Owner of Record (attach affidavit if not applicant)

Name \_\_\_\_\_ Day Phone# \_\_\_\_\_  
Address \_\_\_\_\_

Applicant's agents

Name \_\_\_\_\_ Day Phone# \_\_\_\_\_  
Address \_\_\_\_\_

Property information

Zoning District M-F3 Current Use 2 Single Family Dwelling Tax Map # 29  
Lot # 73 Lot size sf 18,380 S.F.

Other Information

Street frontage (public or private) 90.75 ft. Proposed height N/A  
Proposed number of stories 5 Estimated completion date \_\_\_\_\_  
Proposed Parking Spaces 2 Required spaces \_\_\_\_\_  
Landscape cost \_\_\_\_\_

Lot coverage (include all structures and impervious surface)

Existing (sq ft.) 3541 plus proposed (sq ft.) 400 equals 3941 total sq .ft.  
Divided by 18,380 lot sq.ft. equals 22% percent of lot coverage

Submit one (1) full size copies, a PDF copy, GIS and supporting documentation required by the Code and the appropriate completed checklist for initial review by Staff. After Staff determines the application is complete, attach one (1) full size copies and six (6) 18" x 24" copies of your proposal, forty-five (45) days prior to a scheduled meeting. Applications that are not complete cannot be accepted for review.



Briefly describe your proposal (attach separate sheet if necessary)

See NARRATIVE

Describe all waiver requests (if applicable)

I certify that the information on this application is true and correct. I agree to abide by all the rules and regulations as specified in the land development code and any conditions placed upon approval of this application. In accordance with the Essex Junction City Council Policy for Funding Engineer Plan Review and Inspections, the applicant, by signing this form agrees to pay for the actual cost of engineering plan review and construction inspections by the City Engineer.

Applicant John Giroux

Date Feb 26, 2024

Land Owner (if different) [Signature]

Date Feb 26, 2024

RECEIVED

Staff Action FEB 26 2024

Date received: City of Essex Junction

Meeting date: 3/21/24

Board Action Approved  Denied

Date: \_\_\_\_\_

Other approvals/conditions: \_\_\_\_\_

\*\*Fee based on sq.ft. of improved area per current Fee Schedule

Staff Signature \_\_\_\_\_

Date \_\_\_\_\_

Fee Amount: \*\*  
\$165.00

PAID  
Fee Verified:  
**FEB 26 2024**  
City of Essex Junction



Property located at 4 Church St, Essex Jct is a 2 story duplex. The First Floor and Basement has 3 bedrooms and second Floor has two bedrooms.

I would like to divide the duplex into a triplex, one apt per floor.

Enclosed are drawings showing what exist and what I am proposing for the First Floor and Basement.

There are no changes on the outside except for the Bedroom window, maybe the Dining Room.

John Giroux

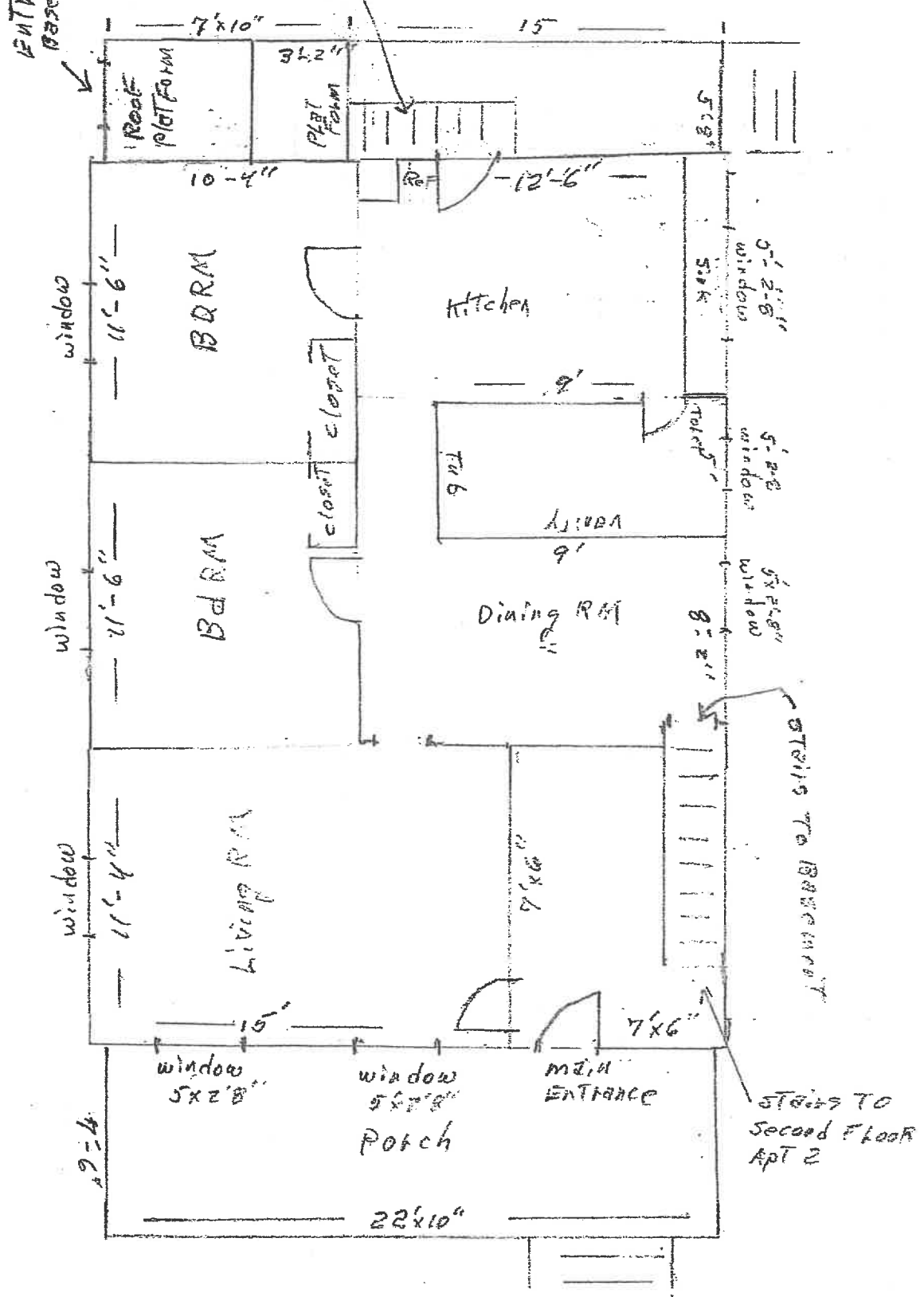
2-27-24 From conceptual approval, I am removing the stairs going to basement and making a closet above the stairs.

IN The Basement, I am removing the Furnace (hot air) and duct work, per submitted plans.

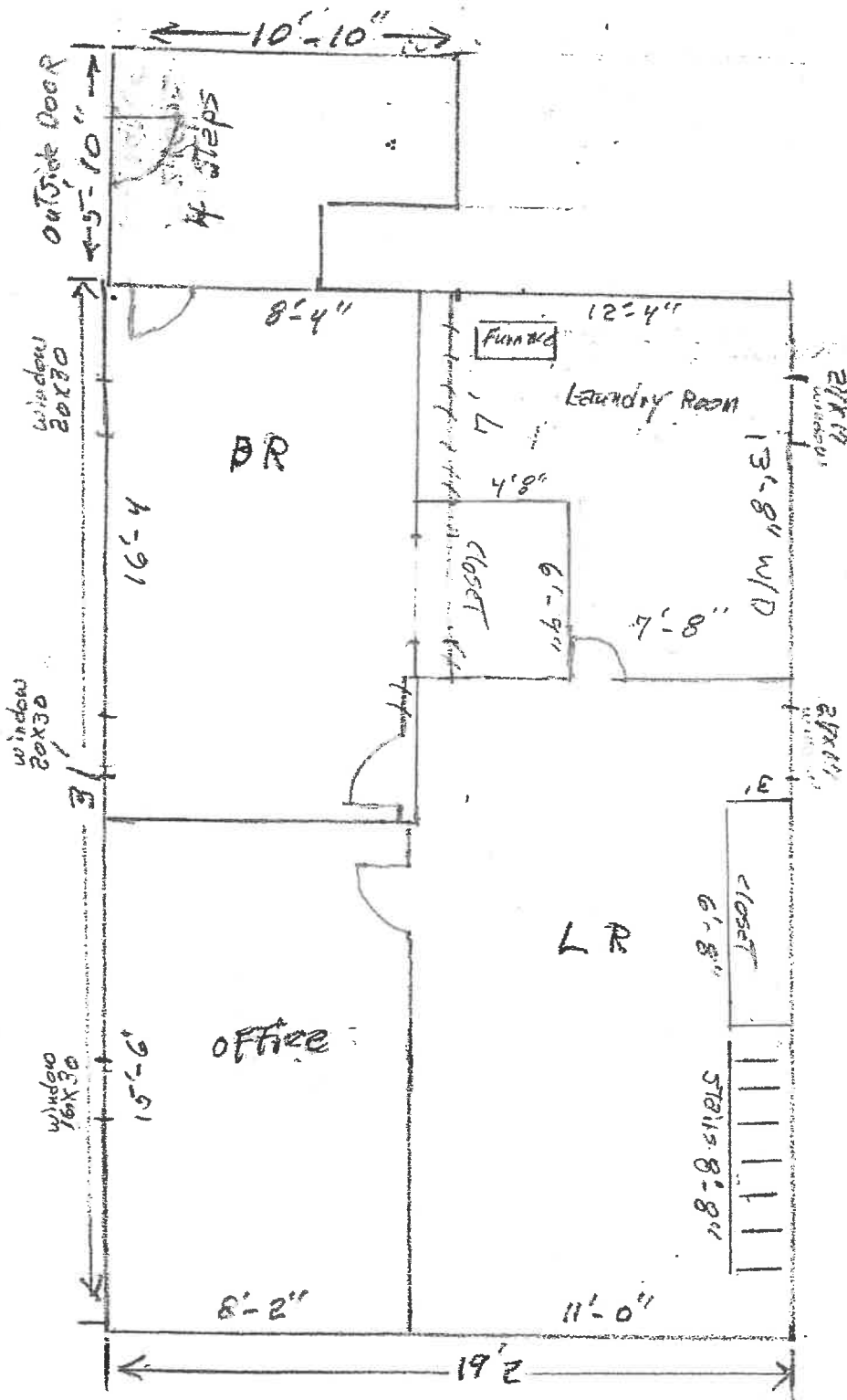
# FIRST FLOOR Apt 1 EXISTING

ENTRANCE TO  
BASEMENT Apt

STAIRS TO  
SECOND FLOOR  
Apt 2



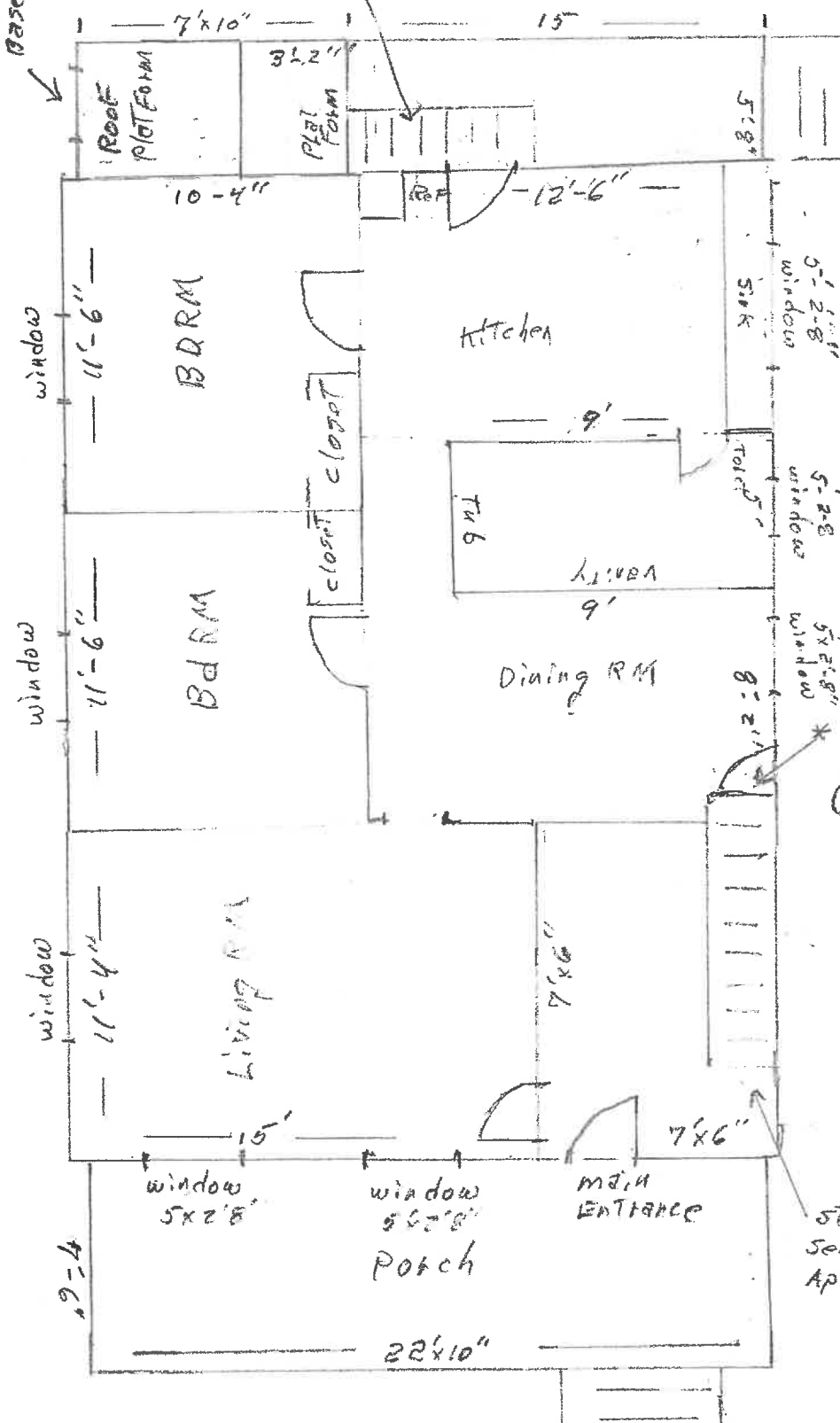
EXISTING BASEMENT



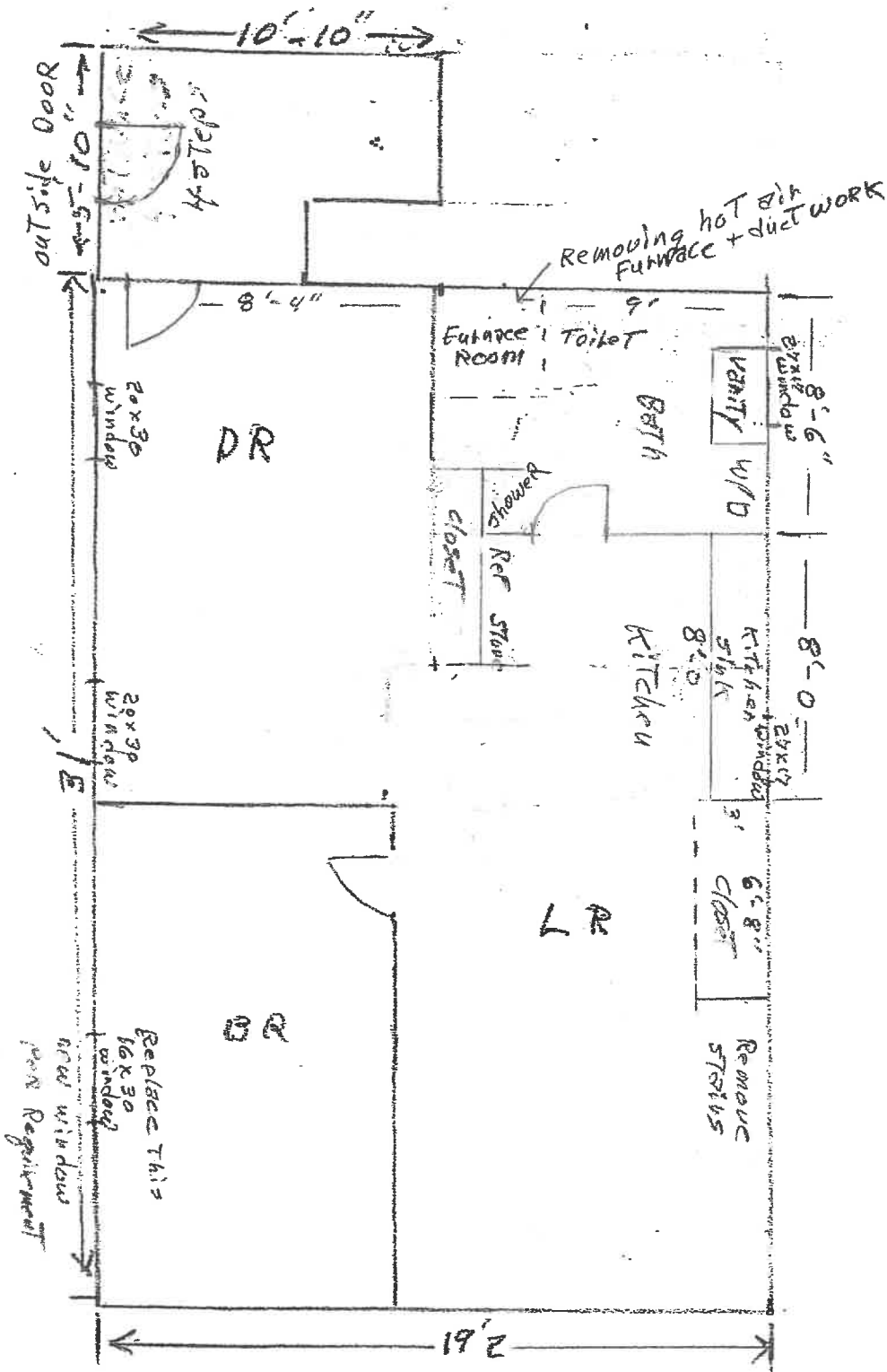
# FIRST FLOOR Apt 1 Proposed \*

ENTRANCE TO  
BASEMENT APT

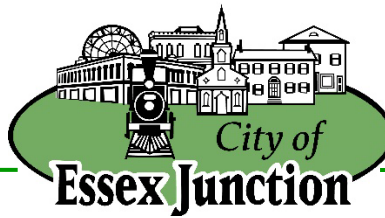
STAIRS TO  
SECOND FLOOR  
APT 2



# Proposed Basement







## 5 Fuller Place Staff Report

**To:** Development Review Board  
**From:** Jennifer Marbl  
**Date:** 03/12/2024  
**Subject:** Riverside in the Village - 5 Fuller Place – Conceptual Site Plan Review for demolition of an existing building and construction of a 32-unit residential apartment building  
**File:** SP# 1.2001.48

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### EXISTING CONDITIONS AND GENERAL INFORMATION

**Project Location:** 5 Fuller Place

**Project Area Size:** 1,224,471 sq. ft. (28.11 acres)

**Lot Frontage:** 275 ft

**Existing Land Use:** Residential

**Surrounding Land Use:** Residential and Commercial

**Zoning District:** Mixed Commercial Use

**Minimum Lot Size:** 15,000 sq. ft. (0.34 acres)

**Lot Coverage:** 37.2% (Existing); 38.1% (Proposed)

#### **Project Description:**

The applicant proposes the demolition of an existing multi-family residential building and the construction of a new four-story multi-family residential building with 32 apartment units. The proposed building will have twenty-four 1-bedroom units and eight 2-bedroom units with twenty-two underground parking spaces along with an additional two spaces of at-grade parking spaces. The existing parking will be preserved by reducing the existing two-way circulation to a one-way.

### SECTION 615: MIXED COMMERCIAL USE DISTRICT (MCU)

#### A. Lot Size/Lot Coverage

Minimum lot size is 15,000 square feet and the maximum lot coverage is 65%.

**The entire lot for this project is 1,224,471 square feet (28.1 acres) and the proposed lot coverage is 38.1%, which is within the limits of Section 615.A**

#### B. Setback Requirements

The setbacks for this district are as follows: front yard 20ft., side yard 10 ft., and rear yard 10 ft. This building is not located within the setbacks.

E. Parking Requirements

Parking requirements are as specified in section 703.

F. Building Height

*"...building heights shall not exceed four (4) stories or fifty-eight (58) feet, whichever is less."*

**The proposed building height is four stories, and 50 feet.**

**SECTION 514: APPROVAL OF ACTIVITIES INVOLVING THE DISTURBANCE OF MORE THAN 0.5 ACRE OF LAND**

Construction activities on sites larger than 0.5 acres requires that the applicant conform to State of Vermont Best Site Management Practices for erosion and sediment control. The proposed project site is 0.46 acres in size and is not subject to these requirements. However, the applicant is encouraged to follow practices outlined in "The Low Risk Site Handbook for Erosion Prevention and Sediment Control" (as amended) or in the "Vermont Erosion Prevention and Sediment Control Field Guide" (as amended).

**SECTION 515: APPROVAL OF ACTIVITIES INVOLVING THE DISTURBANCE OF EQUAL TO OR GREATER THAN ONE (1) ACRE AND/OR THE CREATION OF MORE THAN 0.5 ACRE OF IMPERVIOUS SURFACE**

The LDC does not require municipal stormwater management plan review for this project as it creates less than 0.5 Acres of impervious surface. However, in consideration of the MS4 requirements applicable to the City of Essex Junction, the applicant is encouraged to provide on-site treatment and control of stormwater runoff to the maximum extent practicable; thereby decreasing the potential for additional improvements being required by the City in the future as part of the MS4 permit and Flow Restoration Planning requirements.

**SECTION 516: APPROVAL OF ACTIVITIES INVOLVING DEVELOPMENT WITHIN 200 FEET OF A WATERWAY, FLOODPLAIN OR WETLAND**

A. Review Requirement

The proposed development is within 200 ft of a waterway, floodplain or wetland, and is therefore subject to the requirements of Section 516. Plans with sufficient details on the project's impact on the adjacent stream have not been submitted as a part of the conceptual site plan application. A full engineering review will be conducted at the time of final site application.

C. Application Requirements

The final site plan application should be made to indicate the distance from the proposed structures and construction activity to nearby waterways, floodplain or wetland and the percent slope of the proposed site.

H. Riparian Buffer Landscaping Requirements

Section 516.H includes standards to promote the establishment and protection of heavily vegetated areas of native vegetation and trees along waterways to reduce the impact of stormwater runoff, prevent soil erosion, protect wildlife, fish habitat and maintain water quality. The proposed buildings and new driveways appear to be within or in close proximity of the

riparian buffer of a waterway. The final site plan will be required to include details to demonstrate compliance with these standards.

### **SECTION 703: PARKING AND LOADING**

#### C. Off-Street Parking Requirements

Section 703 requires a minimum of one parking space per unit plus one guest parking space for every 10 units, rounded to the nearest whole number. Based on the proposed number of units, 36 total parking spaces would be required for this building. The application includes only twenty-four spaces within the specified project area; however, the entire site would have a total of 730 parking spaces for a total of 456 units, which exceeds the required 532 spaces.

#### 2. Parking Aisle Dimensions

The applicant is seeking a waiver of the LDC requirements to allow a 22' wide travel aisle in the parking area due to spatial constraints. The LDC requires a minimum of 24' wide travel aisle in parking areas for two-way traffic.

City Staff supports this waiver. The narrower travel aisle is unlikely to be a safety issue, as travel speeds are expected to be low and because these dimensions are still in line with many nearby existing parking lots, including previous phases of the Riverside by the Village development.

**The DRB should consider approval of a waiver for a 22' parking travel aisle.**

#### K. Other Parking Standards and Applicability

##### 1. Location.

Per the LDC requirements, all proposed parking will be located on the project site.

##### 3. Surfacing

Per the LDC requirements, all proposed parking areas will have a paved surface.

##### 4. Drainage

The applicant will need to provide parking area drainage details that demonstrate compliance with Section 703.K as a part of the Final Site Plan application.

#### L. Bicycle Parking and Storage Standards and Applicability

As of 2023, the Land Development Code now requires both Long-Term and Short-Term bicycle parking for multi-family residential developments. Long-term bike parking spaces are meant for residents and should be in a secure, accessible space. Short-term bike parking is meant for visitors and should be conveniently located near entrances.

Section 703.L requires a minimum of 1 short-term bike parking space per 10 residential units (or 6 spaces). Long term bike storage for residential units is required for 1 bike parking space per residential unit. Long-term spaces may be accommodated in a ground-floor room, or in an access-controlled area of the parking garage. Alternatively, it can be accommodated in a

separate outdoor structure as depicted in Figure 1 below.

**Based on the unit count, this building requires four short-term bike parking spaces and thirty-two long-term bike parking spaces. The final plan should specify the location of both sort and long-term bike storage areas.**



Figure 1: Example of compact bike cage with angled and vertical bike storage.

#### **SECTION 704: LIGHTING**

The applicant should provide a lighting plan for the final site plan review. This should be drawn at a maximum scale of one inch to twenty feet, indicate all proposed lighting fixtures, proposed mounting height and wattage, the location of all exterior lighting, and a numerical grid of lighting levels in foot candles.

#### **SECTION 705: CURB CUTS**

This project does not require a new curb cut as it continues to use existing access to public streets.

#### **SECTION 706: ACCESSORY USES AND STRUCTURES**

##### J. Dumpsters or Other Trash Containers:

Dumpsters should be screened from public view with a nontransparent fence or landscaping up to six feet high. Dumpsters must have covers and drainage plugs, must be constructed from non-combustible materials, and must be placed at specified distances from structures. These regulations do not apply to residential use for up to four family dwellings.

**The building will be served by the existing dumpsters to the north of the building.**

#### **SECTION 707: FENCES**

No additional or new fencing is depicted in the conceptual plan.

#### **SECTION 708: SCREENING/BUFFERING**

##### B. Standards

3. *“Any multi-family use located adjacent to a single-family use shall provide a buffer zone of not less than fifteen (15) feet. The buffer zone shall be landscaped in such a manner as to minimize impact on the adjoining single-family use.”*

Although this lot is adjacent to single-family lots, this proposed building is not located near the border of the lot; therefore, no buffer is required.

**SECTION 709: PRIVATE STREETS**

1. The applicant shall submit documentation common to all properties to ensure the continued maintenance of the private street.
2. The applicant shall submit documentation to ensure snow removal on the private street, as well as include the snow storage area on the plans.

**SECTION 710: VISIBILITY TRIANGLES**

**Access to this building is through private connecting streets throughout the lot. There are no obvious visibility triangle issues.**

**718: PERFORMANCE STANDARDS**

G. Visual Impact

*Section 718.G states:*

*The Development Review Board may review visual impact of any proposed development located in any Commercial or Industrial District. The Development Review Board may place conditions on any approval or may require the alteration or relocation of any proposed structure which in its opinion would significantly alter the existing character of the area.*

*1. Factors for Evaluation. Visual impact shall be evaluated through analysis of the following factors and characteristics:*

*(a) Conformance to all regulations and standards as specified herein.*

*(b) Selection and appropriate use of materials.*

*(c) Harmony and compatibility of architectural character with surrounding structures.*

*(d) Exterior space utilization in regard to efficient use of site and existing significant natural or man-made features.*

*(e) Circulation - vehicular and pedestrian.*

*(f) Height, size and bulk of proposed and adjoining buildings.*

*(g) Creativity.*

**The DRB should determine whether the proposed development is consistent with surrounding design aesthetics based on the requirements of Section 718.G**

**SECTION 719: LANDSCAPE AND TREE PLANTING REQUIREMENTS**

Section 719 outlines regulations aimed at protecting and improving the community's environmental, economic, and aesthetic quality to promote public health, safety, and welfare. This should be completed by a landscape architect, a landscape designer, or competent landscape professional. Landscaping requirements include a minimum of two percent of the total construction cost for new projects over \$250,000.

The applicant has submitted a conceptual landscaping plan that indicates new plantings in front of the building. **For the final submission, the applicant should provide a landscape plan that includes the estimated total cost of the landscaping equal to a total of two percent of the total construction cost.**

**SECTION 720: LOT FRONTAGE**

The proposed lot frontage is far greater than the required sixty-foot minimum.

**SECTION 1102: SEWER ALLOCATION**

The Wastewater Department has granted preliminary approval for the required wastewater capacity allocation for this proposed development. Sewer allocation and connection fees may apply.

**Final submission should specify the location of the connection to the public sewer system.**

**The applicant shall pay all associated sewer connection and allocation fees as a condition of final approval.**

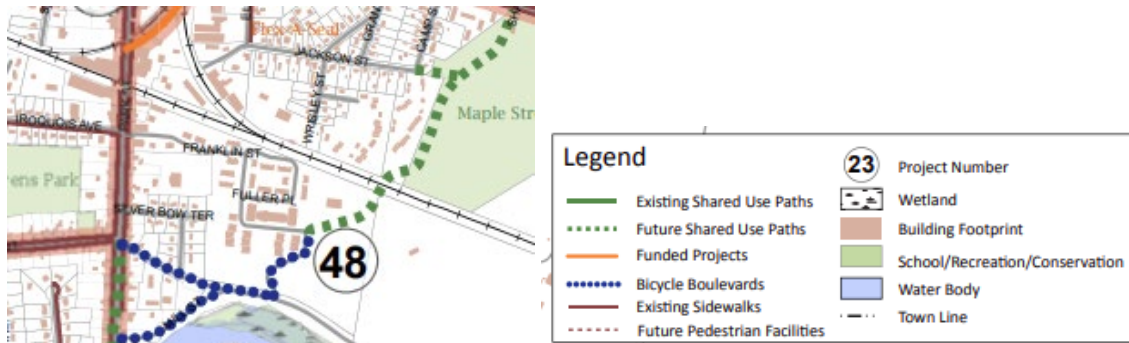
**Technical Review / Other sections of the LDC**

The conceptual site plan review process focuses only on basic land-use and dimensional and aesthetic design aspects of the proposal. A full technical review of this application has not been conducted by City Staff. Additional requirements of the LDC are applicable and will be reviewed during Final Site Plan Review.

**Additional Staff Comments**

- Compatibility with Other Plans

The 2015 Essex and Essex Junction Bicycle and Pedestrian Plan includes conceptual plans for a pedestrian pathway adjacent to this project.. The site plan suggests that this development will not conflict with or prevent this future pathway.



- Electric Vehicle Charging

The Vermont Commercial Building Efficiency Standard includes Electric Vehicle Charging Requirements under C405.10 which may apply to this building. The final plan site plan should be drawn to include the location of all planned electric vehicle equipment.

- CBES vs RBES

The applicant's submission lists the "VT Residential Building Energy Efficiency Standards (RBES) (2015)" as an applicable code for this project. The RBES only applies to residential buildings three or fewer stories in height. Four story buildings like the one proposed by the applicant are required to meet the Vermont Commercial Building Energy Efficiency Standards (CBES) under 30

V.S.A. § 53. The final site plan application should be corrected to cite the 2020 CBES, or the 2024 CBES, when it comes into effect on July 1, 2024.

**Recommendations:**

Staff recommends the Development Review Board approve of the proposed conceptual site plan pending a determination of the following items:

- The DRB should consider approval of a waiver for a 22' parking travel isle.
- The DRB should determine whether the proposed development is consistent with surrounding design aesthetics based on the requirements of Section 718.G.

**Proposed Conditions**

- All staff comments shall be addressed to the satisfaction of City Staff
- Applicant shall submit record drawings for site utilities to the City of Essex Junction upon completion of construction, in both AutoCAD and PDF format.
- All new utilities shall be installed underground, per the LDC requirements in section 913.
- The final submission must include the details of the stormwater system compliant with the requirements in section 513.
- Bicycle parking shall be provided in accordance with the requirements of the Section 703.L
- Lighting shall be provided in accordance with Section 704.D.1 for the access drive, parking, and sidewalk areas.
- Applicant will be required to submit a full landscape plan prepared by a licensed landscape architect including construction cost estimates compliant with section 719.E as part of the final approval.
- Final submission shall specify the location of the connection to the public sewer system.
- Applicant shall pay all applicable sewer connection and allocation fees as a condition of final approval.

**City of Essex Junction, VT  
Development Application**

For Office Use:  Permit # _____
---------------------------------------

<b>Planned Unit Development:</b>	Scale: <input type="checkbox"/> Minor <input type="checkbox"/> Major	Stage: <input type="checkbox"/> Conceptual <input type="checkbox"/> Preliminary <input type="checkbox"/> Final
<b>Site Plan:</b>	Scale: <input type="checkbox"/> Minor <input type="checkbox"/> Major	Stage: <input checked="" type="checkbox"/> Conceptual <input type="checkbox"/> Final
<b>Subdivision:</b>	Type: <input type="checkbox"/> Sketch <input type="checkbox"/> Preliminary	Other: <input type="checkbox"/> Variance <input type="checkbox"/> Conditional Use

Property description (address) for application  
5 Fuller Place, Essex Jct., VT 05452

**General Information**

Applicant 222 Franklin, Inc. Day Phone# \_\_\_\_\_  
Address 44 Park Street, Essex Jct., VT 05452  
Email Address \_\_\_\_\_

**Owner of Record (attach affidavit if not applicant)**

Name 222 Franklin, Inc. Day Phone# \_\_\_\_\_  
Address 44 Park Street, Essex Jct., VT 05452

**Applicant's agents**

Name Bryan Currier - O'Leary-Burke Civil Associates Day Phone# 802-878-9990  
Address 13 Corporate Drive, Essex, VT 05452

**Property information**

Zoning District MCU Current Use Apartments Tax Map # 21  
Lot # 46,47 Lot size sf 28.11 ac

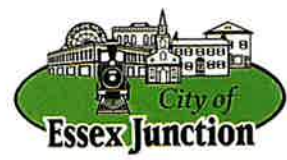
**Other Information**

Street frontage (public or private) 275 ft. Proposed height 50 ft  
Proposed number of stories 4 Estimated completion date Spring 2025  
Proposed Parking Spaces \_\_\_\_\_ Required spaces \_\_\_\_\_  
Landscape cost \_\_\_\_\_

**Lot coverage (include all structures and impervious surface)**

Existing (sq ft.) 455,989 plus proposed (sq .ft.) 10,759 equals 466,748 total sq .ft.  
Divided by 1,224,471 lot sq.ft. equals 38.1% percent of lot coverage

**Submit one (1) full size copies, a PDF copy, GIS and supporting documentation required by the Code and the appropriate completed checklist for initial review by Staff. After Staff determines the application is complete, attach one (1) full size copies and six (6) 18" x 24" copies of your proposal, forty-five (45) days prior to a scheduled meeting. Applications that are not complete cannot be accepted for review.**





**Briefly describe your proposal (attach separate sheet if necessary)**

222 Franklin, Inc. is applying for conceptual plan review of a proposed 4 story apartment building with underground parking totaling 8,465 SF in the residential planned unit development 'Riverside in the Village'. In order to construct the proposed building, the existing apartment building at 5 Fuller Place will be removed. The proposed building will contain 32 apartment units. The building will be very similar to 11 Franklin Street which was approved in 2019 and is currently being constructed.

**Describe all waiver requests (if applicable)**

I certify that the information on this application is true and correct. I agree to abide by all the rules and regulations as specified in the land development code and any conditions placed upon approval of this application. In accordance with the *Essex Junction City Council Policy for Funding Engineer Plan Review and Inspections*, the applicant, by signing this form agrees to pay for the actual cost of engineering plan review and construction inspections by the City Engineer.

*Paul M. Burt*

*01/11/2024*

Applicant

Date

Land Owner (if different)

Date

**Staff Action**

Date received: \_\_\_\_\_

Meeting date: \_\_\_\_\_

Board Action Approved \_\_\_\_\_ Denied \_\_\_\_\_

Date: \_\_\_\_\_

Other approvals/conditions: \_\_\_\_\_

**\*\*Fee based on sq.ft. of improved area per current Fee Schedule**

Staff Signature

Date

Fee Amount: \*\*

Fee Verified:





# O'Leary-Burke Civil Associates, PLC

CIVIL ENGINEERING | REGULATORY AND PERMIT PREPARATION | LAND SURVEYING | CONSTRUCTION SERVICES | LAND USE PLANNING

January 12, 2024

Terry Hass  
Community Development Director  
City of Essex Junction  
2 Lincoln Street

RE: Conceptual Plan Application – 222 Franklin, Inc  
5 Fuller Place – Riverside in the Village  
Essex Junction, VT

Dear Terry:

We are writing on behalf of 222 Franklin, Inc. c/o Al Bartlett to apply for conceptual plan review of a proposed 4-story apartment building within the 28.1 acre 'Riverside in the Village' residential planned unit development. The proposed building will have twenty-four (24) 1-bedroom units and eight (8) 2-bedroom units. The building will be very similar to 11 Franklin Street which was approved in 2019 and is currently under construction. The parcel (Tax Map 21, Lots 46,47) is located in the Mixed Commercial Use (MCU) zoning district.

The proposed apartment building will take the place of the existing building a 5 Fuller Place. It will offer 22 underground parking spaces along with an additional 2 spaces of at-grade parking. The existing parking area will be redesigned, decreasing to a one-way while maintaining the current number of parking spaces. The building will be served by existing municipal water and sewer services. Total flows associated with the building include 5,040 GPD of sewer and 5,600 GPD of water. 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) One (1) full size sets of plans;
  - a. Two (2) full size and six (6) 18"x24" copies will be provided once the application is deemed complete
- 3) Signed Development Application;
- 4) Completed Conceptual Plan Checklist;
- 5) ITE Trip Generation Estimates.

Sincerely,

A handwritten signature in black ink, appearing to read "Noah Palker". The signature is written in a cursive style with a large, stylized initial 'N'.

Noah Palker

CENTRAL VT RAILWAY

TO FIVE CORNERS

IROQUOIS AVE.

PARK STREET (VT ROUTE 2A)

FRANKLIN STREET

BLDG. #1  
48 PARK ST

BLDG. A  
44 PARK ST

BLDG. G  
MAINTENANCE GARAGE  
4 FRANKLIN ST

BLDG. B  
6 FRANKLIN ST

BLDG. #3  
10 FRANKLIN ST

BLDG. D  
(24 PARKING SPACES)  
11 FRANKLIN ST

BLDG. C  
(24 PARKING SPACES)  
15 FRANKLIN ST

BLDG. #2  
3 FRANKLIN ST

BLDG. #4  
10 FRANKLIN ST

BLDG. #5  
14 FRANKLIN ST

BLDG. #7  
10 FULLER PL

BLDG. #8  
8 FULLER PL

BLDG. #12  
4 FULLER PL

BLDG. #11  
2 FULLER PL

BLDG. #16  
1 FULLER PL

BLDG. #17  
3 FULLER PL

BLDG. #15  
9 FULLER PL

PROPOSED BLDG  
5 FULLER PLACE  
(22 APTS./22 PARKING SPACES)

PROJECT AREA  
28.11 ACRES

FRANKLIN STREET

FRANKLIN STREET

BLDG. #19  
(6-2BR)  
21 FRANKLIN ST

BLDG. #20  
(6-2BR)  
23 FRANKLIN ST

BLDG. #21  
25 FRANKLIN ST

BLDG. #22  
27 FRANKLIN ST

BLDG. #23  
29 FRANKLIN ST

BLDG. #24  
31 FRANKLIN ST

BLDG. #25  
33 FRANKLIN ST

BLDG. #26  
35 FRANKLIN ST

BLDG. #27  
37 FRANKLIN ST

BLDG. #28  
39 FRANKLIN ST

FRANKLIN STREET

FRANKLIN STREET

RIVER STREET

TO RIVER ST.

TO WILSTON

SILVER BOW TERRACE

STANTON DRIVE

MAIL

PLAYGROUND AREA

BLDG. K  
EXISTING DWL.

EXISTING DWL.

EXISTING DWL.

EXISTING DWL.

GAR.

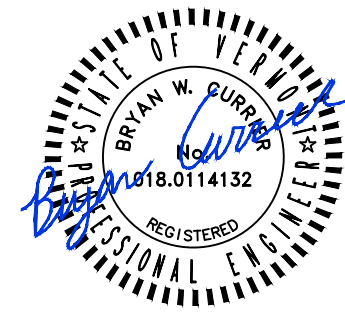
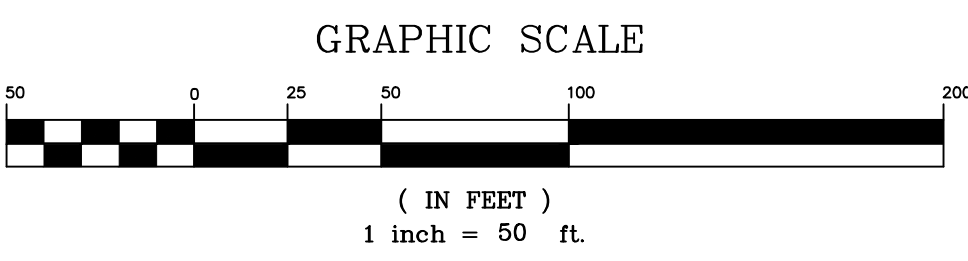
GAR.

EXISTING APTS.

THE CONTRACTOR SHALL NOTIFY "DIGSAFE" AT 1-888-DIG-SAFE PRIOR TO ANY EXCAVATION.

NOTES:  
1) THIS PLAN IS NOT TO BE USED FOR PROPERTY CONVEYANCE PURPOSES. SEE PROPERTY PLAT FOR PROPERTY CONVEYANCE PURPOSES.

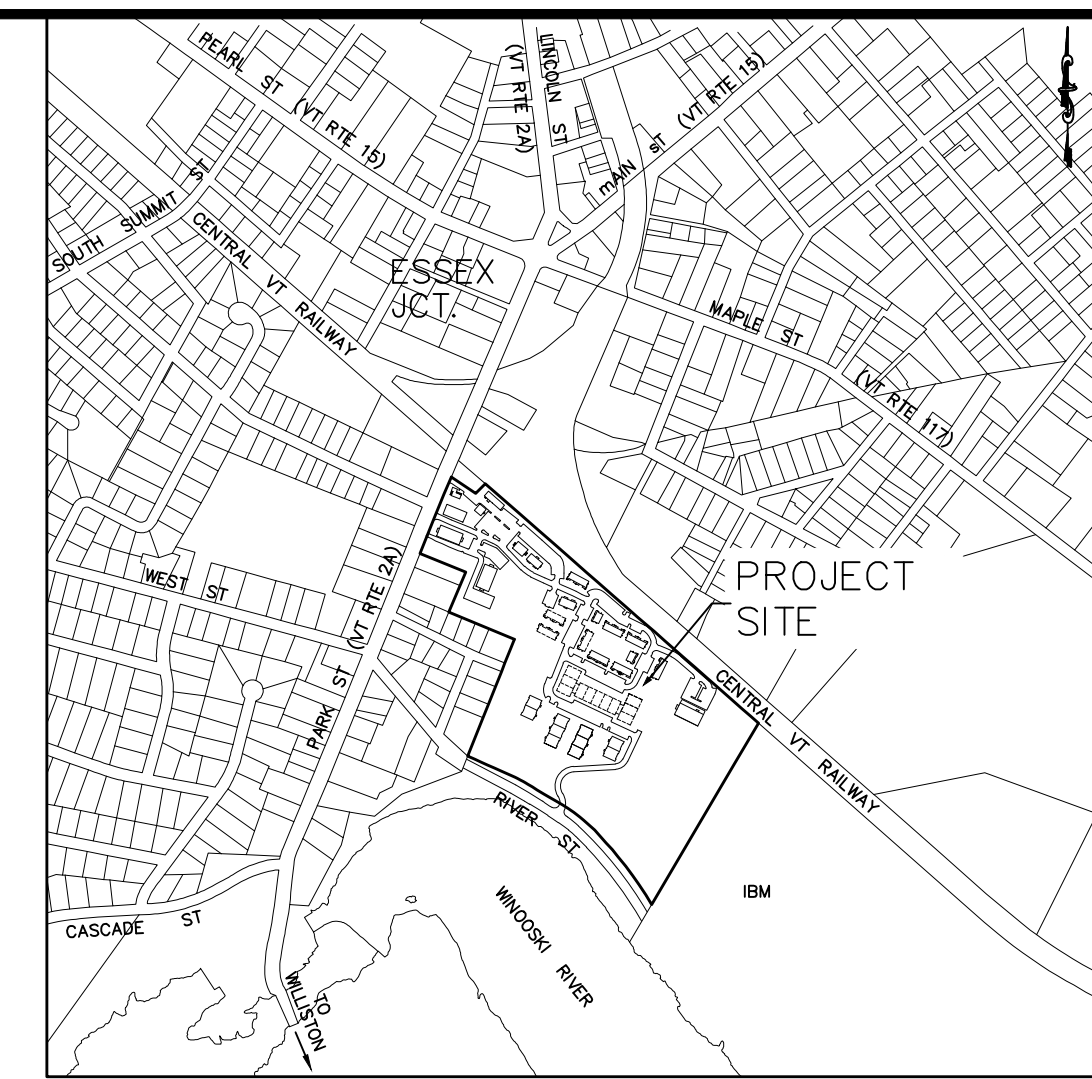
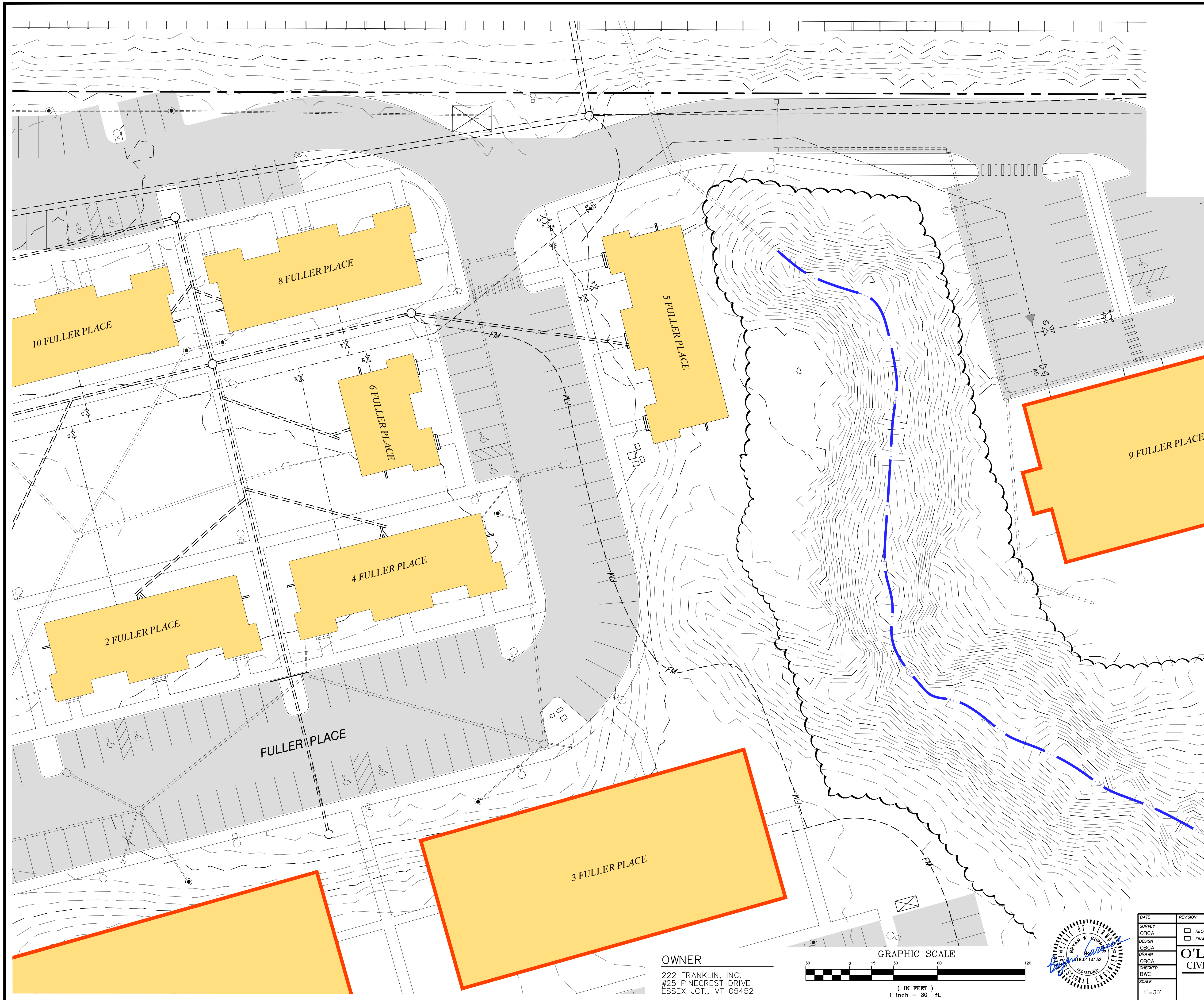
OWNER  
222 FRANKLIN, INC.  
#25 PINECREST DRIVE  
ESSEX JCT., VT 05452



DATE	REVISION	BY
SURVEY	<input type="checkbox"/> RECORD DRAWING <input type="checkbox"/> PRELIMINARY	11/22/23
OBCA	<input type="checkbox"/> FINAL <input checked="" type="checkbox"/> SKETCH/CONCEPT	JOB# 1094
DESIGN		REV. S8
DRAWN		PLAN SHEET # 1
OBCA		
CHECKED		
BWC		
SCALE		
1"=50'		

O'LEARY-BURKE  
CIVIL ASSOCIATES, PLC  
13 CORPORATE DRIVE  
ESSEX JCT., VT  
PHONE: 879-9090  
FAX: 879-9089  
E-MAIL: ocbca@olearyburke.com

Riverside in the Village  
5 FULLER PLACE - ESSEX JUNCTION, VT  
OVERALL SITE PLAN



Location Plan  
NTS

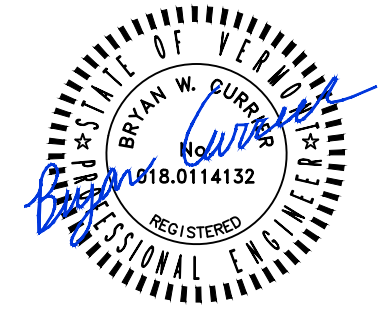
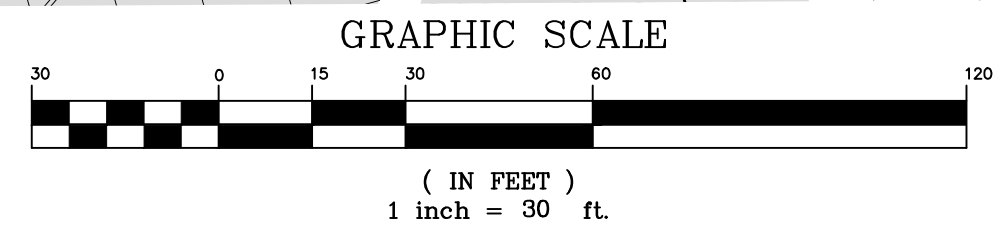
### Legend

- PROJECT BOUNDARY
- OTHER PROPERTY LINE
- EXISTING CONTOUR LINE ( U.S.G.S. DATUM )
- TREELINE
- EXISTING SEWERLINE
- EXISTING STORMLINE
- EXISTING WATERLINE
- EXISTING HYDRANT AND GATE VALVE
- EXISTING LIGHT POLE

THE CONTRACTOR SHALL NOTIFY "DIGSAFE" AT 1-888-DIG-SAFE PRIOR TO ANY EXCAVATION.

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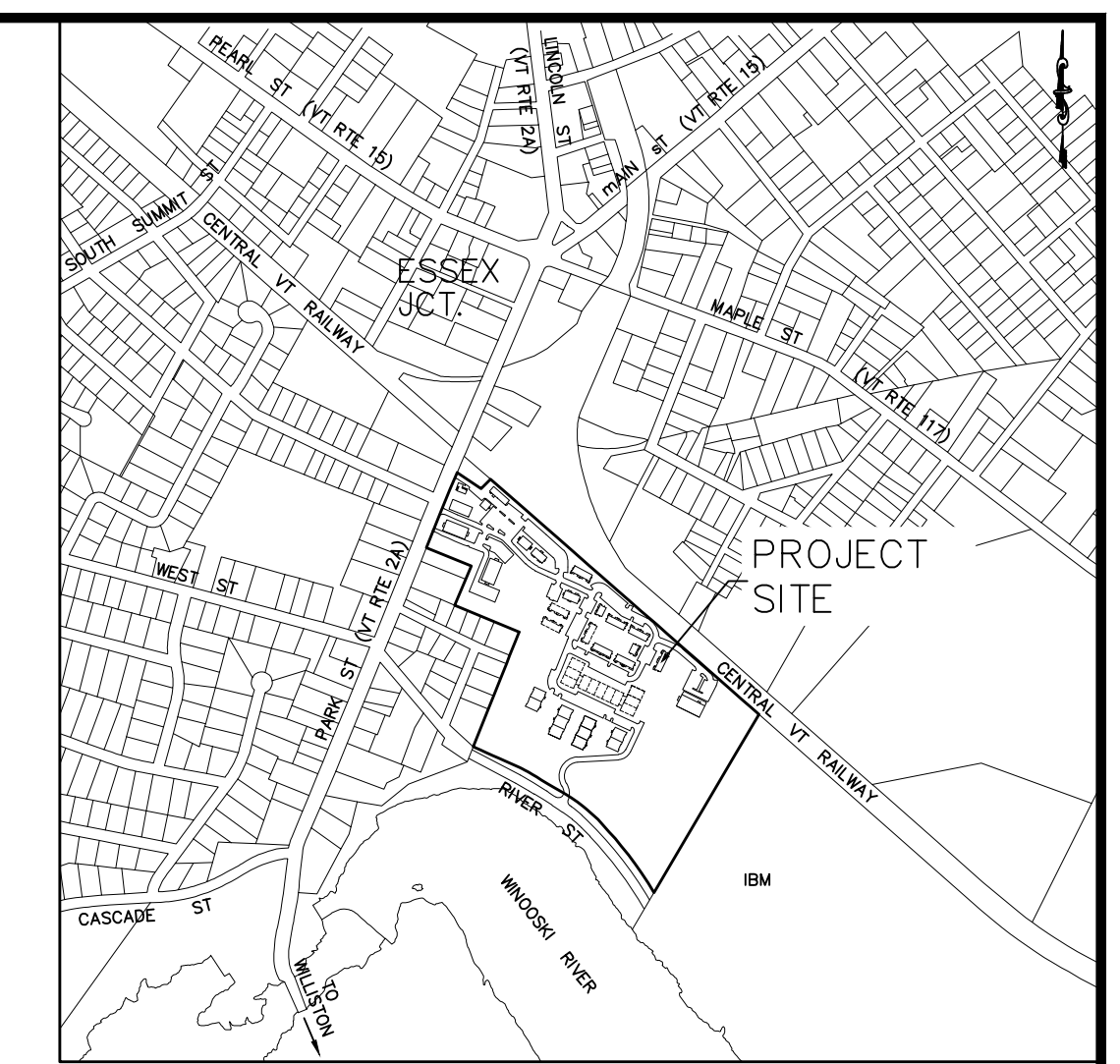
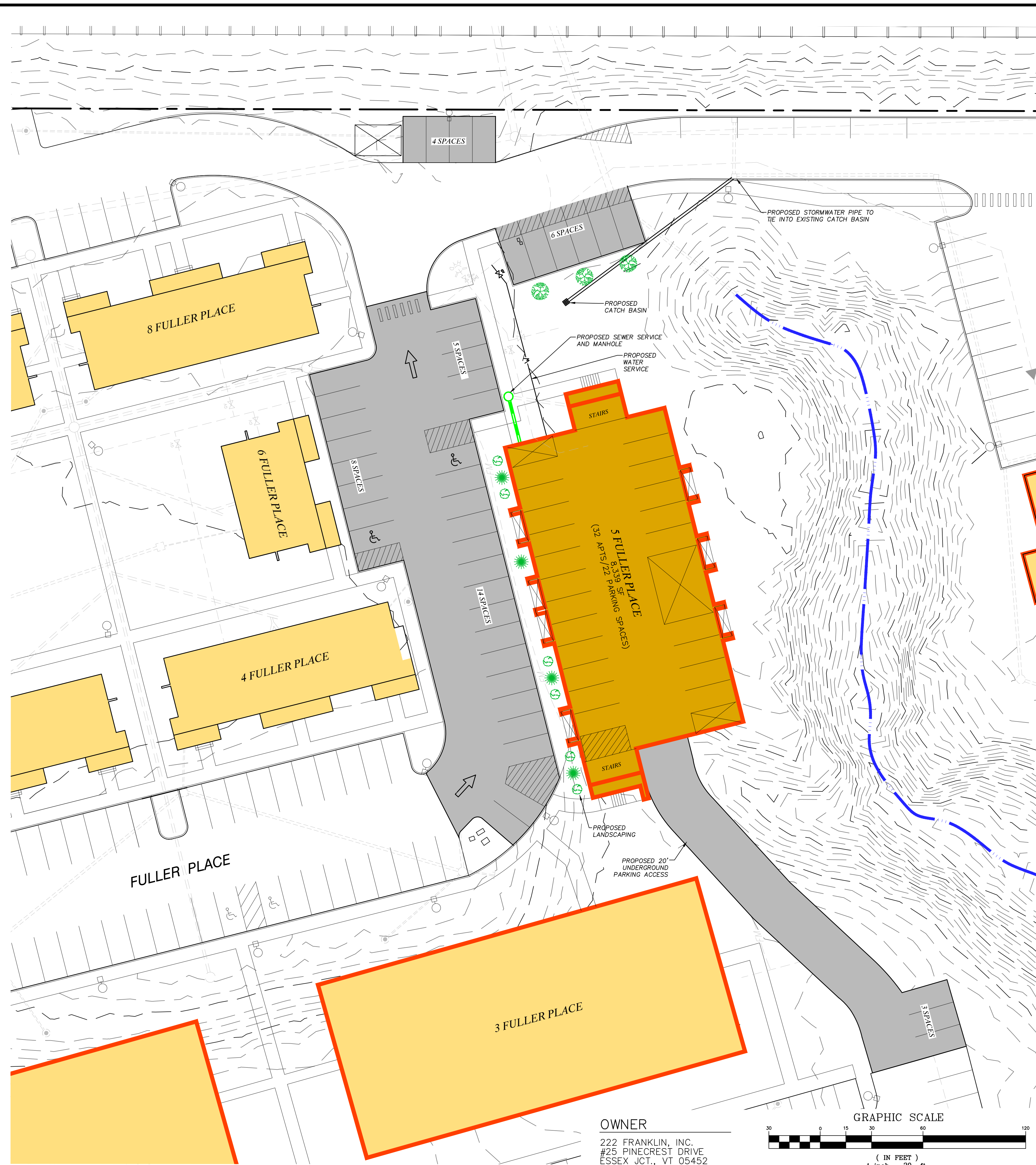
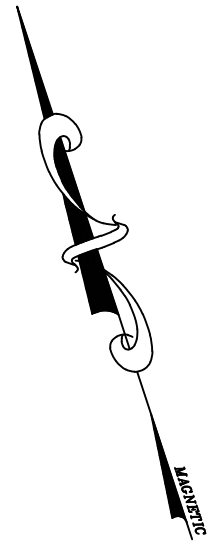
**OWNER**  
222 FRANKLIN, INC.  
#25 PINECREST DRIVE  
ESSEX JCT., VT 05452



DATE	REVISION	BY
SURVEY	<input type="checkbox"/> RECORD DRAWING <input type="checkbox"/> PRELIMINARY	DATE
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DRAWN		JOB#
CHECKED		1094
SCALE		FILE
1" = 30'		S2
		PLAN SHEET #
		2

**O'LEARY-BURKE  
CIVIL ASSOCIATES, PLC**  
13 CORPORATE DRIVE  
ESSEX JCT., VT  
PHONE: 878-8880  
FAX: 878-8888  
E-MAIL: ocbca@olearyburke.com

**Riverside in the Village**  
5 Fuller Place - Essex Junction, VT  
**Existing Conditions Plan**



Location Plan  
NTS

### Legend

	PROJECT BOUNDARY
	OTHER PROPERTY LINE
	SIDELINE OF EASEMENT
	FINISH GRADE CONTOUR
	EXISTING CONTOUR LINE ( U.S.G.S. DATUM )
	HYDRANT AND GATE VALVE
	EXISTING SEWERLINE
	EXISTING STORMLINE
	EXISTING WATERLINE
	PROPOSED STORMLINE AND CATCH BASIN
	PROPOSED SEWERLINE AND MANHOLE
	PROPOSED WATERLINE
	PROPOSED LANDSCAPING
	LIGHT POLE

### Zoning Information

SPAN: 207-066-10001  
 LOT AREA: 28.10 ACRES ±  
 ZONED: MIXED COMMERCIAL USE

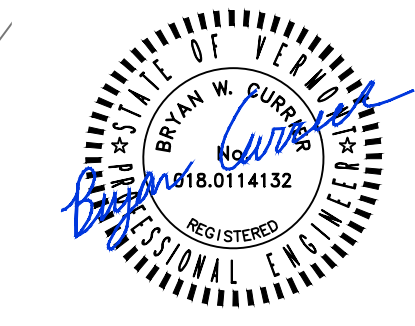
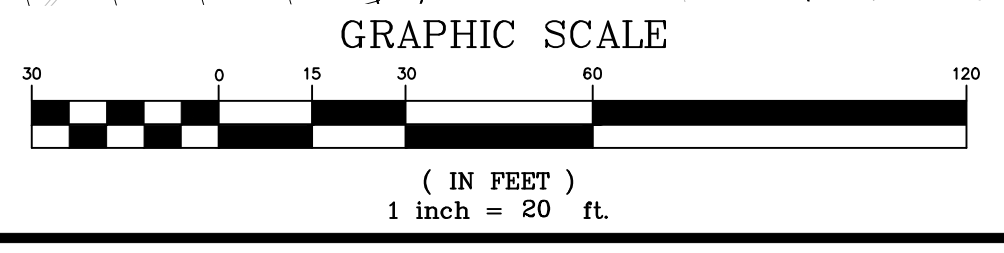
**DIMENSIONAL REQUIREMENTS:**  
 MINIMUM LOT AREA: 15,000 SF  
 MAXIMUM LOT COVERAGE: 65%, 80% WITH WAIVER > 38.1% PROPOSED  
 MAXIMUM BUILDING HEIGHT: 4 STORIES/56 FT > 4 STORIES/50 FT PROPOSED

**SETBACKS:**  
 FRONT YARD: 20 FT  
 SIDE YARD: 10 FT  
 REAR YARD: 10 FT

THE CONTRACTOR SHALL NOTIFY "DIGSAFE" AT 1-888-DIG-SAFE PRIOR TO ANY EXCAVATION.

**NOTES:**  
 1) THIS PLAN IS NOT TO BE USED FOR PROPERTY CONVEYANCE PURPOSES. SEE PROPERTY PLAT FOR PROPERTY CONVEYANCE PURPOSES.

**OWNER**  
 222 FRANKLIN, INC.  
 #25 PINECREST DRIVE  
 ESSEX JCT., VT 05452



DATE	REVISION	BY
SURVEY	<input type="checkbox"/> RECORD DRAWING <input type="checkbox"/> PRELIMINARY	DATE
DESIGN	<input type="checkbox"/> FINAL <input type="checkbox"/> SKETCH/CONCEPT	11/22/2023
DRAWN		JOB#
CHECKED		1094
SCALE		FILE
1"=20'		SB
		PLAN SHEET #
		3

**Riverside in the Village**

5 Fuller Place - Essex Junction, VT

**Site Plan**

**O'LEARY-BURKE CIVIL ASSOCIATES, PLC**  
 13 CORPORATE DRIVE  
 ESSEX JCT., VT  
 PHONE: 878-9880  
 FAX: 878-9888  
 E-MAIL: obca@olearyburke.com

# CODE REVIEW OCTOBER 30, 2023

IBC OCCUPANCY: USE GROUP R-2 APARTMENT BUILDING  
USE GROUP U SINGLE LEVEL PARKING

## R-2 APARTMENT BUILDING

OCCUPANT LOAD: 32 LIVING UNITS

CONSTRUCTION TYPE: 5-A PROTECTED

FIRE SUPPRESSION SYSTEM: 13R R-2 GROUP USE

### TABLE 503:

BUILDING HEIGHT: 4 STORIES: 50'-0" ALLOWABLE HEIGHT: 50'-0" +  
BUILDING AREA: 8,339 SF ALLOWABLE AREA: 12,000 SF +  
SECTION 505: ALLOWABLE SQUARE FOOTAGE INCREASE – SPRINKLERED  
ALLOWABLE HEIGHT INCREASE – SPRINKLERED

### TABLE 601:

EXTERIOR BEARING WALLS:	1 HOUR
INTERIOR BEARING WALLS:	1 HOUR
FLOOR CONSTRUCTION:	1 HOUR
ROOF CONSTRUCTION: MAIN BUILDING	1 HOUR
ROOF CONSTRUCTION: STAIR ELEVATOR	2 HOUR
STAIR AND ELEVATOR ENCLOSURE:	2 HOUR

ROOF COVERING CLASSIFICATION: MIN. CLASS B

## U PARKING GARAGE

CONSTRUCTION TYPE: 2-A PROTECTED

FIRE SUPPRESSION SYSTEM: 13 LOW HAZARD

BUILDING HEIGHT: 10'-6" UNDERGROUND

BUILDING AREA: 8,339 SF ALLOWABLE AREA: 19,000SF +

### TABLE 601:

EXTERIOR BEARING WALLS:	2 HOUR
INTERIOR SUPPORT COLUMNS:	2 HOUR
FLOOR / CEILING:	2 HOUR



# RIVERSIDE IN THE VILLAGE

5 FULLER PLACE

ESSEX JUNCTION

VERMONT

**MICHAEL DUGAN**  
ARCHITECT



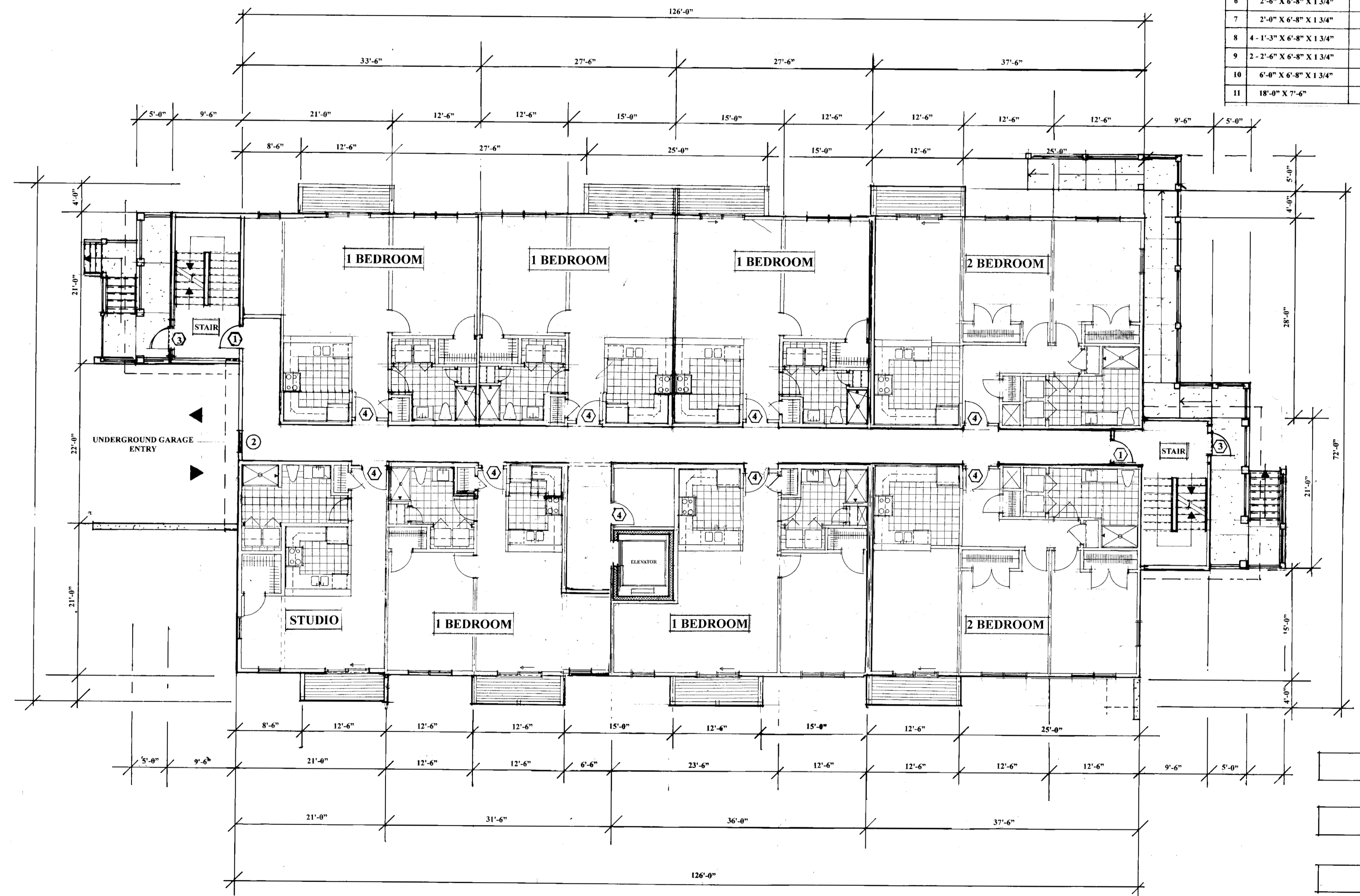
48 PARK STREET  
ESSEX JUNCTION, VT 05452  
802-878-0070  
FAX: 802-878-0030  
EMAIL: MDUGANARCH@AOL.COM

## APPLICABLE CODES :

UNIFORM FIRE CODE: NFPA 1 (2015 EDITION)  
LIFE SAFETY CODE: NFPA 101 (2015 EDITION)  
INTERNATIONAL BUILDING CODE: (2015 EDITION)  
STATE OF VERMONT FIRE & BUILDING SAFETY CODE: (2015 EDITION)  
ADA STANDARDS FOR ACCESSIBLE DESIGN: (2012 EDITION)  
STATE OF VERMONT PLUMBING RULES: (2018 EDITION)  
INTERNATIONAL PLUMBING CODES: (2015 EDITION)  
VT RESIDENTIAL BUILDING ENERGY EFFICIENCY STANDARDS: (2015 EDITION)  
NATIONAL ELECTRICAL CODE: NFPA 70 (2017 EDITION)  
NATIONAL FIRE ALARM CODE: NFPA 72 (2013 EDITION)  
NATIONAL FUEL GAS CODE: NFPA 54 (2015 EDITION)  
STANDARD FOR PORTABLE FIRE EXTINGUISHES: NFPA 10 (2015)  
STANDARD FOR THE INSTALLATION OF SPRINKLER SYSTEMS: NFPA 13 (2013 EDITION)  
STANDARD FOR HVAC SYSTEMS: NFPA 90 (2015 EDITION)  
NATIONAL BOARD INSPECTION CODE, BOILER & PRESSURE VESSEL: (2015)  
STANDARDS FOR VENTS: NFPA 211: (2015 EDITION)  
MINIMUM DESIGN LOADS FOR BUILDINGS: ASCE 7 (2015 EDITION)

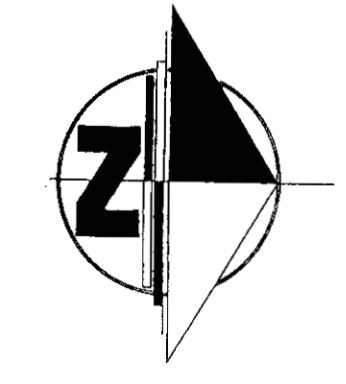
WINDOW SCHEDULE ○			
NO.	SIZE	DESCRIPTION	TYPE
1	2 - 3'-0" X 5'-6"	CLAD INSULATED DOUBLE-HUNG - EGRESS	A
2	3'-0" X 5'-6"	CLAD INSULATED DOUBLE-HUNG - EGRESS	A

DOOR SCHEDULE ◻			
NO.	SIZE	DESCRIPTION	TYPE
1	3'-0" X 6'-8" X 1 3/4"	1-HOUR RATED INSUL.METAL W/4" X 25" VISION PANEL, U.L. FRAME & CLOSER	A
2	3'-0" X 6'-8" X 1 3/4"	1-HOUR RATED INSUL.METAL W/U.L. FRAME & CLOSER	B
3	3'-0" X 6'-8" X 1 3/4"	1-HOUR RATED INSUL. ALUM. FULL-LITE W/12" SIDE-LITES	C
4	3'-0" X 6'-8" X 1 3/4"	1-HOUR RATED SOLID CORE W/U.L. FRAME & CLOSER	D
5	3'-0" X 6'-8" X 1 3/4"	SOLID CORE WOOD	D
6	2'-6" X 6'-8" X 1 3/4"	SOLID CORE WOOD	D
7	2'-0" X 6'-8" X 1 3/4"	SOLID CORE WOOD	D
8	4 - 1'-3" X 6'-8" X 1 3/4"	SOLID CORE WOOD - BI-FOLD	D
9	2 - 2'-6" X 6'-8" X 1 3/4"	SOLID CORE WOOD	D
10	6'-0" X 6'-8" X 1 3/4"	CLAD INSULATED FULL-LITE SLIDING	E
11	18'-0" X 7'-6"	METAL COILED GATE	F



**FIRST FLOOR PLAN**  
1/8" = 1'-0"

- 2 BEDROOM
- 1 BEDROOM
- STUDIO



NOTE:  
GENERAL CONTRACTOR IS TO VERIFY ALL DIMENSIONS ON THIS DRAWING PRIOR TO CONSTRUCTION.  
GENERAL CONTRACTOR IS TO VERIFY ALL SITE CONDITIONS PRIOR TO CONSTRUCTION.

CONFIDENTIAL  
 This drawing is the property of MICHAEL L. DUGAN ARCHITECT and is not to be copied, reproduced, or the content thereof used, in whole or in part, without the written permission or consent of MICHAEL L. DUGAN ARCHITECT

**FIRST FLOOR PLAN**

**MICHAEL DUGAN**  
 ARCHITECT  
 85 PARK STREET, SUITE 200, VERMONT  
 802.898.0070  
 PALL, VERMONT 05602

**RIVER SIDE IN THE VILLAGE**  
**5 FULLER PLACE**  
**ESSEX JUNCTION VERMONT**

OCTOBER 30, 2023

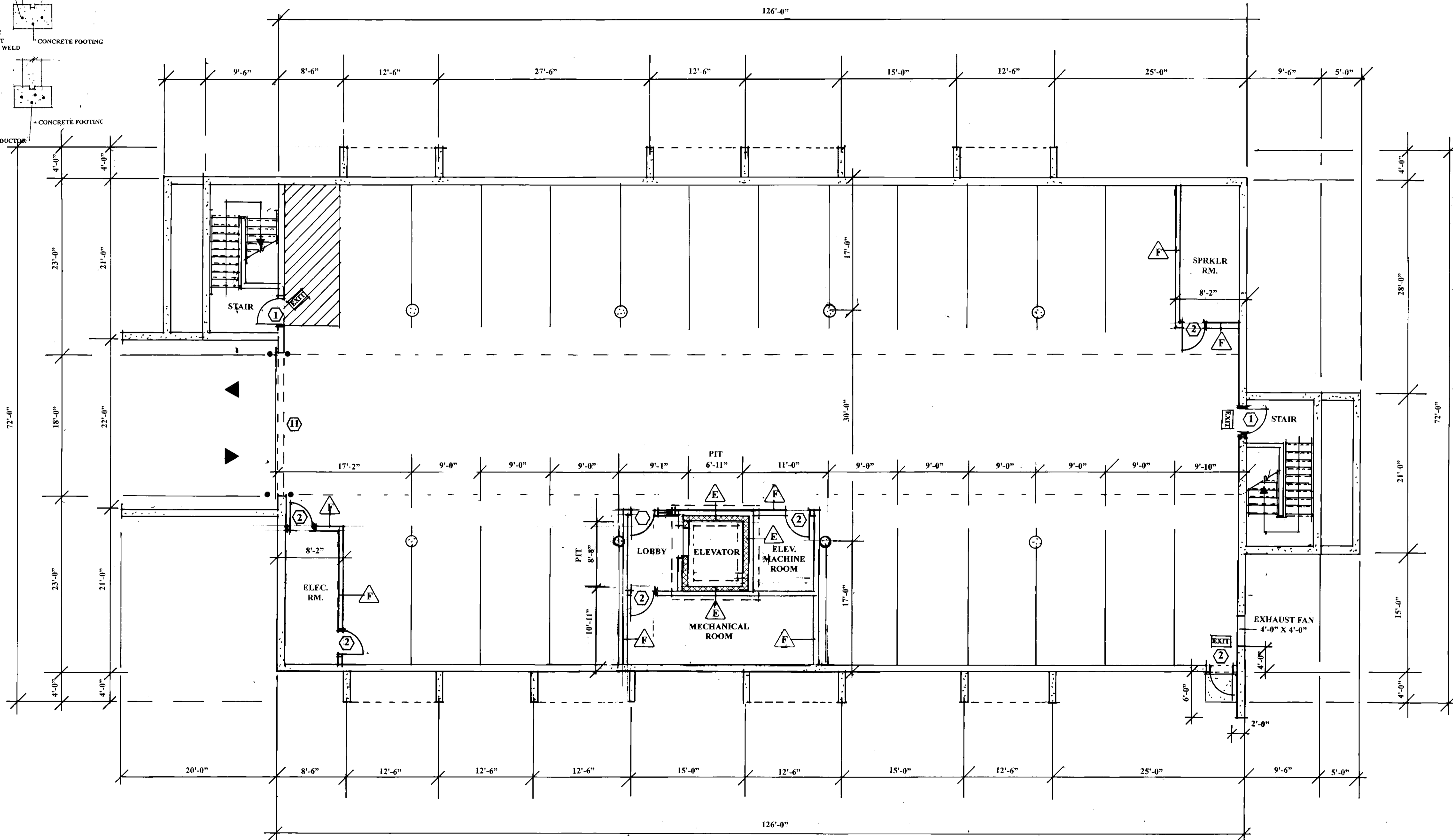
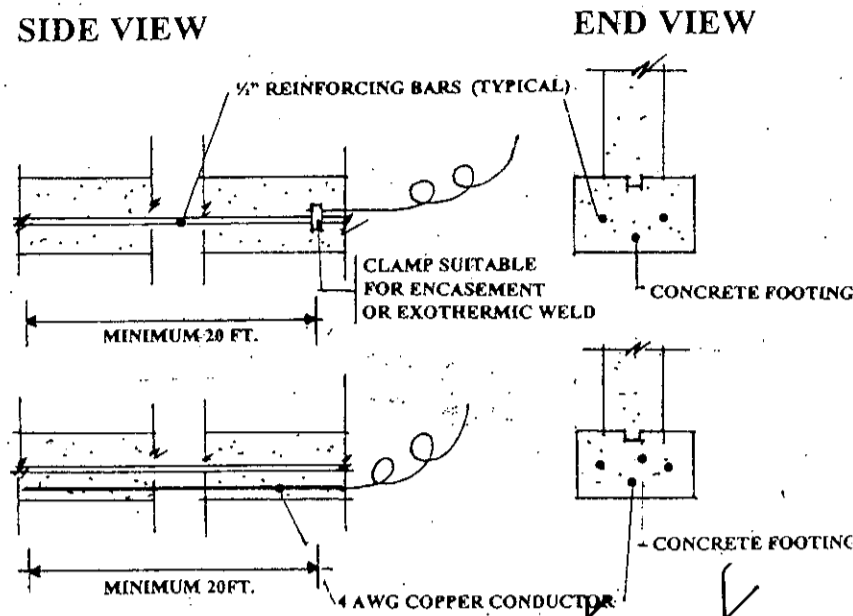


**NOTICE TO CONCRETE AND ELECTRICAL CONTRACTORS:**

SPECIFIC ELECTRICAL CODE REQUIREMENT AS OF JANUARY 1, 2016  
NEC ARTICLE 250.52(A)(1)(3)

CONCRETE-ENCASED ELECTRODE: AN ELECTRODE ENCASED BY AT LEAST 1" OF CONCRETE, LOCATED WITHIN AND NEAR THE BOTTOM OF A CONCRETE FOUNDATION OR FOOTING THAT IS IN CONTACT WITH THE EARTH, CONSISTING OF A LEAST 30 FT. OF ONE OR MORE BARE OR ZINC GALVANIZED OR OTHER ELECTRICALLY CONDUCTIVE COATED STEEL REINFORCING BARS OR RODS OF NOT LESS THAN 1/2" IN DIAMETER, OR CONSISTING OF AT LEAST 30 FT. OF BARE COPPER CONDUCTOR NOT SMALLER THAN 4 AWG. REINFORCING BARS SHALL BE PERMITTED TO BE BONDED TOGETHER BY THE USUAL STEEL WIRE TIES OR OTHER EFFECTIVE MEANS. (SEE DETAIL BELOW)

A REINFORCING ROD MAY BE BROUGHT ABOVE GROUND NEAR THE SERVICE LOCATION FOR CONNECTION OF THE GROUNDING ELECTRODE CONDUCTOR, OR THE NUMBER 4 AWG COPPER CONDUCTOR MAY BE RUN IN A CONTINUOUS STRAND FROM THE FOOTING LOCATION TO THE SERVICE GROUNDING LOCATION.



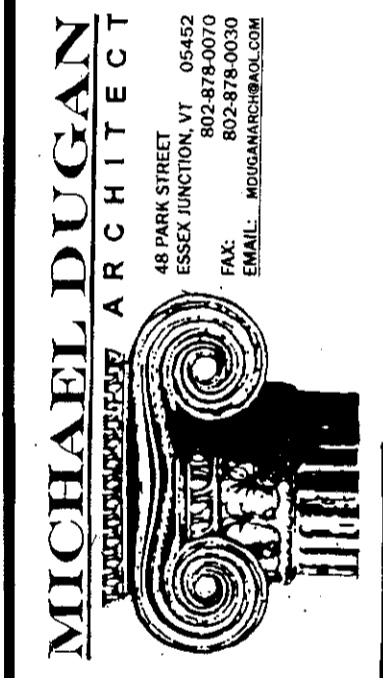
**GARAGE PLAN**  
1/8" = 1'-0"

**SPECIFIC CODE INFORMATION**

- THE NATIONAL ELECTRICAL CODE 2015, THE INTERNATIONAL BUILDING CODE 2015 AND THE NFPA 101 LIFE SAFETY CODE 2015 APPLY TO THIS PROJECT.
- ADEQUATE FIRE EXTINGUISHERS MUST BE INSTALLED ON THE PREMISES IN A VISIBILE LOCATION IN ACCORDANCE WITH NFPA 101 LIFE SAFETY CODE.
- THE LIVE LOAD USED IN THE DESIGN OF EXTERIOR DECKS OR BALCONY AREAS MUST BE NOT LESS THAN 60 POUNDS PER SQUARE FOOT AS PER TABLE 1607.1 INTERNATIONAL BUILDING CODE 2015.
- ELECTRICALLY WIRES SMOKE AND CARBON MONOXIDE DETECTORS WITH BATTERY BACK-UP MUST BE PROVIDED ON EACH FLOOR LEVEL, INCLUDING BEDROOMS. DETECTORS LOCATED WITHIN EACH DWELLING UNIT MUST BE WIRED IN SUCH A MANNER THAT THE ACTIVATION OF ANY DETECTOR WILL SOUND ALL ALARMS WITHIN THE DWELLING UNIT AS PER SECTION 30.3.4.5 & 30.3.4.6 NFPA LIFE SAFETY CODE-2015.
- EACH BEDROOM AND ANY OTHER ROOMS USED AS LIVING AREAS MUST BE PROVIDED WITH AT LEAST (ONE) WINDOW MEETING THE REQUIREMENTS FOR EGRESS AND RESCUE. THE MINIMUM CLEAR OPENING MUST BE 5.7 SQUARE FEET AND THE SILL HEIGHT MUST BE NOT MORE THAN 44 INCHES ABOVE THE FLOOR. THE MINIMUM CLEAR OPENING HEIGHT IS 34 INCHES AND THE MINIMUM NET TOTAL CLEAR OPENING IS TO BE 5.7 SQUARE FEET. WHEN USING A DOUBLE HUNG WINDOW, THE 5.7 SQUARE FEET MUST BE IN THE BOTTOM SASH AS PER SECTION 24.2.2.3 NFPA LIFE SAFETY CODE-2015.
- BUILDING SERVICE EQUIPMENT MUST BE INSTALLED IN ACCORDANCE WITH APPLICABLE STANDARDS AND THE MANUFACTURER'S SPECIFICATIONS.
- HANDRAILS ARE REQUIRED ON BOTH SIDES OF ALL STAIRS. THE HANDRAILS MUST NOT BE LESS THAN 34 INCHES NOR MORE THAN 38 INCHES ABOVE THE LEADING EDGE OF THE TREADS. HANDRAILS SHALL HAVE A CIRCULAR CROSS SECTION WITH AN OUTSIDE DIAMETER OF AT LEAST 1 1/2" INCHES AND NOT GREATER THAN 2 INCHES.
- THE HEIGHT OF GUARD RAILS ON THE OPEN SIDE OF STAIRS, LANDINGS AND BALCONIES MUST NOT BE LESS THAN 42 INCHES MEASURED FROM THE ADJOINING WALKING SURFACE. OPEN GUARDS SHALL HAVE INTERMEDIATE RAILS OR AN ORNAMENTAL PATTERN SUCH THAT A SPHERE 4 INCHES IN DIAMETER SHALL NOT PASS THRU ANY OPENING UP TO A HEIGHT OF 34 INCHES AS PER SECTION 7.2.2.4.5.3 NFPA 101 LIFE SAFETY CODE 2015.
- ON COMMON USE STAIRS, THE MAXIMUM RISER HEIGHT FOR ALL STAIRS SHALL NOT EXCEED 7 INCHES AND THE MINIMUM TREAD DEPTH SHALL BE A MINIMUM OF 11 INCHES AS PER TABLE 7.2.2.1.1.1 NFPA 101 LIFE SAFETY CODE 2015.
- ON SINGLE USE STAIRS, THE MAXIMUM RISER HEIGHT FOR ALL STAIRS SHALL NOT EXCEED 7 1/4 INCHES AND THE MINIMUM TREAD DEPTH SHALL BE A MINIMUM OF 10" AS PER STATE OF VERMONT AMENDMENT.
- THE MINIMUM WIDTH OF STAIRS SHALL BE 36 INCHES AND THE MINIMUM HEADROOM SHALL BE 6 FEET 8 INCHES. TABLE 7.2.2.1.1.2 NFPA 101 LIFE SAFETY 2015.
- PER VERMONT FIRE CODE, A TRUSS CONSTRUCTION SIGN SHALL BE REQUIRED. TO ASSIST THE FIRE DEPARTMENT IN FIRE SUPPRESSION AND RESCUE OPERATIONS, ALL BUILDINGS CONTAINING TRUSS CONSTRUCTION ASSEMBLIES SHALL BE PROVIDED WITH SIGNAGE PERMANENTLY AFFIXED AT A HEIGHT OF 4 FEET ABOVE THE GROUND LOCATED AT THE LEFT SIDE OF THE MAIN ENTRANCE DOOR ON THE ADDRESS SIDE OF THE BUILDING, OR AT THE LOCATION OF THE REMOTE FIRE ALARM ANNUNCIATION PANEL. THE SIGN SHALL BE TRIANGULAR IN SHAPE MEASURING 12 INCHES HORIZONTALLY ACROSS AND 6 INCHES VERTICALLY AND OF CONTRASTING COLOR TO THE BACKGROUND CONTAINING THE LETTER "F" FOR THE TRUSS-FLOOR ASSEMBLIES, THE LETTER "FR" FOR ROOF-TRUSS ASSEMBLIES AND "FR" FOR TRUSS-FLOOR AND-ROOF ASSEMBLIES.
- AS OF JULY 1, 2001, THE NEW ACCESSIBILITY STANDARDS (ACT 88) FOR RESIDENTIAL UNITS BECAME EFFECTIVE. AS ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF VERMONT, THE STANDARDS APPLY TO ONE, TWO AND THREE FAMILY DWELLINGS, AS WELL AS TO BUILDINGS WITH FOUR OR MORE DWELLING UNITS. THE NEW STANDARD REMOVES THE VERTICAL ACCESS REQUIREMENT (RULE 31). INSTEAD IT REQUIRES THAT ANY RESIDENTIAL CONSTRUCTION SHALL BE BUILT TO COMPLY WITH THE FOLLOWING STANDARDS:
  - AT LEAST ONE FIRST FLOOR EXTERIOR DOOR SHALL BE A MINIMUM OF 36 INCHES WIDE.
  - FIRST FLOOR INTERIOR DOORS SHALL BE A MINIMUM OF 34" WIDE AND OPEN DOORWAYS SHALL BE A MINIMUM OF 32" WIDE WITH THRESHOLDS THAT ARE LEVEL RAMPED OR BEVELED.
  - INTERIOR HALLWAYS SHALL BE A MINIMUM OF 36" INCHES IN WIDTH.
  - ENVIRONMENTAL, UTILITY CONTROLS AND OUTLETS SHALL BE LOCATED AT HEIGHTS WHICH ARE IN COMPLIANCE WITH STANDARDS ADOPTED BY THE VERMONT ACCESS BOARD.
  - BATHROOM WALLS MUST BE REINFORCED TO PERMIT THE INSTALLATION OF FUTURE GRAB BARS.
- A READILY ACCESSIBLE OPENING NOT LESS THAN 22 INCHES BY 30 INCHES MUST BE PROVIDED TO EACH ATTIC SPACE HAVING A CLEAR HEIGHT OF OVER 30 INCHES. THE ATTIC ACCESS OPENING IS NOT PERMITTED TO BE WITHIN A CLOSET OR OTHER SPACE THAT WOULD POTENTIALLY NOT BE READILY ACCESSIBLE BY USE OF A FIRE DEPARTMENT ATTIC LADDER AS PER SECTION 1209.2 INTERNATIONAL BUILDING CODE 2015.
- A ONE-HOUR FIRE-RATED SEPARATION MUST BE MAINTAINED BETWEEN SEPARATE TENANTS. SUCH SEPARATION MUST EXTEND TO THE FLOOR AND/OR THE ROOF ABOVE. THIS SEPARATION MUST BE FIRE-STOPPED AT THE FLOOR AND CEILING LEVELS AS PER SECTION 706.4 INTERNATIONAL BUILDING CODE 2015.

NOTE:  
GENERAL CONTRACTOR IS TO VERIFY ALL DIMENSIONS ON THIS DRAWING PRIOR TO CONSTRUCTION.  
GENERAL CONTRACTOR IS TO VERIFY ALL SITE CONDITIONS PRIOR CONSTRUCTION.

**RIVER SIDE IN THE VILLAGE**  
**5 FULLER PLACE**  
**ESSEX JUNCTION VERMONT**



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## Multifamily Housing (Mid-Rise) Not Close to Rail Transit (221)

**Vehicle Trip Ends vs: Dwelling Units**  
**On a: Weekday,**  
**Peak Hour of Adjacent Street Traffic,**  
**One Hour Between 4 and 6 p.m.**

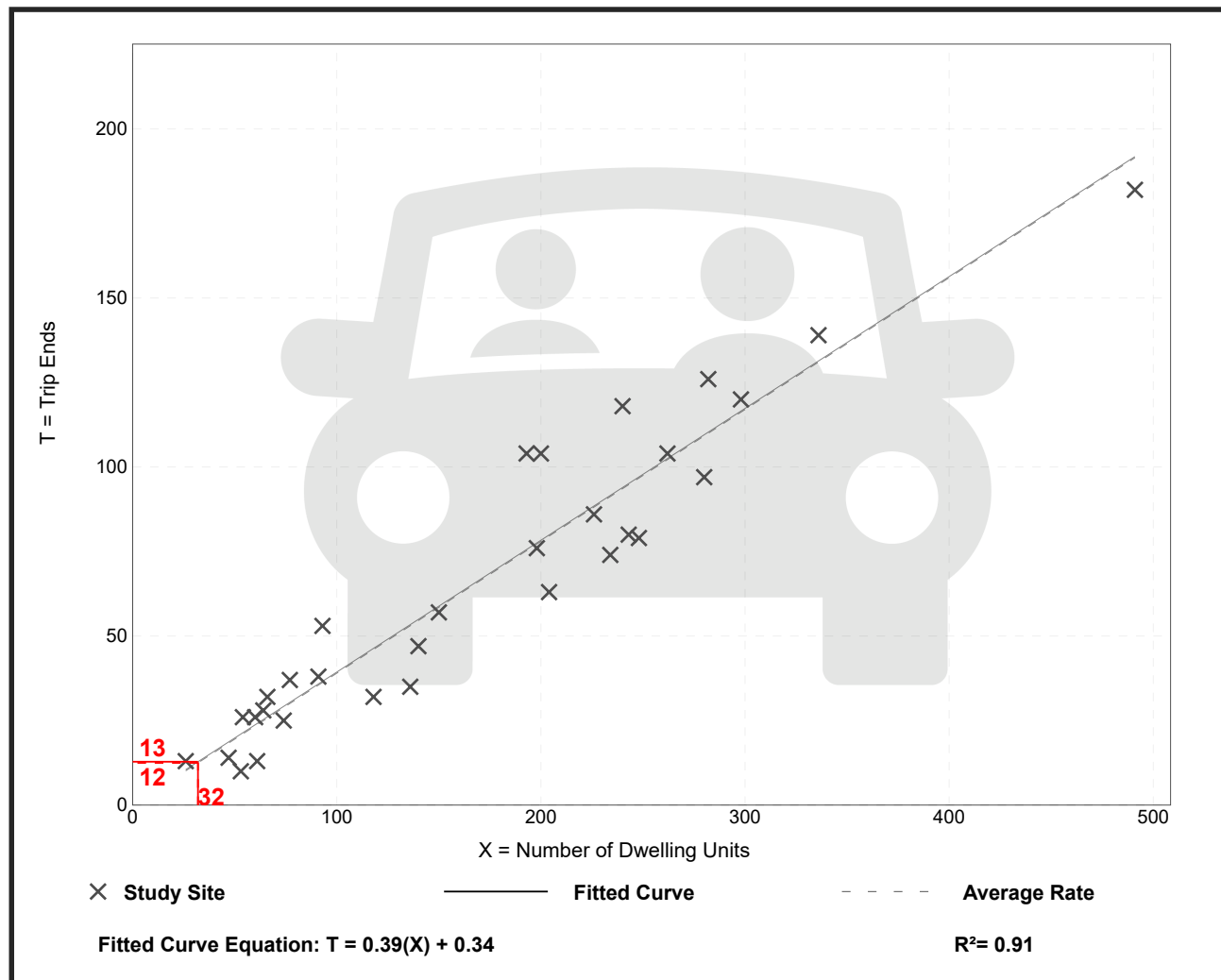
**Setting/Location: General Urban/Suburban**

Number of Studies: 31  
 Avg. Num. of Dwelling Units: 169  
 Directional Distribution: 61% entering, 39% exiting

### Vehicle Trip Generation per Dwelling Unit

Average Rate	Range of Rates	Standard Deviation
0.39	0.19 - 0.57	0.08

### Data Plot and Equation



## Parking Calculations - 5 Fuller Place

### Riverside in the Village

Building	Units	Bedrooms	Proposed Use	Spaces	per Units	Calc. Required	Required
Building #1	24	1-Bedroom	Apartments	1.5	Spaces/Unit	36	39
					Guest (1 Space/10 Units)	2.4	
Building #2	36	1-Bedroom	Apartments	1.5	Spaces/Unit	54	58
					Guest (1 Space/10 Units)	3.6	
Buildings #3, #6 - #14	6	1-Bedroom	Apartments	1.5	Spaces/Unit	9	94
	40	2-Bedroom	Apartments	2	Spaces/Unit	80	
					Guest (1 Space/10 Units)	4.6	
Building #15	24	1-Bedroom	Senior Housing	0.5	Spaces/Unit	12	12
Building #17	12	1-Bedroom	Apartments	1.5	Spaces/Unit	18	57
	18	2-Bedroom	Apartments	2	Spaces/Unit	36	
					Guest (1 Space/10 Units)	3.0	
Building #16	36	1-Bedroom	Apartments	1.5	Spaces/Unit	54	58
					Guest (1 Space/10 Units)	3.6	
Building #19 - #28	60	2-Bedroom	Condominiums	2	Spaces/Unit	120	126
					Guest (1 Space/10 Units)	6.0	
Building B & D	88	1-Bedroom/Studio units	Apartments	1.5	Spaces/Unit	132	142
					Guest (1 Space/10 Units)	8.8	
15 Franklin	24	1-Bedroom/Studio units	Apartments	1.5	Spaces/Unit	36	56
	8	2-Bedroom units	Apartments	2	Spaces/Unit	16	
					Guest (1 Space/10 Units)	3.2	
40 Park Street	48	1-Bedroom Units	Apartments	1.5	Spaces/Unit	72	98
		6000 SF	Office Space		Guest (1 Space/10 Units)	4.8	
				3.5	Spaces/1,000 SF	21	
Proposed 5 Fuller	24	1-Bedroom/Studio units	Apartments	1	Spaces/Unit	24	36
	8	2-Bedroom units	Apartments	1	Spaces/Unit	8	
					Guest (1 Space/10 Units)	3.2	

**Total Units**                      **456**

**Total Required Spaces**      **776**

**Total Existing Spaces\***       **695**

**Total Proposed Spaces**      **730**

## Parking Calculations - 15 Franklin St Riverside in the Village

Building	Units	Bedrooms	Proposed Use	Spaces	per Units	Calc. Required	Total Required				
Building #1	24	1-Bedroom	Apartments	1.5	Spaces/Unit	36	39				
					Guest (1 Space/10 Units)	2.4					
Building #2	36	1-Bedroom	Apartments	1.5	Spaces/Unit	54	58				
					Guest (1 Space/10 Units)	3.6					
Buildings #3, #6 - #14	6	1-Bedroom	Apartments	1.5	Spaces/Unit	9	107				
					46	2-Bedroom		Apartments	2	Spaces/Unit	92
										Guest (1 Space/10 Units)	5.2
Building #15	24	1-Bedroom	Senior Housing	0.5	Spaces/Unit	12	12				
Building #17	12	1-Bedroom	Apartments	1.5	Spaces/Unit	18	57				
					18	2-Bedroom		Apartments	2	Spaces/Unit	36
										Guest (1 Space/10 Units)	3.0
Building #16	36	1-Bedroom	Apartments	1.5	Spaces/Unit	54	58				
					Guest (1 Space/10 Units)	3.6					
Building #19 - #28	60	2-Bedroom	Condominiums	2	Spaces/Unit	120	126				
					Guest (1 Space/10 Units)	6.0					
Building B & D	88	1-Bedroom/Studio units	Apartments	1.5	Spaces/Unit	132	142				
					Guest (1 Space/10 Units)	8.8					
Proposed 15 Franklin	44	1-Bedroom/Studio units	New Apartments	1.5	Spaces/Unit	66	71				
					Guest (1 Space/10 Units)	4.4					
40 Park Street	48	1-Bedroom Units	Apartments	1.5	Spaces/Unit	72	98				
					6000 SF	Office Space			Guest (1 Space/10 Units)	4.8	
									3.5	Spaces/1,000 SF	21

**Total Units**                      **442**

**Total Required Spaces**                      **768**

**Total Existing Spaces\***                      **643**

**Total Proposed Spaces**                      **695**

\*Includes all approved spaces within the development

# City of Essex Junction Sewer Allocation Request

**Instructions:**

1) Submit completed form to planning and zoning department electronically at [thass@essexjunction.org](mailto:thass@essexjunction.org) during conceptual plan review and amended at final plan review, if necessary.

2) Payment of **sewer allocation fee** is due upon zoning permit request (final municipal permit before start of construction). Refer to the current fee schedule for more information. Please note **sewer connection fees** may also be applicable.

\*\*\*\*\*

**Applicant Name and Mailing Address:**

222 Franklin, Inc. \_\_\_\_\_

44 Park Street, Essex Junction, VT 05452 \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Property Owner(s) Name and Mailing Address (if different):**

\_\_\_\_\_  
\_\_\_\_\_

**Project Address:** 5 Fuller Place, Essex Junction, VT 05452 \_\_\_\_\_

**Project Information (check or circle any that are applicable)**

Single-family home # of bedrooms \_\_\_\_\_  Multiplex (see Attachment A)

**Business: # of employees** \_\_\_\_\_ **Public restroom available: Yes or No?**

**Type of business:**  Animal groomer/kennel  Conference space

Hair salon  Tasting Room  Brewery  Car Wash

Care Facility  Catering  Child Care Facility  Dentist office

Doctors Office  Grocery Store  Hotel  Laundromat

Nail Salon  Office  Restaurant  Store  Therapist office

Other \_\_\_\_\_



Detailed information about business (i.e. # of chairs with sinks, type of office or store)

Existing land use of parcel or building (be detailed):

If residential, include # of bedrooms. If commercial, include type of business, # of employees.

The existing multi-family building at 5 Fuller Place contains six (6) two-bedroom units, this equates to 1,260 GPD in sewer flows and 1,680 GPD in water flows. The parcel is home to Riverside in The Village.

Sewer allocation request calculations (reference Attachment A for housing). If unsure leave blank. Staff will make the assessment and circulate it back to you for review:

32 Total Units (24 One-bedroom & 8 Two-bedroom)
Sewer: (140 GPD x 24 Bedrooms) + (210 GPD x 8 Bedrooms) = 5,040 GPD - 1,260 GPD = 3,780 GPD
Water: (140 GPD x 24 Bedrooms) + (280 x 8 Bedrooms) = 5,600 GPD - 1,680 GPD = 3,920 GPD

\*Applicants should request the difference between Proposed and Existing Sewer Allocation. If the proposed change results in a net decrease in flow rates, no sewer allocation fee will apply.

Signature of Property Owner: [Handwritten Signature]

Date: 2/15/2024

\*\*\*\*\*

STAFF USE ONLY

Existing Sewer Allocation: 1260 gpd Proposed Sewer Allocation: 5040 gpd

Provisional Sewer Allocation Requested\*: 3780 gpd X \$12.80 allocation fee = \$ 48384

Final Allocation Approved \_\_\_\_\_ gpd

Amount of fee to be paid prior to issuance of zoning permit \$ \_\_\_\_\_

DEPARTMENTAL APPROVAL

Wastewater signature: Chelsea H. Mandigo 2/16/24

Planning signature: Teresa Hass 2/16/24



**Attachment A**

Number of bedrooms (BR) within dwelling unit	Wastewater Flowrate - Gallons/day (gpd)
1	140
2 or more	210

**Examples:**

- 1) **Studio or 1 BR apartment unit** = 140 gpd
- 2) **2 BR apartment unit** = 210 gpd
- 3) **2 BR house** = 210 gpd
- 4) **House or apartment unit with more than 2 BR** = 210 gpd
- 5) **Duplex** = sum of wastewater flowrates for each unit  
i.e. 2 two BR units in duplex = 2 X 210 gpd = 420 gpd
- 6) **Single family home with accessory apartment** = sum of wastewater flowrates for each unit  
i.e. 3 BR primary dwelling unit + 1 BR accessory apartment = 210 gpd + 140 gpd = 350 gpd
- 7) **Triplex, Fourplex and above** = sum of wastewater flowrates for each unit  
i.e. 3 two BR units in triplex = 3 X 210 gpd = 630 gpd  
i.e. 2 one BR units + 1 two BR unit = 140 gpd + 140 gpd + 210 gpd = 490 gpd

