

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
DECEMBER 17, 2020
REVISED AGENDA
6:30 P.M.**

Due to the Covid-19 pandemic, this meeting will be held remotely. Available options to watch or join the meeting:

- **WATCH:** the meeting will be live-streamed on [Town Meeting TV](#).
- **JOIN ONLINE:** [Click here to join the meeting](#). Depending on your browser, you may need to call in for audio (below).
- **JOIN CALLING:** Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 301977647#
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **CHAT DURING MEETING:** Please use “Chat” to request to speak, only. **Please do not use for comments.**
- **RAISE YOUR HAND:** Click on the hand in Teams to speak or use the “Chat” feature to request to speak.
- **MUTE YOUR MIC:** When not speaking, please mute your microphone on your computer/phone.

I. Audience for Visitors

II. Additions or Amendments to Agenda

III. Minutes

A. Regular Meeting – February 20, 2020

IV. Review and Sign Ethics Policy

A. Elect Chairperson and Vice-chairperson

V. Public Hearing

A. Final Site Plan review for the removal of buildings #4 and #5 to construct an 8,465 s.f. residential 4 story building with underground parking consisting of 24 1-bedroom units and 20 studio units at 15 Franklin Street in the MCU District by O’Leary-Burke Civil Associates, agents for 222 Franklin Inc., owners.

VI. Other Planning Commissions Items

VI. Adjournment

Pursuant to 24 VSA Section 4464(a)(1)(C) Participation during the public hearing before the Essex Junction Planning Commission is a prerequisite to the right to take any subsequent appeal.

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.

NOTE: The Planning Commission may choose to postpone consideration of any application not started before 10:00 P.M.

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

For information on subsequent meetings on the above mentioned applications, please contact the Community Development Department from 8 – 4:30 at 878-6950 or the website www.essexjunction.org.

Development Application

SP# 1,200/42

Planned Development: Minor ___ Minimal ___ Major ___
Conceptual ___ Preliminary ___ Final ___
Site Plan: Minor ___ Major ___ Conceptual ___ Final [X]
Subdivision: Sketch ___ Preliminary ___ Final ___ Variance: ___ Conditional Use: ___

Property description (address) for application 15 Franklin Street, Essex Jct., VT 05452 (Riverside in the Village)

General Information

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

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 Jct., VT 05452

Property information

Zoning District MCU Current Use Apartments Tax Map# 21 Lot# 46,47 Lot size sf 28.1

Other Information

Street frontage (public or private) 275 feet Proposed number of stories & height 4 stories
Estimated completion date Fall 2022 Landscape cost \$28,811 with parking garage
Proposed Parking Spaces 695 Required spaces 768

Lot coverage (include all structures and impervious surface)

Existing (sq ft.) 445,057 plus proposed (sq .ft.) 10,932 equals 455,989 total sq .ft. divided by 1,224,471 lot s.f. equals 37.2% percent lot coverage

The increase in the amount of existing impervious coverage is approx. 10,932 SF, as the project is mostly redevelopment.

Submit two (2) full size copies, a PDF copy, GIS and supportive documentation required by the Code and the appropriate completed checklist for initial review by Staff. After Staff determines the application is complete attach two (2) full size copies and eight (8) 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 site plan review of a proposed 44-unit, 4 story (with underground parking) apartment building (8,465 SF footprint) in the 28.1 acre residential planned unit development 'Riverside in the Village'. In order to construct the proposed building and associated parking lot, the existing apartment buildings at 15 Franklin St (Bldg #4) and 13 Franklin St (Bldg #5) will be removed. The proposed 44-unit building will have 24 1-bedroom units and 20 studio units. The site is within the MCU zoning district.

Describe all waiver requests (if applicable)
Parking waiver as described in cover letter

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 Trustees 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 Village Engineer.

222 Franklin Inc by [Signature] Date 8/17/2020
Applicant

Land Owner (if different) Date

RECEIVED Staff Action
AUG 25 2020

Date received Village of Essex Junction

Meeting date: 12/17/2020

Commission /Board Action Approved _____ Denied _____ Date: _____

Other approvals /conditions _____

**** Fee based on s.f. of improved area per current Fee Schedule**

Staff Signature _____

Date _____

Fee Amount _____
**
\$4,415.00

Fee Verified **PAID**
AUG 25 2020
Village of Essex Junction

CHECKLIST – SITE PLAN/CONDITIONAL USE APPLICATION

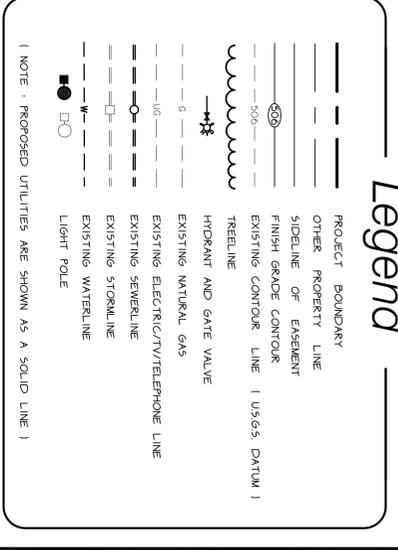
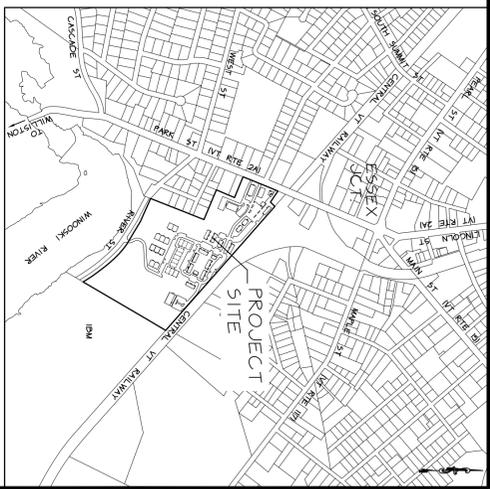
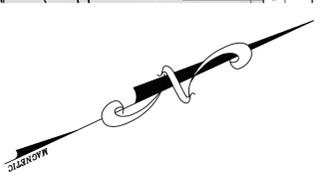
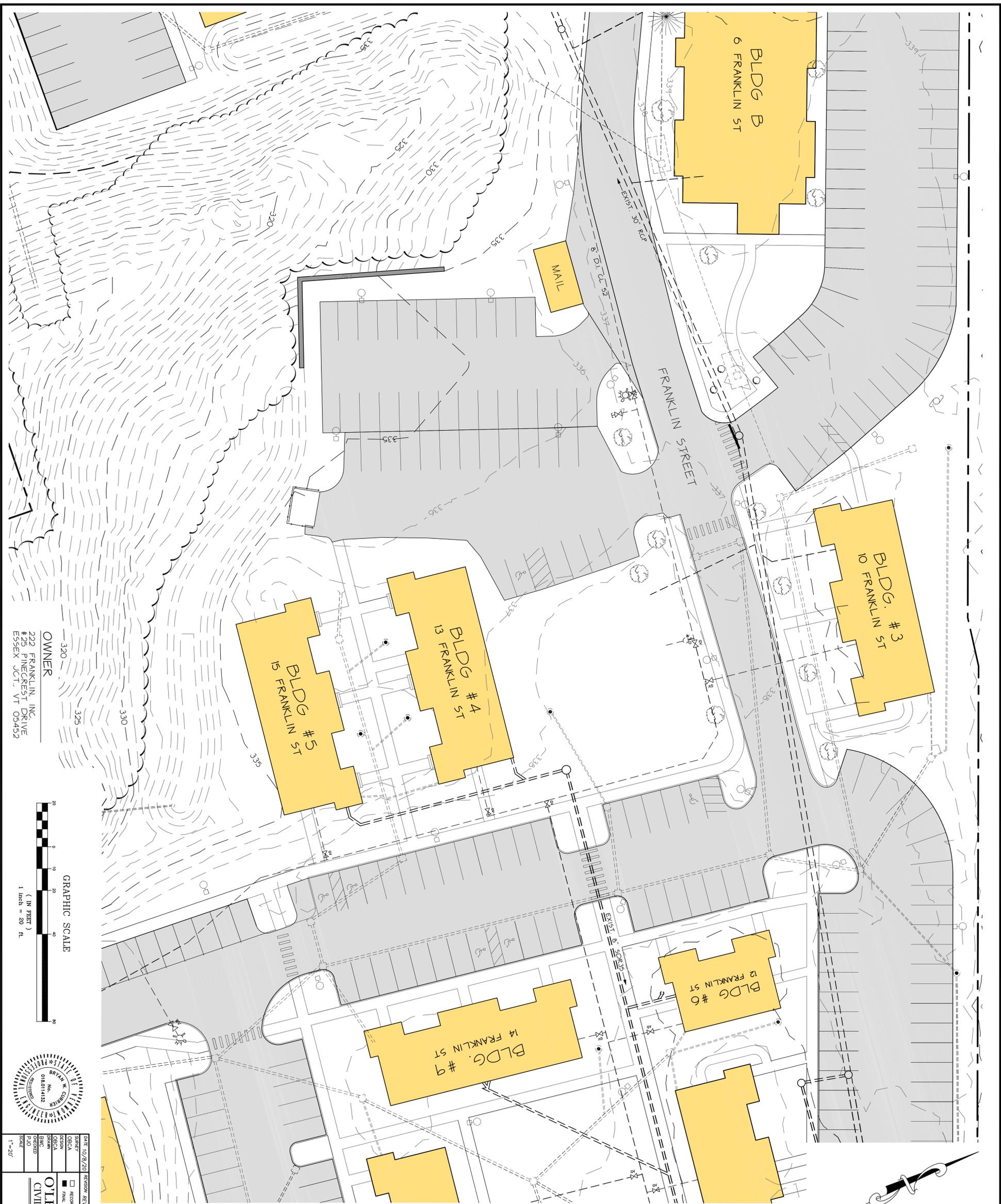
The Land Development Code specifies procedures for Minor and Major Site Plan Amendments as well as new site plans. Please schedule an appointment with Staff to determine if you meet the amendment criteria prior to preparing your application. Staff will be able to determine if your proposal qualifies as an amendment. In addition, Staff can then advise you regarding the number of site plan drawings that will need to be submitted for review purposes. Generally, a new site plan and a major amendment will require a submittal of three (3) full size copies and eight (8) 18" x 24" copies of the proposed site plan. Please call 878-6950 if you have any questions.

Applicant Staff

- | | | |
|-------------------------------------|-------|---|
| <input checked="" type="checkbox"/> | _____ | Site plan, drawn to scale including a north arrow, certified by licensed Vermont professional. |
| <input checked="" type="checkbox"/> | _____ | Vicinity map. Specify adjoining land use/zoning. |
| <input checked="" type="checkbox"/> | _____ | Name, address, phone # of developer and all professionals working on the project |
| <input checked="" type="checkbox"/> | _____ | Survey prepared by certified land surveyor showing existing or proposed rights of way and easements. |
| <input checked="" type="checkbox"/> | _____ | Total land area and location. Size, height, and number of stories of existing and proposed structures and distance to property lines |
| <input checked="" type="checkbox"/> | _____ | Location and dimensions of existing and proposed easements, streets, driveways and infrastructure. |
| <input checked="" type="checkbox"/> | _____ | Description of proposed use and floor areas of all structures, and parking and loading calculations. All parking spaces shall be clearly indicated on the plan (See section 703). |
| <input checked="" type="checkbox"/> | _____ | Location and specifications for a bike path. |
| <input checked="" type="checkbox"/> | _____ | Topographic map with final ground contours at 2' intervals as if staff determined that such information is necessary. |
| <input checked="" type="checkbox"/> | _____ | Existing natural features including wetlands, rock outcroppings, excessive slope and tree groupings. |
| <input checked="" type="checkbox"/> | _____ | Professional landscape plan including the type, size, quantify, and location of plant materials, existing and proposed (see Sections 719 and 708). |
| <input checked="" type="checkbox"/> | _____ | Lighting plan with specifications (See section 704). |
| <input checked="" type="checkbox"/> | _____ | Impact analysis including traffic generation and impact on public and/or private infrastructure. |

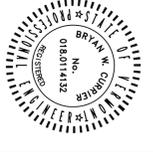
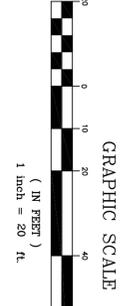
- _____ Engineering design standards for all improvements. Include a description of the methodology proposed to control drainage, and construction plans as applicable.
- _____ Traffic study as deemed necessary by the Commission (or staff)
- _____ Written request for waivers of any requirements of this Code.
- _____ Location of proposed water/sewer service connections.
- _____ Proposed development schedule and phasing request.
- _____ Location and type of proposed screening or buffering.
- _____ Elevation of existing/proposed structures and proposed change to height of existing structures.
- _____ Location of fire lanes.
- _____ Percent of lot coverage of all structures and impervious surfaces.

This checklist is designed to assist the applicant with the preparation of the Site Plan. The applicant is solely responsible for meeting all of the requirements of the Land Development Code. Please contact staff at 878-6950 if you have any questions.



THE CONTRACTOR SHALL NOTIFY "DIGSAFE" AT 1-888-344-7233 AND THE VILLAGE OF ESSEX JUNCTION AT 802-878-6942 PRIOR TO ANY EXCAVATION.

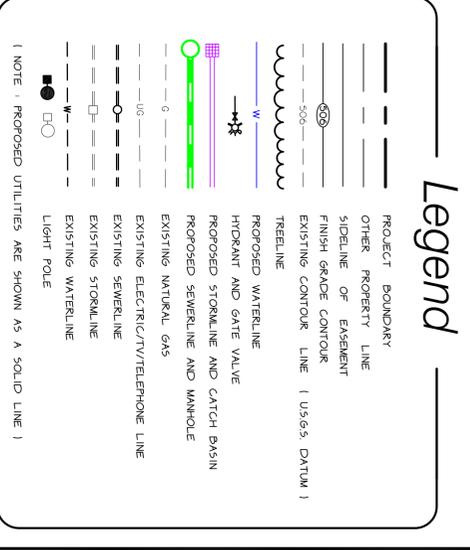
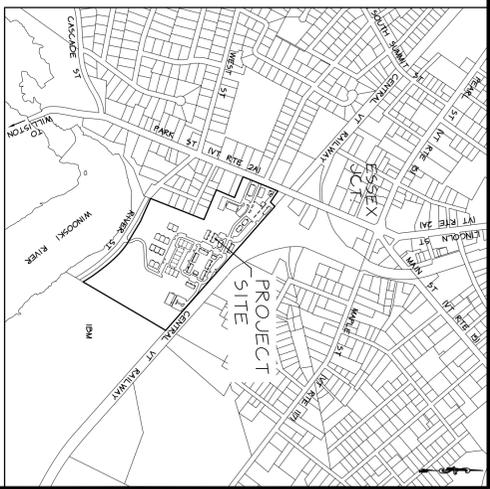
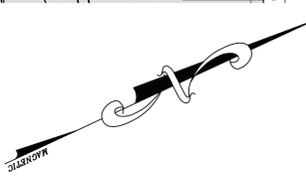
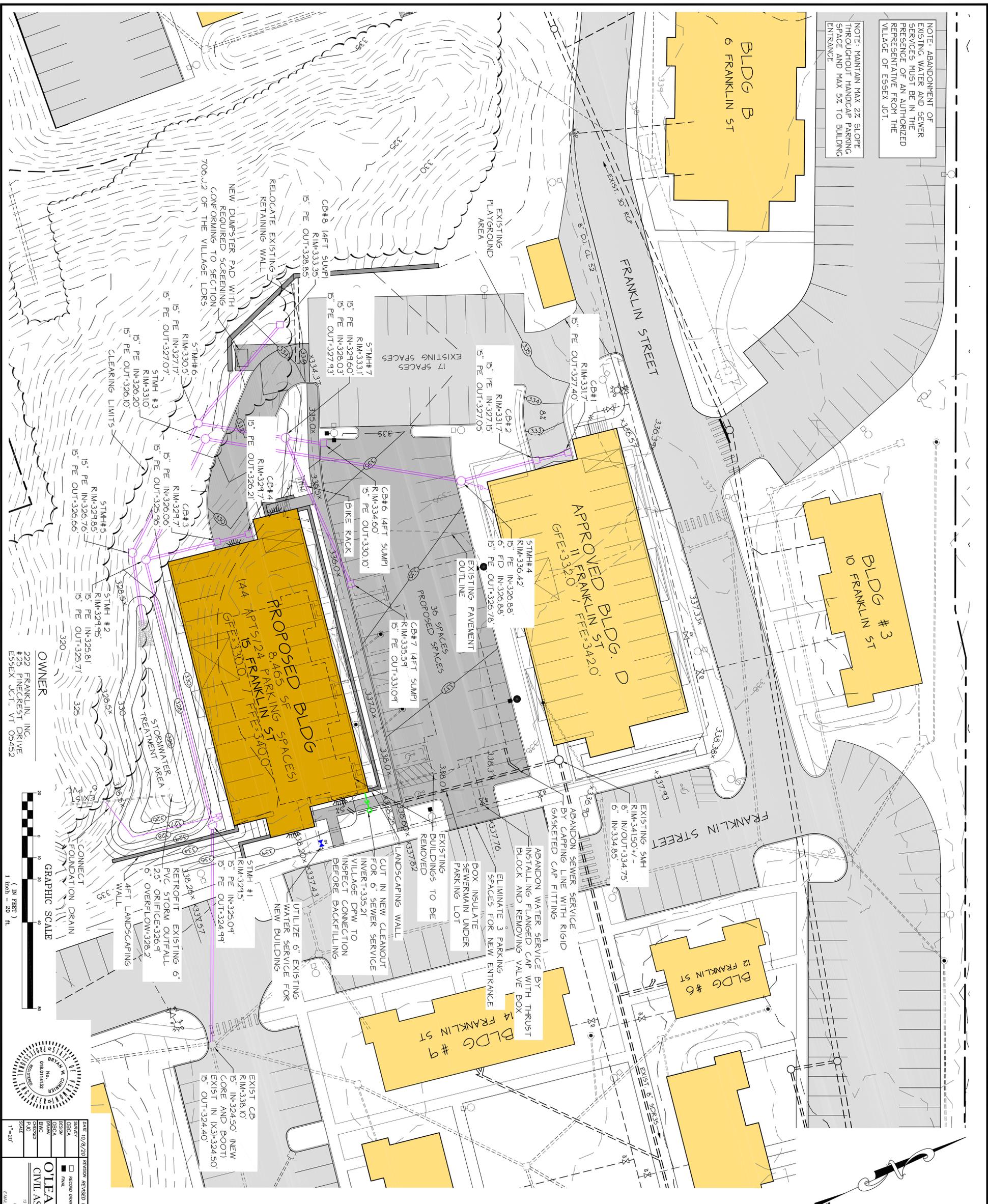
OWNER
 222 FRANKLIN, INC.
 #25 PINECREST DRIVE
 ESSEX VCT., VT 05452



DATE: 10/9/20	REVISION: REVISED PER VILLAGE ENGINEER COMMENTS	BY: BMC
DRAWN: OLEARY-BURKE	DESIGN: OLEARY-BURKE	CHECKED: OLEARY-BURKE
SCALE: 1"=20'	PROJECT: 15 Franklin St. - Essex Junction, VT	SHEET: 2
Existing Conditions		

NOTE: ABANDONMENT OF EXISTING WATER AND SEWER SERVICES MUST BE IN THE PRESENCE OF AN AUTHORIZED REPRESENTATIVE FROM THE VILLAGE OF ESSEX JCT.

NOTE: MAINTAIN MAX 2% SLOPE THROUGHOUT HANDICAP PARKING SPACE AND MAX 5% TO BUILDING ENTRANCE

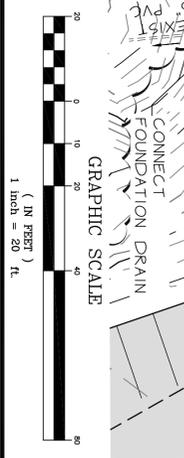


ZONING INFORMATION

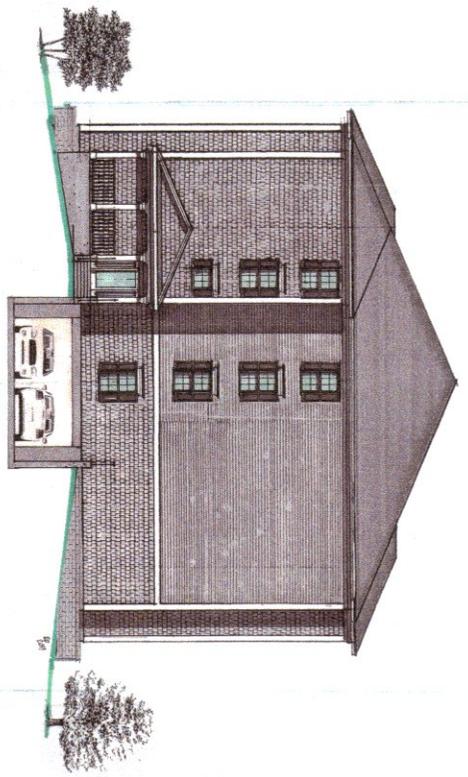
Mixed Commercial Use Zoning District	Mix Com. Use
Requirements	15,000 SF
Minimum Lot Size	65%
Maximum Lot Coverage	20 FT
Minimum Setback - Front Yard	72 FT
Maximum Building Height	

THE CONTRACTOR SHALL NOTIFY "DIGSAFE" AT 1-888-344-7233 AND THE VILLAGE OF ESSEX JUNCTION AT 802-878-6942 PRIOR TO ANY EXCAVATION.

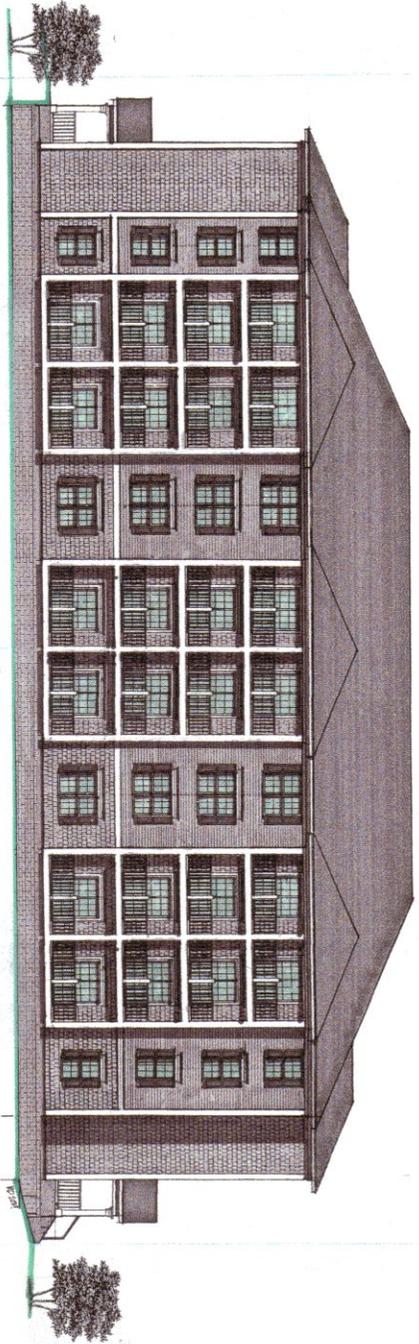
OWNER
222 FRANKLIN, INC.
#25 PINECREST DRIVE
ESSEX JCT., VT 05452



DATE: 10/8/20	REVISION: REVISED PER VILLAGE ENGINEER COMMENTS	BY: BNC
DRAWN: OLEARY-BURKE	DESIGN: OLEARY-BURKE	CHECKED: OLEARY-BURKE
SCALE: 1"=30'	PROJECT: 15 Franklin St. - Essex Junction, VT	SHEET: 3



NORTH ELEVATION



NORTH ELEVATION

RIVERSIDE IN THE VILLAGE
15 FRANKLIN STREET
ESSEX JUNCTION VERMONT

MICHAEL DUGAN
 ARCHITECT
 100 STATE STREET
 SUITE 200
 ESSEX JUNCTION, VT 05742
 TEL: 802-888-1111
 FAX: 802-888-1112
 WWW.MICHAELDUGAN.COM

JUNE 14, 2010

DONALD L. HAMLIN
CONSULTING ENGINEERS, INC.
ENGINEERS AND LAND SURVEYORS

Please reply to:

P.O. Box 9
Essex Junction
Vermont 05453

136 Pearl Street
Essex Junction, Vermont

Tel. (802) 878-3956
Fax (802) 878-2679
www.dlhce.com

September 22, 2020

Mr. Robin Pierce
Village of Essex Junction
2 Lincoln Street
Essex Junction, Vermont 05452

Re: Riverside – 15 Franklin Street
Submittal #1

Dear Mr. Pierce:

We have reviewed the plans and supporting information that we received electronically for the above referenced project. The plans reviewed as part of this submittal consisted of the sheets listed in the table below.

Riverside – 15 Franklin Street – Submittal #1			
Sheet #	Sheet Name	Dated	Last Revised
Prepared By: O’Leary-Burke Civil Associates, PLC			
1	Overall Site Plan	8-11-20	---
2	Existing Conditions	8-11-20	---
3	Site Plan	8-11-20	---
4	Lighting Plan	8-11-20	---
5	Roadway & Stormwater Details	8-11-20	---
6	Water Details	8-11-20	---
7	Sewer Details	8-11-20	---
8	EPSC Plan	8-11-20	---

For our review, we utilized the most recent edition of the Village of Essex Junction Land Development Code, dated December 13, 2016, hereinafter referred to as the “LDC”. Based on our review of the plans, we offer the following comments presented below, which represent a compilation of comments from our office and the Village of Essex Junction Public Works Department.

General

- 1) The cover letter provided by the applicant’s engineer indicates an estimated sewer demand of 6,160 gallons per day and an estimated water demand of 6,160 gallons per day for this new building. After taking credit for the two existing buildings to be removed, this project will require an additional 3,640 gallons per day of sewer allocation and an additional 2,920 gallons per day of water allocation from the Village. The applicant will need to request and obtain these additional sewer and water allocation approvals from the Village for this project.

WATER SUPPLY & DISTRIBUTION
STORMWATER MANAGEMENT
CONTRACTOR SERVICES
STREETS & HIGHWAYS

MUNICIPAL ASSISTANCE
SITE DEVELOPMENT & SUBDIVISION
RECREATION FACILITIES & SKI AREAS
WASTEWATER COLLECTION & TREATMENT

AGRICULTURAL ENGINEERING
PERMITTING ASSISTANCE
RESIDENT ENGINEERING
LAND SURVEYING

- 2) We recommend a condition of approval of this project requiring the submission of record drawings for site utilities to the Village of Essex Junction upon completion of construction, in both AutoCAD and PDF format. The Village would also like to request this information be provided in shapefile format in Vermont State Plane Meters, NAD83.
- 3) Note #2 on Sheet #5 should be revised to include the telephone number for the Village of Essex Junction Public Works Department (802-878-6942). The DIGSAFE notification notes on Sheet #2 and #3 should also be revised to include this telephone number.

Site Layout – Roadways, Drives, and Walkways

- 1) The applicant provided updated parking computations for the entire project development. These computations indicate that a total of 768 parking spaces are required by the LDC for the entire project development, including this project; with a total of 695 parking spaces provided throughout the project development with completion of this proposed building. The applicant performed a parking count in June 2019 during full occupancy of the existing development and calculated the actual parking ratio of spaces per unit. Using the actual parking ratio of spaces per unit, the full build-out scenario that includes this proposed project and the previously approved Building D at 11 Franklin Street would require 584 spaces (with a total of 695 spaces being provided). In consideration of this analysis, the applicant is requesting a parking waiver in order to minimize impervious area coverage. We defer to the Village Planning staff and Planning Commission regarding this parking waiver request.
- 2) We note for the record that the sidewalk and curb details presented on Sheet #5 are not acceptable for use within the Village of Essex Junction right-of-way.
- 3) We recommend that the plans be revised to provide at least two accessible parking spaces in the new parking area; located in the vicinity of the new walkway leading to the front entrance of the proposed building.

Grading & Drainage

- 1) As part of the previously approved project at 11 Franklin Street, the applicant obtained a State stormwater permit amendment that involved a site balancing strategy to provide treatment for new and redeveloped impervious areas using the existing stormwater system. As part of this project, the applicant is proposing to amend that permit utilizing a similar site balancing strategy to treat portions of both projects (11 and 15 Franklin Street) using the existing stormwater system; with the remaining redeveloped and new impervious areas from both projects treated in the expanded infiltration facility located south of the proposed building. The applicant has indicated that they will provide a copy of the amended State stormwater permit prior to issuance of a zoning permit.

While we do not specifically object to this concept, we note that in consideration of the MS4 requirements applicable to the Village of Essex Junction, applicants are 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 Village in the future as part of the MS4 permit and Flow Restoration Planning requirements. No changes to the proposed project design are required at this time.

We recommend a condition of approval of this project requiring the applicant to submit a copy of the amended State Stormwater Discharge Permit for this project prior to issuance of a zoning permit. The Water Quality Superintendent requests that a copy of the HydroCAD file for the project be provided to the Village.

- 2) The applicant should be required to submit copies of the stormwater system annual inspection reports to the Village of Essex Junction as a condition of approval.

Sanitary Sewer

- 1) Sheet #3 calls for the installation of a new cleanout for the new 6" sewer service for the new building in the existing sewer service line serving the existing building #4 that is to be removed. The plans should be

revised to require the abandonment of the existing sewer service serving the existing building #4 using a rigid, gasketed cap fitting.

- 2) The plans should be revised to require that the connection of the new building sewer to the existing sewer piping be inspected by an authorized representative of the Village of Essex Junction prior to backfilling.
- 3) The applicant should provide confirmation that adequate capacity exists in the existing sewer pump station to accommodate the increased flow anticipated as a result of this project.

Erosion Prevention and Sediment Control

- 1) The plans reference requirements for topsoil stockpiles surrounded by silt fence. The plans should be revised to depict the location(s) of proposed topsoil stockpiles.
- 2) On Sheet #8, note #5 of the Winter Guidelines for Erosion Prevention & Sediment Control states "*Prior to stabilization snow and ice must be removed to a depth of no less than 1 in.*" This note should be revised to state "*Prior to stabilization, snow and ice must be removed to less than 1 inch thickness.*"; or similar language.

Lighting

- 1) The proposed lighting results in very minimal lighting along the new sidewalk along the north side of the proposed building. We recommend additional lighting be considered in this area.

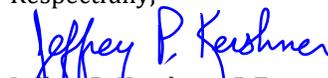
Traffic

- 1) The applicant provided a Traffic Impact Assessment prepared by Lamoureux & Dickinson Consulting Engineers, Inc. This assessment included intersection capacity analyses for the Park St/Iroquois Ave/Franklin St intersection both with and without this proposed project. The Traffic Impact Assessment concluded that "*Intersection capacity analyses at the Park St/Iroquois Ave/Franklin St intersection indicate that acceptable levels of service will be maintained with this Project.*" This document also included a discussion regarding safety and accidents along this section of Park Street and concluded that "*We have no reason to anticipate that the small volume of additional traffic resulting from this Project would adversely impact existing or future traffic safety conditions.*"

We recognize the urban nature of this area and the existing traffic congestion that exists along this section of Park Street. We also note that several modifications to the traffic flow, roadways, and intersections in this vicinity will be forthcoming with the anticipated construction of the Crescent Connector and associated changes to the Five Corners intersection. While the assessment includes estimated trips associated with the Crescent Connector and recently approved/proposed development projects not yet constructed, the assessment did not include a detailed analysis of the surrounding roadway network and its anticipated modifications. Without a detailed analysis, it is unclear as to what impacts these modifications will have relative to this project. We recommend that the Village require the applicant to perform a follow-up traffic study within 6 months of 50% occupancy of the proposed building in order to confirm the trip generation rate and to determine if traffic improvements are necessary.

We have no further comments at this time. Please feel free to contact me if you have any questions or if we may be of further service.

Respectfully,


Jeffrey P. Kershner, P.E.
President

Cc: Rick Jones