CITY OF ESSEX JUNCTION
PLANNING COMMISSION
MEETING AGENDA

Online & 2 Lincoln St.
Essex Junction, VT 05452
Tuesday, March 31th, 2026
6:30 PM

E-mail: cyuen@essexjunction.org *www.essexjunction.org* *Phone: 802-878-6944, ext. 1607*

This meeting will be held in-person at 2 Lincoln St and remotely. To participate remotely:

- **JOIN ONLINE**: Join Zoom Meeting
- **JOIN CALLING:** *(toll free audio only)*: (888) 788-0099 | Meeting ID: 953 1240 7791; Passcode: 040339

1. **CALL TO ORDER** [6:30 PM]

2. **AGENDA ADDITIONS/CHANGES**

3. **PUBLIC TO BE HEARD**
   a. Comments from Public on Items Not on Agenda

4. **MINUTES**
   a. March 5th, 2026

5. **BUSINESS ITEMS**
   a. Discussion and of Phased Implementation of TOD Master Plan Zoning Changes related to Wastewater Capacity Constraints * [6:35 PM]
   b. Introduction of Draft Form-Based Code Proposal* [6:50 PM]
   c. Discussion and consideration of First Congregational Church of Essex Junction Zoning Amendment* [8:15 PM]

6. **MEMBERS UPDATES** [8:25 PM]

7. **STAFF UPDATES** [8:27 PM]

8. **ADJOURN**

*attachments included in the packet

Agenda item timestamps are estimates of the starting time of each topic and are subject to change.

This agenda is available in alternative formats upon request. Meetings of the Planning Commission, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the City Manager's office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.

CITY OF ESSEX JUNCTION
PLANNING COMMISSION REGULAR MEETING
MINUTES OF MEETING
MARCH 5, 2026
DRAFT

PLANNING COMMISSIONERS PRESENT: Elijah Massey, Chair; Diane Clemens, Vice-Chair; Finn Hamilton (non-voting) Elena Juodisius, Scott McCormick
PLANNING COMMISSIONERS ABSENT: Kirstie Paschall
ADMINISTRATION: Chris Yuen, Community Development Director; Ashley Snellenberger, Communications & Strategic Initiatives Director
OTHERS PRESENT: Maya Balassa, Marshall Distel, Darren Schibler

1. CALL TO ORDER
Mr. Massey called the meeting to order at 6:30 PM.

2. AGENDA ADDITIONS/CHANGES
None.

3. PUBLIC TO BE HEARD
a. Comments from Public on Items Not on Agenda
None.

4. MINUTES
a. February 5th, 2026
DIANE CLEMENS made a motion, seconded by SCOTT MCCORMICK, to approve the minutes of January 5th, 20206, as presented. Motion passed 4-0.

5. BUSINESS ITEMS
a. Introduction and Discussion of Comprehensive Plan Engagement Plan
Mr. Schibler, Senior Planner & Project Manager and Ms. Balassa, Planner, both of the Chittenden County Regional Planning Commission (CCRPC), presented. Mr. Schibler said that the CCRPC will be reviewing the engagement plan so that they can move forward with engaging the community. He provided a review of the project process, noting that the CCRPC is currently conducting a mapping analysis and developing a public engagement plan. Mr. Schibler said that the draft engagement plan will provide a review of prior engagement, discuss key themes/questions, include focus groups, determine the interested and affected parties and show a timeline for engagement. He believes that the focus groups will help to determine specific actions that the City can take to meet its goals. Other options for "quick touch" engagement will be provided, which will help to ensure that residents agree with the path that the City is on. Mr. McCormick said that Essex Junction has been approved as a pilot community with the Climate Change Office to integrate climate change into the municipal plan.. He suggested that 50% of engagement should be with those with lived experience, such as BIPOC, youth, seniors, low-income, etc. Mr. Schibler suggested that the work of Simone Bedford be integrated. She is working with Essex Junction to enhance economic mobility and advancement. Ms. Bedford may be able to assist with facilitating a business and economic vitality focus group as well.

Mr. Schibler discussed the focus group planning, noting that he would like these to be SMART (specific, measurable, attainable, relevant, and time-based) actions. Mr. Massey asked how the plan will utilize SMART goals while also providing a reasonable-length plan. Mr. Schibler said that he hopes to take broader and open-ended goals and replace them with more specific and action-oriented ones. Public prioritization of goals can assist with developing this. Ms. Juodisius suggested keeping the broader goals with actionable steps. This plan is a roadmap, and it will be the City's responsibility to implement the actions, while working with several other organizations and non-profits. Focus groups will begin in May. Mr. McCormick suggested additional focus groups above the 2-3 meetings, as time may be needed to inform all of recent planning efforts. A PC member will attend each meeting as facilitators. All are welcome to attend; however, efforts will be made to engage those from marginalized backgrounds.

Focus groups will be held on housing. The PC suggested reaching out to Maura Collins, a resident who leads Vermont Housing Finance Agency, as well as local developers. Stipends for participants are available. Mr. Massey encouraged the City to involve smaller-scale developers and landlords in the process. He said that he would like to see a broader focus than just on building heights. Ms. Clemens encouraged the New American community and Essex High School business club to be engaged in this process. Mr. McCormick said that landlords of older buildings should be engaged, especially with the energy focus group. Ms. Juodisius suggested mortgage lenders or realtors, as well as owner-occupied housing. Mr. Schibler said that he met with Ms. Snellenberger, Communications & Strategic Initiatives Director with the City of Essex Junction. Ms. Snellenberger said that this will help to grow internal work plans and move the strategic plan forward. Mr. McCormick said that he would like to facilitate the energy and climate resilience focus group.

The focus group on energy & climate resilience will discuss the ambitious energy and greenhouse gas targets, unpredictable weather, infrastructure, and the role of the City. Subject matters experts, youth representatives, business owners in the energy industry, Tree Advisory Committee members, health care providers, gardeners/farmers, state Forest, Parks & Recreation staff, the Health Officer/Police Department, Efficiency Vermont/CVOEO were all suggested as people/groups to engage. Mr. Yuen expressed concern about the size of the list, and the amount of work involved in contacting all of these parties. Mr. Schibler said that an event flyer can be prepared and shared. Mr. McCormick suggested meeting with some partners, such as the Tree Advisory Committee, in a different environment. The focus group on business and economic mobility will focus both on traditional business development and on economics in the community as a whole. Mr. McCormick said that it can be difficult to engage the small business population, especially New Americans. He also suggested better engaging with current events in Essex Junction and possibly hosting a gathering at a local restaurant. Mr. Yuen will see if any City Councilors would be interested in participating in the focus groups. The engagement plan will also be provided to the City Council in the reading file. Mr. Schibler said that CCRPC staff will prepare an invitation. All PC members will send Mr. Schibler suggestions for focus group participants.

b. Introduction of Draft Form-Based Code Proposal

Mr. McCormick recommended that all Commissioners read Williston's Comprehensive Plan. Mr. Yuen said that the form-based code proposal will be discussed further at the next meeting, and that the consultant will be in attendance. Mr. Yuen said that some of these changes may require changes to the future land use map in the Comprehensive Plan. He said that changes that are not in opposition to any existing documents can be presented to the City Council for adoption earlier. Mr. Yuen said that the West Street

pump station needs upgrades, and that there may be changes required to accommodate growth. There may be a need to drive growth into the City Center where there is additional sewer capacity. Provisional allocations for sewer use on properties that are not constructed were discussed. Ms. Clemens and Mr. Hamilton provided a variety of edits and clarifications to the draft document. Mr. McCormick encouraged the addition of more diagrams and said that it needed to become more readable. Mr. Massey said that Essex Junction has asked for a higher level of detail, however this detail makes it an inaccessible to many people. Mr. Yuen said that it is important for those doing all levels of development to be able to read the document. He said that he is most interested in hearing feedback on what should be done prior to the next meeting. Mr. McCormick discussed the applicability of this documents to developers of different sizes. Mr. Yuen said that four units or less are staff approved, and no professional engineering plans are required. Five and above units are treated the same as larger developments, which could prove to be challenging to smaller scale developers. He suggested the creation of a mid-scale development category, with around 5-15 units.

6. MEMBERS UPDATES

Ms. Clemens shared the book 2050, with the Commission, which shares short vignettes on what life may be like during this time. Mr. Hamilton said that there will be an opening for the new terminal at the airport on March 28, 2026.

7. STAFF UPDATES

Mr. Yuen said that the Pearl Street Multi-Modal improvements project is progressing into final design. The City Council will need to decide the number of lanes for the project, and another live traffic test is planned for the next few weeks. The Pearl Street Pedestrian Crossing study will hold a public meeting next Thursday, for the public to review the four alternatives. Public engagement for the Park Street complete streets project has begun.

8. ADJOURNMENT

SCOTT MCCORMICK made a motion, seconded by DIANE CLEMENS, to adjourn. Motion passed 4-0. Meeting adjourned 8:41 PM.

Respectfully submitted,
Darby Mayville

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MEMORANDUM

To: Planning Commission
From: Christopher Yuen, Community Development Director
Meeting Date: March 31, 2026
Subject: Phased Implementation of TOD Master Plan Zoning Changes related to Wastewater Capacity Constraints

Issue: Consideration of a phased approach to implementing zoning changes recommended in the adopted Connect the Junction Transit-Oriented Development (TOD) Master Plan, in light of wastewater infrastructure capacity constraints.

Discussion:
The adopted Connect the Junction TOD Master Plan recommends increasing allowable building heights in key areas, including the City Center (VC District) and the Pearl Street Corridor (TOD, HA, and MF-MU1 Districts). The Plan also calls for consolidating the TOD, HA, and MF-MU1 districts into a unified zoning framework supported by a Form-Based Code.

Since adoption of the Plan, staff have been evaluating infrastructure capacity to support anticipated growth. As outlined in the attached March 9, 2026 memorandum from Water Quality Superintendant Chelsea Mandigo, the West Street Pump Station, which serves much of the Pearl Street Corridor including areas zoned HA and MF-MU1, is currently operating at or above design capacity under certain conditions. The system cannot reliably accommodate the increased wastewater flows associated with higher density development at this time.

While upgrades to the West Street Pump Station are planned, including improvements to pumping capacity and storage, these are not expected to be completed until approximately 2028. Additional force main upgrade needs have been identified but their scope and timeline are not yet defined. Until these improvements are in place, significant increases in development intensity within the pump station service area should be avoided to preserve system performance and functionality.

Given these constraints, we recommends a phased approach to implementing zoning changes associated with the TOD Master Plan:

Phase 1: 2026
Advance zoning updates and Form-Based Code provisions in areas not constrained by current wastewater capacity limitations, including:

- City Center (VC District)
- TOD zoned portions of the Pearl Street Corridor outside the West Street Pump Station service area

This approach would allow the City to shape near term development, particularly along Park Street where redevelopment activity is anticipated within the next 1 to 3 years, using the new Form-Based Code framework. Advancing these areas now ensures that imminent projects align with the

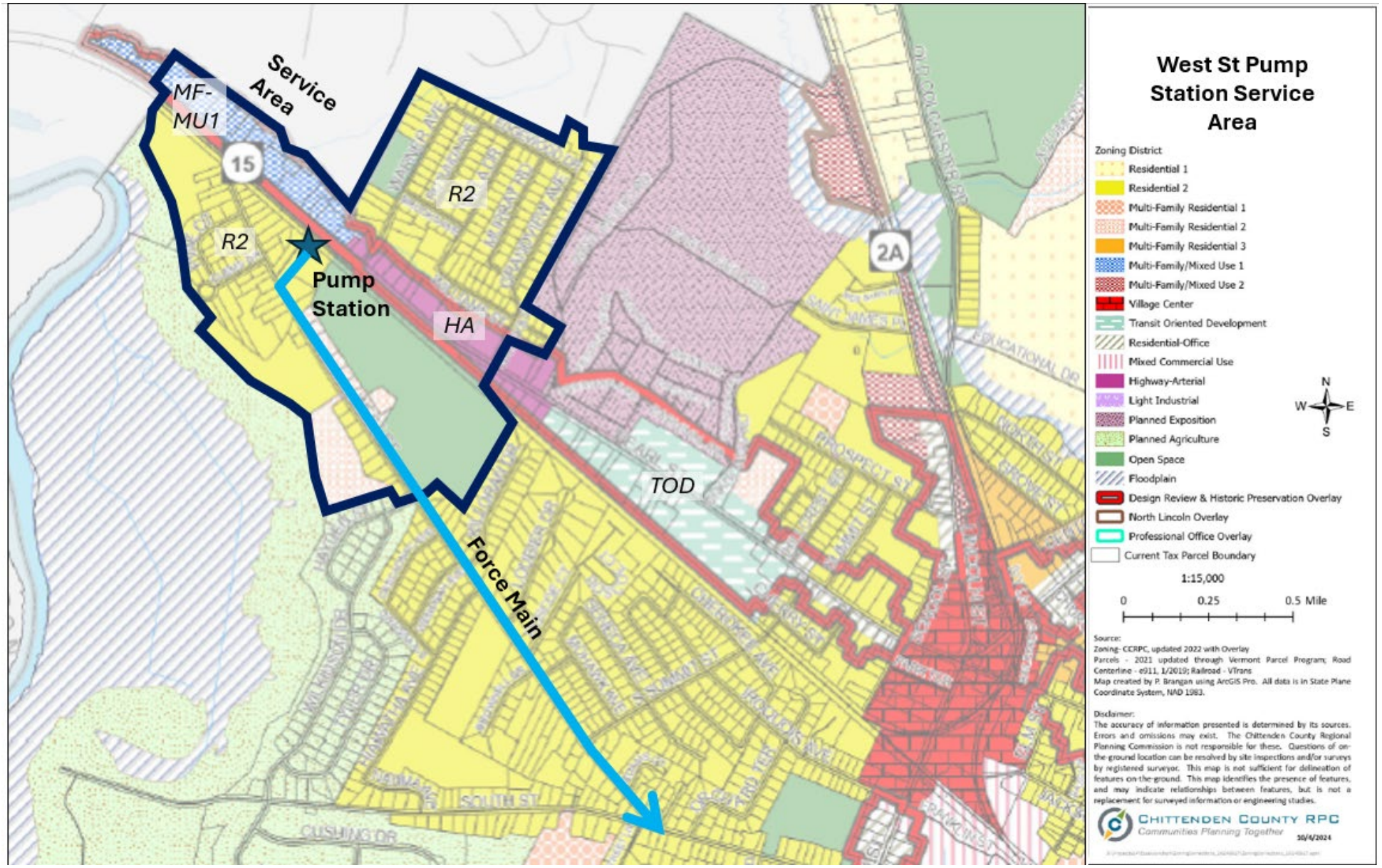
community's adopted vision for urban form.

Phase 2: 2028 or later
Implement zoning changes in the HA and MF-MU1 districts located in the West Street Pump Station service only after necessary wastewater infrastructure upgrades are completed. This phased approach allows the City to continue progress on TOD implementation where feasible and to revisit district consolidation as part of or following the 2027 Comprehensive Plan update process.

Cost:
N/A

Recommendation:
Staff recommends that the Planning Commission endorse a phased approach to implementing TOD Master Plan zoning changes, prioritizing updates to the VC and TOD districts in the near term, while deferring changes to the HA and MF-MU1 districts until wastewater infrastructure constraints are resolved.

Attachments:
- Map of zoning districts and West Street Pump Station service area
- March 9, 2026 memorandum from Chelsea Mandigo regarding wastewater capacity constraints
- June 2025 West Street Pump Station Capacity Analysis


Service Area
MF-MU1
15
R2
R2
Pump Station
HA
TOD
2A
Force Main
SOUTH ST
CUSHING DR
West St Pump Station Service Area
Zoning District
Residential 1
Residential 2
Multi-Family Residential 1
Multi-Family Residential 2
Multi-Family Residential 3
Multi-Family/Mixed Use 1
Multi-Family/Mixed Use 2
Village Center
Transit Oriented Development
Residential-Office
Mixed Commercial Use
Highway-Arterial
Light Industrial
Planned Exposition
Planned Agriculture
Open Space
Floodplain
Design Review & Historic Preservation Overlay
North Lincoln Overlay
Professional Office Overlay
Current Tax Parcel Boundary
N
W
E
S
1:15,000
0
0.25
0.5 Mile
Source:
Zoning- CCRPC, updated 2022 with Overlay
Parcels - 2021 updated through Vermont Parcel Program; Road Centerline - e911, 1/2019; Railroad - VTrans
Map created by P. Brangan using ArcGIS Pro. All data is in State Plane Coordinate System, NAD 1983.
Disclaimer:
The accuracy of information presented is determined by its sources. Errors and omissions may exist. The Chittenden County Regional Planning Commission is not responsible for these. Questions of on-the-ground location can be resolved by site inspections and/or surveys by registered surveyor. This map is not sufficient for delineation of features on the ground. This map identifies the presence of features, and may indicate relationships between features, but is not a replacement for surveyed information or engineering studies.
CHITTENDEN COUNTY RPC
Communities Planning Together
10/4/2024

Memo

To: Chris Yuen, Community Development Director

From: Chelsea Mandigo

Date: March 9, 2026

Subject: West St Pump Station and Increase in Building Heights

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Issue: Wastewater Capacity Constraints Related to Proposed Building Height Increases in the Pearl Street Corridor

Discussion: While the approved increase in allowable building heights from five to ten stories in the Pearl Street Corridor may support housing and economic development goals, the existing wastewater infrastructure—specifically the West Street Pump Station—currently lacks the capacity to handle the additional flow resulting from such intensified development. West Street Pump Station serves Pearl Street from 241 to 143, West St from 200 to 112, Warner Avenue, Edgewood Drive, Rotunda Avenue, Villa Drive, Murray Road, Grandview Avenue, Jones Avenue, Brooks Avenue, Williams Street, East Williams Street, West St Extension, Pine Court, Clems Drive. The West St forcemain, which takes the wastewater from the pump station and moves it closer to the treatment facility, runs 6,025 ft down West St to the other side of the intersection of South St.

At present, the West Street Pump Station is operating at design capacity under existing development conditions, as demonstrated in pump run hours. When peak flow conditions coincided with Susie Wilson Pump Station actively pumping, West Street Pump Station is over capacity. The attached West Street Pump Station Capacity Analysis, conducted by Donald L. Hamlin Consulting Engineers, further outlines this. In addition, field observation of daily system surcharging when two pumps have to be triggered to keep up with the flow rather than one pump under normal operations supports the model calculation.

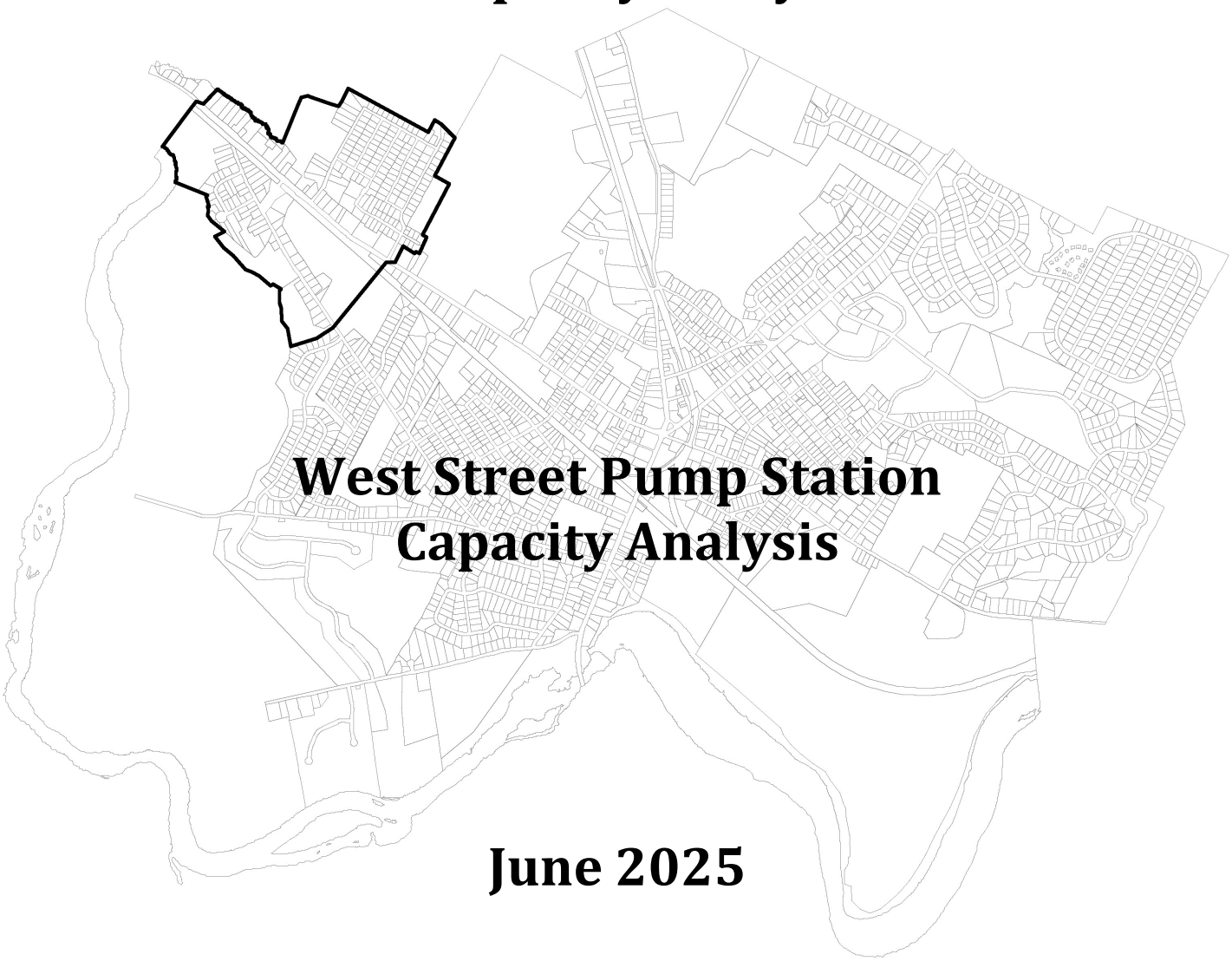
Due to these constraints, development in this corridor, especially increasing allowable building heights to ten stories across the pump station service area, cannot be supported by the current wastewater infrastructure. Upgrades to the West Street Pump Station to manage higher peak flows from increased development will be necessary. These upgrades include increased pumping capacity, expanded wet well storage, a larger force main, and other improvements. A station retrofit is currently under design, and a bond vote for the upgrades was approved by City and Town residents in 2025. We anticipate that the station will be upgraded in 2028. However, it was identified during this process that a larger force main is required to allow the station to run efficiently with higher potential flows, and the timeline for these upgrades is not yet known.

Until these improvements are completed, phased implementation of increased building heights in the West St Pump Station Service area of the Pearl Street Corridor will be necessary. This will ensure that growth occurs in a manner that maintains reliable wastewater system performance and protects public infrastructure and human health.

If additional technical information regarding pump station capacity or projected wastewater flows would be helpful, please let me know. **Attachments:** City of Essex Junction Sanitary Sewer System Capacity Study-West Street Pump Station Capacity Analysis

City of Essex Junction

Sanitary Sewer System Capacity Study



West Street Pump Station Capacity Analysis

June 2025

Donald L. Hamlin Consulting Engineers, Inc.
136 Pearl Street
Essex Junction, Vermont 05452
Tel (802) 878-3956 www.dlhce.com

BACKGROUND

The City of Essex Junction requested a sewer study be performed in order to evaluate the capacity within the existing wastewater collection system to aid in system operation and maintenance, and to serve as a guide for new development within the City. The sewer study was broken into pieces based on the different pump stations. This report is for the gravity collection system that flows to the West Street Pump Station. The section defined is shown as Figure 1 in Appendix A.

At the request of the City of Essex Junction, the following document was prepared to create a model of the applicable portions of the gravity sewer collection system upstream of the West Street Pump Station.

CEJ SYSTEM MODEL

The City of Essex Junction maintains information on the existing sewer manholes and collection piping comprising their system, as well as a schematic layout of the system configuration. This information was provided for our use in creating this section of the CEJ system model. As a supplement to the information provided, we performed field studies to confirm the location of the manholes for the applicable portions of the system, along with the identification of the cover elevation and depth to the center of the flow channel in each manhole. All of this information was compiled and combined with digital tax map information and the most recent aerial imagery for the project area available from the Vermont Open Geodata Portal to create a base map of the system which is presented as Figure 1 in Appendix A.

Using the information discussed above, a computerized model of the applicable portions of the City's system was created. This model contains information for each individual pipe segment necessary for the calculation of capacity, service line flow, and upstream flow. This portion of the collection system also receives flow from the Shillingford Crossing residential development along Pinecrest Drive in the Town of Essex. These flows from the Town were added at the appropriate connection point to the study portion of the City system. The West Street Pump Station also receives flow directly from the Susie Wilson Road Pump Station.

EXISTING SYSTEM FLOWS

The existing sewer flow for each user connected to the City's system was based on water meter readings provided by the City of Essex Junction. The existing use has been tracked through water use records for the period from May 30, 2023 to October 11, 2023. This presents an approximation of the actual flows in the system, exclusive of infiltration and non-sewer discharges such as irrigation.

CAPACITY ANALYSIS

Using the existing system flows based on water meter readings as inputs, the system model estimates the total capacity of the system. Each pipe segment's capacity is divided into upstream flow and service flow. The upstream flow is calculated from all of the potential sources flowing into the upstream manhole for the pipe segment. Service flow is calculated for any services that are connected to the pipe segment and is added to the upstream manhole for the pipe segment. Allowance is made for infiltration and inflow (i/i) throughout the collection system.

The model calculates the total existing peak flow in each pipe segment in gallons per minute (gpm) and compares it to the pipe's theoretical capacity, resulting in the identification of available reserve flow. Peaking factors contained in the State of Vermont Wastewater System and Potable Water Supply Rules are used to compute the estimated peak rates of flow for each pipe segment.

Inherent in the model is an underlying assumption that all of the flows in the system are "peaked" at the same time as the various pump station flows are received. While possible, it is very unlikely that all of these peak flows would occur simultaneously through the system. This assumption presents a worst-case condition under which the system was evaluated.

Below is a description of the model runs and the corresponding results.

CAPACITY ANALYSIS RESULTS

This model run included all of the existing connections to the West Street Pump Station system based on water meter records for the period from May 30, 2023 through October 11, 2023 and includes an allowance for infiltration. It also includes flow from the portion of the Town of Essex along Pinecrest Drive that is connected directly to the study portion of the City collection system, as well as the Susie Wilson Pump Station that discharges directly to the West Street Pump Station.

Based on water meter readings over the 6 month period ending 10/23/23 for each property connected to the West Street Pump Station Collection System, the total flow was 84,741 GPD. Over this same period, Susie Wilson Pump Station Collection System pumped an average of 155,891 GPD. The West Street pump station pumped an average of 262,712 gallons per day over the 6-month period from 05/23/23 to 10/23/23. Based on the pump station flow records and the existing system flows, there is an apparent 22,080 GPD of unallocated flow attributed to infiltration.

The peak flows to the West Street Pump Station Collection System are estimated to be approximately 239 GPM. This conservatively assumes that all flows in the collection system "peak" simultaneously. If no peaking factor is accounted for, the flow is decreased to approximately 74 GPM. The Susie Wilson Pump Station Collection System discharges directly to the West Street Pump Station at an estimated flow of 525 GPM.

Based on the results of the modeling, all gravity pipe segments are operating within their capacity, with suitable reserve capacity.

SUMMARY AND CONCLUSIONS

This study has shown that the West Street Pump Station Collection System is currently operating within its design capacity and is sufficient to accommodate the existing gravity flows in the system. It also shows that there is capacity left in the collection system to handle future development.

If no peaking factor is accounted for, the West Street Pump Station is operating right at its design flow rate of 600 GPM. If peak flows are experienced in the system when the Susie Wilson Pump Station is actively pumping, the West Street Pump Station is projected to be over capacity.

Given the overall age of the system, infiltration should be closely monitored and minimized to the extent possible. Preventative measures such as lining of sewer lines and rehabilitation of manhole structures can reduce infiltration significantly; and thereby free-up capacity within the system. We are aware that the City has undertaken such preventative measures in multiple locations throughout the City collection system, but we do not believe that this includes the portion of the system that is the focus of this study. Due to the approximately 22,000 gallons per day of excess flow, the West Street pump stations runs for approximately 40 more minutes every day. That extra time increases the cost to run the pump station, and decreases the life span of the pump.

The model developed as part of this study is an essential tool for evaluating potential system modifications to the City's sanitary sewer collection system. It forms an important part of the City's Sanitary Sewer System Capacity Study for managing remaining sewer capacity allocation available for future development within the City. As with any such model, the model should be periodically updated to calibrate and ensure the accuracy and validity of the model, along with ensuring that future developments will not overload the system.

APPENDIX A

Figure 1
City of Essex Junction
West Street Pump Station
Gravity Collection System Schematic

GRAPHIC SCALE

200 0 100 200 400 800

(IN FEET)

1 inch = 200 ft.

DRAFT

DATE	REVISION	BY

CLIENT

CITY OF ESSEX JUNCTION
2 LINCOLN STREET
ESSEX JUNCTION, VERMONT 05452

PROJECT TITLE

ESSEX JUNCTION SEWER STUDY
PHASE 1

DRAWING TITLE

WEST STREET PUMP STATION COLLECTION SYSTEM SCHEMATIC

Survey	CD/ZPK
Design	—
Drawn	ZPK
Checked	JPK
Date	01/07/2025
Scale	1" = 200'
Job	23-808
File	
Drawing	FIG 1

Donald L. Hamlin Consulting Engineers, Inc.
136 Pearl Street
Essex Junction, Vermont

APPENDIX B

Capacity Analysis Model Results

City of Essex Junction
West Street Pump Station Capacity Analysis

up MH	down MH	Length (ft)	delta elev. (ft)	Diameter (in)	diam (ft)	area ft2	Slope (ft/ft)	Material Type	n (based on material)	flow ft3/s	capacity gpd	capacity gpm
B7	B6	236.84	0.7015	8	0.67	0.3526	0.0030	CI	0.012	0.72	465,257.12	323.10
B6	B5	273.44	0.992	8	0.67	0.3526	0.0036	AC	0.011	0.87	562,185.68	390.41
B5	B4	299.02	1.4794	8	0.67	0.3526	0.0049	AC	0.011	1.02	659,114.25	457.72
B4	B3	316.92	1.5951	8	0.67	0.3526	0.0050	AC	0.011	1.03	665,576.15	462.21
B3	B2	296.69	1.301	8	0.67	0.3526	0.0044	AC	0.011	0.96	620,342.82	430.79
B2	B1	145.32	0.3795	8	0.67	0.3526	0.0026	AC	0.011	0.74	478,180.93	332.07
A34	A33	280.96	1.879	8	0.67	0.3526	0.0067	AC	0.011	1.19	768,966.62	534.00
A33	A32	281.73	0.871	8	0.67	0.3526	0.0031	AC	0.011	0.81	523,414.26	363.48
A32	A31	279.32	4.097	8	0.67	0.3526	0.0147	AC	0.011	1.76	1,137,295.17	789.79
A31	A30	132.84	0.296	8	0.67	0.3526	0.0022	AC	0.011	0.69	445,871.40	309.63
A30	A30-1	35.14	0.275	8	0.67	0.3526	0.0078	AC	0.011	1.28	827,123.76	574.39
A30-1	A29	254.40	0.354833	8	0.67	0.3526	0.0014	AC	0.011	0.54	348,942.84	242.32
A29	A28	259.59	1.264167	8	0.67	0.3526	0.0049	AC	0.011	1.01	652,652.34	453.23
A28	A27	251.14	1.484	8	0.67	0.3526	0.0059	AC	0.011	1.12	723,733.29	502.59
A37	A36	320.77	1.7155	8	0.67	0.3526	0.0053	AC	0.011	1.06	684,961.87	475.67
A36	A35	326.69	3.2065	8	0.67	0.3526	0.0098	AC	0.011	1.44	930,514.23	646.19
A41	A40	326.95	2.608	8	0.67	0.3526	0.0080	AC	0.011	1.3	840,047.57	583.37
A40	A39	325.15	1.968	8	0.67	0.3526	0.0061	AC	0.011	1.13	730,195.20	507.08
A38	A39	356.58	1.507	8	0.67	0.3526	0.0042	AC	0.011	0.94	607,419.01	421.82
A39	A35	272.58	1.147	8	0.67	0.3526	0.0042	AC	0.011	0.94	607,419.01	421.82
A35	A27	296.28	1.405	8	0.67	0.3526	0.0047	AC	0.011	1	646,190.44	448.74
A27	A26	112.53	0.435	8	0.67	0.3526	0.0039	AC	0.011	0.9	581,571.40	403.87
A26	A25	253.00	1.517	8	0.67	0.3526	0.0060	AC	0.011	1.12	723,733.29	502.59
A25	A3	303.32	1.8415	8	0.67	0.3526	0.0061	AC	0.011	1.13	730,195.20	507.08

City of Essex Junction
West Street Pump Station Capacity Analysis

up MH	down MH	Length (ft)	delta elev. (ft)	Diameter (in)	diam (ft)	area ft2	Slope (ft/ft)	Material Type	n (based on material)	flow ft3/s	capacity gpd	capacity gpm
A17	A16	269.49	7.66	8	0.67	0.3526	0.0284	AC	0.011	2.45	1,583,166.58	1,099.42
A16	A15	260.93	1.8975	8	0.67	0.3526	0.0073	AC	0.011	1.24	801,276.14	556.44
A15	A14	257.41	1.6555	8	0.67	0.3526	0.0064	AC	0.011	1.16	749,580.91	520.54
A14	A13	262.46	1.789	8	0.67	0.3526	0.0068	AC	0.011	1.2	775,428.53	538.49
A24	A23	241.02	0.824	8	0.67	0.3526	0.0034	AC	0.011	0.85	549,261.87	381.43
A23	A22	233.44	0.861	8	0.67	0.3526	0.0037	AC	0.011	0.88	568,647.59	394.89
A22	A21	295.60	1.387	8	0.67	0.3526	0.0047	AC	0.011	0.99	639,728.53	444.26
A21	A13	262.60	0.957	8	0.67	0.3526	0.0036	AC	0.011	0.88	568,647.59	394.89
A13	A12	105.29	0.41	8	0.67	0.3526	0.0039	AC	0.011	0.91	588,033.30	408.36
A12	A11	139.36	1.195	8	0.67	0.3526	0.0086	AC	0.011	1.34	865,895.19	601.32
A11	A10	80.20	0.329	8	0.67	0.3526	0.0041	AC	0.011	0.93	600,957.11	417.33
A18	A19	306.60	2.237	8	0.67	0.3526	0.0073	AC	0.011	1.24	801,276.14	556.44
A19	A10	297.21	1.899	8	0.67	0.3526	0.0064	AC	0.011	1.16	749,580.91	520.54
A20	A10	242.68	10.392	8	0.67	0.3526	0.0428	AC	0.011	3	1,938,571.32	1,346.23
A10	A9	190.46	0.495	8	0.67	0.3526	0.0026	AC	0.011	0.74	478,180.93	332.07
A9	A8	186.30	0.4055	8	0.67	0.3526	0.0022	AC	0.011	0.68	439,409.50	305.15
A8	A7	328.43	0.7425	8	0.67	0.3526	0.0023	AC	0.011	0.69	445,871.40	309.63
A7	A6	224.49	0.886	8	0.67	0.3526	0.0039	AC	0.011	0.91	588,033.30	408.36
A6	A5	97.31	0.391	8	0.67	0.3526	0.0040	AC	0.011	0.92	594,495.20	412.84
A5	A4	295.04	1.2385	8	0.67	0.3526	0.0042	AC	0.011	0.94	607,419.01	421.82
A4	A3	339.10	1.297	8	0.67	0.3526	0.0038	AC	0.011	0.9	581,571.40	403.87
A3	A2	194.95	0.9685	8	0.67	0.3526	0.0050	AC	0.011	1.02	659,114.25	457.72
A2	B1	170.43	2.607	8	0.67	0.3526	0.0153	AC	0.011	1.8	1,163,142.79	807.74
B1	C1	168.43	0.602	8	0.67	0.3526	0.0036	AC	0.011	0.87	562,185.68	390.41

City of Essex Junction
West Street Pump Station Capacity Analysis

up MH	down MH	Length (ft)	delta elev. (ft)	Diameter (in)	diam (ft)	area ft2	Slope (ft/ft)	Material Type	n (based on material)	flow ft3/s	capacity gpd	capacity gpm
C9	C8	325.34	1.4725	8	0.67	0.3526	0.0045	AC	0.011	0.98	633,266.63	439.77
C11	C10	99.52	0.1585	8	0.67	0.3526	0.0016	AC	0.011	0.58	374,790.45	260.27
C10	C8	272.00	1.494	8	0.67	0.3526	0.0055	AC	0.011	1.08	697,885.67	484.64
C8	C7	140.23	0.3125	8	0.67	0.3526	0.0022	AC	0.011	0.69	445,871.40	309.63
C7	C6	256.22	1.37	8	0.67	0.3526	0.0053	AC	0.011	1.06	684,961.87	475.67
C14	C13	115.13	0.1495	8	0.67	0.3526	0.0013	AC	0.011	0.52	336,019.03	233.35
C23	C24	175.45	0.5655	8	0.67	0.3526	0.0032	AC	0.011	0.82	529,876.16	367.97
C24	C13	175.76	1.1855	8	0.67	0.3526	0.0067	AC	0.011	1.19	768,966.62	534.00
C13	C12	223.64	0.4125	8	0.67	0.3526	0.0018	AC	0.011	0.62	400,638.07	278.22
C12	C6	201.06	2.2035	8	0.67	0.3526	0.0110	AC	0.011	1.52	982,209.47	682.09
C6	C5	202.95	0.5165	8	0.67	0.3526	0.0025	AC	0.011	0.73	471,719.02	327.58
C22	C21	245.23	0.16	8	0.67	0.3526	0.0007	AC	0.011	0.37	239,090.46	166.04
C21	C20	251.51	0.998	8	0.67	0.3526	0.0040	AC	0.011	0.91	588,033.30	408.36
C20	C19	239.52	1.622	8	0.67	0.3526	0.0068	AC	0.011	1.19	768,966.62	534.00
C19	C18	240.94	0.653	8	0.67	0.3526	0.0027	AC	0.011	0.76	491,104.73	341.04
C18	C17	254.26	0.877	8	0.67	0.3526	0.0034	AC	0.011	0.85	549,261.87	381.43
C17	C16	246.11	0.598	8	0.67	0.3526	0.0024	AC	0.011	0.72	465,257.12	323.10
C16	C15	244.04	1.679	8	0.67	0.3526	0.0069	AC	0.011	1.2	775,428.53	538.49
C15	C5	236.66	0.619	8	0.67	0.3526	0.0026	AC	0.011	0.74	478,180.93	332.07
C5	C4	184.82	0.40325	8	0.67	0.3526	0.0022	AC	0.011	0.68	439,409.50	305.15
C4	C3	188.65	0.60475	8	0.67	0.3526	0.0032	AC	0.011	0.82	529,876.16	367.97
C3	C1	66.91	4.469	8	0.67	0.3526	0.0668	AC	0.011	3.75	2,423,214.15	1,682.79

City of Essex Junction
West Street Pump Station Capacity Analysis

up MH	down MH	Length (ft)	delta elev. (ft)	Diameter (in)	diam (ft)	area ft2	Slope (ft/ft)	Material Type	n (based on material)	flow ft3/s	capacity gpd	capacity gpm
C1	PS	10.00	0.1	8	0.67	0.3526	0.0100	AC	0.011	1.45	936,976.14	650.68
												Susie
	PS											600.00
		West St Pump Station Flow Data from Chelsea										
		262,712 GPD	4/23 to 11/23									
		Modeled flow				From Susie Wilson Pump Station			155891			
		84,741 GPD										
		Infiltration				240,632						
		22,080 GPD		8%								
		Total length of pipe										
		16272 ft										

City of Essex Junction

West Street Pump Station Capacity Analysis

Add Pinecrest Flow from 17-400 of 15,100 gpd

up MH	down MH	Existing Flows Upstream flow (GPD)	Service Flow (GPD)	Total Flow (GPD)	Peaking Factor	i/i (GPD)	Total excluding peaking GPD	Total flow including peaking gpm	% capacity	% capacity with peaking
B7	B6	-	357	357	5.0	321	679	1	0%	0%
B6	B5	357	145	502	5.0	371	873	2	0%	1%
B5	B4	502	614	1,116	5.0	406	1,522	4	0%	1%
B4	B3	1,116	335	1,451	5.0	430	1,881	5	0%	1%
B3	B2	1,451	452	1,904	5.0	403	2,306	7	0%	2%
B2	B1	1,904	-	1,904	5.0	197	2,101	7	0%	2%
A34	A33	-	720	720	5.0	381	1,101	3	0%	1%
A33	A32	720	804	1,524	5.0	382	1,906	6	0%	2%
A32	A31	1,524	904	2,428	5.0	379	2,807	9	0%	1%
A31	A30	2,428	15,446	17,874	4.2	180	18,055	52	4%	17%
A30	A30-1	17,874	45	17,919	4.2	48	17,967	52	2%	9%
A30-1	A29	17,919	670	18,589	4.2	345	18,934	54	5%	22%
A29	A28	18,589	754	19,343	4.2	352	19,695	57	3%	13%
A28	A27	19,343	402	19,745	4.2	341	20,085	58	3%	12%
A37	A36	-	1,412	1,412	5.0	435	1,848	5	0%	1%
A36	A35	1,412	782	2,194	5.0	443	2,637	8	0%	1%
A41	A40	-	1,351	1,351	5.0	444	1,795	5	0%	1%
A40	A39	1,351	966	2,317	5.0	441	2,758	8	0%	2%
A38	A39	-	625	625	5.0	484	1,109	3	0%	1%
A39	A35	2,942	430	3,372	5.0	370	3,742	12	1%	3%
A35	A27	5,566	128	5,694	5.0	402	6,096	20	1%	4%
A27	A26	25,439	106	25,545	4.2	153	25,698	75	4%	18%
A26	A25	25,545	542	26,086	4.2	343	26,430	76	4%	15%
A25	A3	26,086	804	26,890	4.2	412	27,302	79	4%	16%

City of Essex Junction

West Street Pump Station Capacity Analysis

Add Pinecrest Flow from 17-400 of 15,100 gpd

up MH	down MH	Existing Flows Upstream flow (GPD)	Service Flow (GPD)	Total Flow (GPD)	Peaking Factor	i/i (GPD)	Total excluding peaking GPD	Total flow including peaking gpm	% capacity	% capacity with peaking
A17	A16	-	1,116	1,116	5.0	366	1,482	4	0%	0%
A16	A15	1,116	871	1,987	5.0	354	2,341	7	0%	1%
A15	A14	1,987	988	2,975	5.0	349	3,325	11	0%	2%
A14	A13	2,975	882	3,857	5.0	356	4,214	14	1%	3%
A24	A23	-	809	809	5.0	327	1,136	3	0%	1%
A23	A22	809	1,122	1,932	5.0	317	2,248	7	0%	2%
A22	A21	1,932	592	2,523	5.0	401	2,924	9	0%	2%
A21	A13	2,523	268	2,791	5.0	356	3,148	10	1%	3%
A13	A12	6,649	307	6,956	5.0	143	7,099	24	1%	6%
A12	A11	6,956	-	6,956	5.0	189	7,145	24	1%	4%
A11	A10	6,956	33,020	39,976	4.2	109	40,085	117	7%	28%
A18	A19	-	1,731	1,731	5.0	416	2,147	6	0%	1%
A19	A10	1,731	1,022	2,752	5.0	403	3,155	10	0%	2%
A20	A10	-	597	597	5.0	329	927	2	0%	0%
A10	A9	43,326	128	43,454	4.2	258	43,712	127	9%	38%
A9	A8	43,454		43,454	4.2	253	43,707	127	10%	42%
A8	A7	43,454	112	43,566	4.2	446	44,011	127	10%	41%
A7	A6	43,566	11	43,577	4.2	305	43,881	127	7%	31%
A6	A5	43,577	-	43,577	4.2	132	43,709	127	7%	31%
A5	A4	43,577	586	44,163	4.2	400	44,563	129	7%	31%
A4	A3	44,163	1,044	45,207	4.2	460	45,667	132	8%	33%
A3	A2	72,097	246	72,343	4.2	265	72,607	211	11%	46%
A2	B1	72,343	-	72,343	4.2	231	72,574	211	6%	26%
B1	C1	74,246	-	74,246	4.2	229	74,475	217	13%	56%

City of Essex Junction
West Street Pump Station Capacity Analysis

Add Pinecrest Flow from 17-400 of 15,100 gpd

up MH	down MH	Existing Flows Upstream flow (GPD)	Service Flow (GPD)	Total Flow (GPD)	Peaking Factor	i/i (GPD)	Total excluding peaking GPD	Total flow including peaking gpm	% capacity	% capacity with peaking
C9	C8	-	798	798	5.0	441	1,240	3	0%	1%
C11	C10	-	463	463	5.0	135	598	2	0%	1%
C10	C8	463	558	1,022	5.0	369	1,391	4	0%	1%
C8	C7	1,820	581	2,400	5.0	190	2,591	8	1%	3%
C7	C6	2,400	341	2,741	5.0	348	3,089	10	0%	2%
C14	C13	-	435	435	5.0	156	592	- 2	0%	1%
C23	C24	-	475	475	5.0	238	713	2	0%	0%
C24	C13	475	201	675	5.0	238	914	3	0%	0%
C13	C12	1,111	396	1,507	5.0	303	1,811	5	0%	2%
C12	C6	1,507	374	1,881	5.0	273	2,154	7	0%	1%
C6	C5	4,622	380	5,002	5.0	275	5,277	18	1%	5%
C22	C21	-	586	586	5.0	333	919	2	0%	1%
C21	C20	586	441	1,027	5.0	341	1,368	4	0%	1%
C20	C19	1,027	837	1,865	5.0	325	2,190	7	0%	1%
C19	C18	1,865	396	2,261	5.0	327	2,588	8	1%	2%
C18	C17	2,261	558	2,819	5.0	345	3,164	10	1%	3%
C17	C16	2,819	424	3,243	5.0	334	3,577	11	1%	4%
C16	C15	3,243	296	3,539	5.0	331	3,870	13	0%	2%
C15	C5	3,539	1,323	4,862	5.0	321	5,183	17	1%	5%
C5	C4	9,864	553	10,417	4.2	251	10,668	31	2%	10%
C4	C3	10,417	78	10,495	4.2	256	10,751	31	2%	8%
C3	C1	10,495	-	10,495	4.2	91	10,586	31	0%	2%

City of Essex Junction

West Street Pump Station Capacity Analysis

Add Pinecrest Flow from 17-400 of 15,100 gpd

			Existing Flows									
up MH	down MH		Upstream flow (GPD)	Service Flow (GPD)	Total Flow (GPD)	Peaking Factor	i/i (GPD)	Total excluding peaking GPD	Total flow including peaking gpm	% capacity	% capacity with peaking	
C1	PS		84,741	-	84,741	4.2	14	84,755	247	9%	38%	
		Wilson PS	155,891					Susie Wilson PS	525			
	PS		240,632		240,632	3.8	22,093	262,726	764		127%	<---

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MEMORANDUM

To: Planning Commission
From: Christopher Yuen, Community Development Director
Meeting Date: March 31, 2026
Subject: Draft Form-Based Code Proposal

Issue: Detailed review and discussion of the draft Form-Based Code (FBC) proposal.

Discussion:
At the March 5 meeting, the Planning Commission was introduced to the draft Form-Based Code prepared by Framework Cultural Placemaking. The March 31 meeting is intended to provide an opportunity for a more in-depth discussion of the draft.

Representatives from Framework Cultural Placemaking will attend the meeting to walk through the code and respond to questions and feedback from the Commission.

Community Development staff have tested the draft code against a few existing and recent development projects to better understand how the standards would function in practice. Through this initial review, staff has identified six key issues that would benefit from more detailed discussion with the consulting team:

1. Regarding the Street Room Ratio regulation: Should rail right-of-way be counted for the purposes of the street room ratio?
2. Regarding the Street Room Ratio: Is a 1:1 ratio the appropriate limit?
3. Should corner lots be subject to the street room ratio on both frontages?
4. Is the “Residential Adjacency” section appropriate as drafted?
5. Is the proposed list of allowable primary materials (75% of façade) appropriate?
6. How should at-grade parking structures be screened?

These issues are illustrated in the attached slides and are intended to help focus the Commission’s discussion.

In addition to the draft FBC, the Commission may also refer to the March 5, 2026 memo from Framework Cultural Placemaking, which provides an overview of the structure and intent of the code and the intended differences between the VC and TOD district regulations.

Staff recommends that the Commission focus its discussion on these major policy and design questions during the meeting. Individual Commissioners are encouraged to submit comments related to technical details, wording, or minor clarifications to staff outside of the meeting.

Staff will continue working with Framework Cultural Placemaking to refine the code and address technical issues. An updated draft is anticipated in May 2026. At that time, staff plans to engage with local developers for feedback and seek input from the Development Review Board.

Staff anticipates bringing the draft forward for public engagement and initiating the bylaw adoption process in summer 2026.

As with previous rounds of Land Development Code amendments, staff expects to include a set of minor technical updates and clarifications unrelated to the Form-Based Code as part of the same amendment package.

Cost:
N/A

Recommendation:
Staff recommends that the Planning Commission review the attached draft Form-Based Code and focus discussion on the key issues identified above, providing direction to staff and the consulting team for refinement of the next draft.

Attachments:

- Draft Form-Based Code Proposal – Chapter 6 updates
- Discussion Slides

NOTES FOR THE COMMISSION

CHAPTER 6: ZONING DISTRICTS REGULATIONS

This section sets forth regulations regarding the use, density, lot size, lot coverage and setbacks on properties in all Zoning Districts within the City. Where applicable, design review and form-based standards are also included.

Additions in green.

SECTION 600: OFFICIAL ZONING MAP AND GENERAL PROVISIONS

All land in Essex Junction is divided into Districts as shown on the Official Zoning Map filed with the City Clerk, a copy of which is attached to this Code. Said Official Zoning Map shall be the official record of the zoning status of all land areas within the City.

Unchanged.

A. Map Changes

No changes of any nature affecting property shall be made on the Official Zoning Map. It shall be unlawful for any person to alter or change the map upon adoption by the Essex Junction City Council. Any changes or amendments to the Official Zoning Map shall be made by the City Council after Public Hearings pursuant to Title 24, Chapter 117, Section 4404 of Vermont Statutes.

B. Map Interpretation

Staff shall interpret zoning district boundaries as specified below. Appeals to staff decisions may be made to the Development Review Board.

1. District boundaries adjacent to a street, highway, stream or power line shall be construed to follow the centerline.
2. District boundaries adjacent to railroad tracks, or rights of ways shall be construed to follow the centerline.
3. District boundaries, which approximately follow property lines shall be constructed to follow property lines.
4. Where a District splits a parcel or lot, the regulations applying to either portion of the lot may be extended onto the other portion for distance not exceeding fifty (50) feet.
5. The Future Land Use Map as filed with the City Clerk shall be consulted to determine intent in the establishment of any Zoning District boundary.

C. Use of Form-Based Standards

New section explaining the intent of form-based standards and clarifying how they apply. Provides flexibility for ongoing code updates if form-based standards should be integrated in more sections.

1. Purpose

To guide compact, mixed-use, and pedestrian-friendly, transit-oriented development. Unlike conventional zoning which separates land uses, form-based standards use the intended built form and physical characteristics of a place as the organizing framework for development. These standards encourage a compatible mix of uses while establishing clear, objective criteria that shape walkable, transit-supportive neighborhoods and strong placemaking. Criteria clarify how buildings and structures relate to their lots, surrounding development, streets, and other public rights-of-way, including:

- Building placement and orientation
- Building height, massing, and façade articulation
- The relationship between building frontages and the public right-of-way
- Frontage conditions and ground-floor activity
- Location and design of building entrances, access, parking, and service areas
- Landscaping
- Streetscape elements and pedestrian amenities

NOTES FOR THE COMMISSION

2. Applicability

Form-based standards apply only in specific zoning districts and are listed in the applicable zoning district sections of this chapter.

3. Review

Development subject to form-based standards shall follow the applicable review procedures in Section 502.

D. General Standards and Guidelines

1. Setback Requirements on Corner Lots

For the purposes of setback requirements, corner lots in all districts are deemed to have two front yards (one on each street), two side yards, and no rear yards.

Existing corner lot language folded into more general standards applicable to all zones. More standards can be added here to reduce redundancy across sections.

2. Material Guidelines

(a) Use of recycled and/or locally-sourced materials is strongly encouraged

(b) Low-VOC (Volatile Organic Compound) paints, sealants, and stains are strongly encouraged on all surfaces requiring such treatment.

(c) All Buildings shall use glazing with a Visible Light Reflectance (VLR) rating of 15% maximum, applicable to 80% of the glazing per floor.[KM4.1][KM4.2]

(d) Use of reflective wall materials or coverings is prohibited.[KM5.1]

(e) To the extent possible, all roof materials and colors should be selected to maximize the roof's Solar Reflectance Index (SRI).

3. Shared parking and connections between parking lots, in accordance with Section 703.K, are encouraged to provide better access, traffic flow, and ample parking.

NOTES FOR THE COMMISSION

SECTION 604: VILLAGE CENTER (VC)

A. Purpose

To provide a compact community center having a mix of commercial, residential, governmental, cultural, and institutional buildings and uses that are consistent with the purpose of a designated Village Center District, and a neighborhood development area as both are defined by the State of Vermont. The Village Center shall be the core for an ongoing revitalization that will improve the community's vitality and livability and the goal of having a Center that accommodates growth. Due to the historic nature of the residential neighborhoods surrounding the Five Corners area, the design and layout of any new developments or infill projects shall acknowledge the importance of the existing streetscape and enhance the area through an architectural design and site layout that enhances pedestrian connectivity to adjacent properties.

Additions to the purpose statement from the current code are indicated in green.

B. Use of Form-Based Standards

Regulations for the Village Center include form-based standards to guide compact, context-sensitive development that recognizes and enhances the unique historic qualities of the area while supporting increased activity and efficient transit-oriented growth. These standards are intended to create a pedestrian-oriented district with strong relationships between buildings, sidewalks, and streets, by:

1. Enabling infill and redevelopment that protect existing historic resources while introducing new architectural and urban design approaches that increase density, activity, and economic opportunity.
2. Encouraging high-quality, mixed-use development that integrates residential, commercial, and civic uses with active ground floors, public amenities, and open spaces to support daily life, social interaction, and community identity.
3. Supporting daily activities within walking distance of most dwellings and ensuring safe, accessibility mobility for all users through the implementation of Complete Streets principles and inclusive design of all publicly accessible indoor and outdoor spaces.
4. Providing a range of housing types, sizes, arrangements, and price levels to accommodate a diverse range of households, ages, and incomes.
5. Ensuring that buildings and landscaping contribute to the physical definition of streets as civic places through human-scaled elements and details that promote pedestrian interest, comfort, and safety.

New section describing intent of form-based standards specifically for the Village Center.

C. Permitted and Conditional Uses

Permitted and Conditional uses are as indicated on the Use Chart in Section 622 of this Code.

Unchanged.

NOTES FOR THE COMMISSION

Principal Building, Frontage Line, and Accessory Building are defined in the existing LDC Chapter 2.

D. Site and Dimensional Standards

1. Building Placement and Orientation

(a) A Principal Building shall be placed on each lot with its front façade along the Frontage Line. Facades shall be built parallel to a rectilinear Frontage Line, or to the tangent of a curved Frontage Line. For corner lots and through lots, the Frontage Line may be designated along either or both streets.

(b) Each lot shall provide contiguous frontage on each abutting public street, consistent with the frontage standards in the Dimensional Requirements table in Section 604.D.2.

(c) A Principal Building shall have at least one (1) principal entrance facing the Frontage Line. For Principal Buildings located on a corner, the principal entrance may be oriented to the corner. Principal Buildings fronting a plaza or square shall also have a minimum of one principal entrance directly onto the plaza or square.

(d) Where permitted, additional Principal Buildings may be placed at the frontage or behind a Principal Building placed at the frontage. Any Principal Buildings located behind the frontage shall be arranged in cohesive groupings, with their principal entrances oriented to a shared driveway or common courtyard or greenspace.

(e) One or more attached or detached Accessory Building(s) associated with a Principal Building may be built on each Lot to the rear of a Principal Building.

(f) Projections into required building setbacks, including balconies, bay windows, open terraces, attached decks, steps, stoops, windowsills, eaves, chimneys and fire escapes, are allowed up to 24 inches.

2. Dimensional Requirements

Lot area (square feet)	N/A
Density (dwelling units per acre)	N/A
LOT COVERAGE (% OF LOT AREA)	
Overall impervious coverage, including structural footprints	90% max. 100% coverage allowed on lots 6,000 square feet or smaller.
BUILDING HEIGHT	
Building height (stories)	2 stories min. Buildings with a footprint of 3,000 square feet or less are exempt from the minimum height requirement. Maximum height changes by subdistrict, reference Figure 604-A. Height throughout district shall not exceed 10 stories max., including affordable housing bonuses*
SETBACKS	
Front yard (feet)	0’ min. Must comply with Frontage Types (Section 604.E.2)
Side yards (feet, each side)	0’ min, except where the subject parcel is adjacent to a residential zoning district, in which case Section 604.D.3 applies.
Rear yard (feet)	0’ min, except where the subject parcel is adjacent to a residential zoning district, in which case Section 604.D.3 applies.

* in accordance with 24 V.S.A. § 4412, provided that the structure complies with the Vermont Fire and Building Safety Code

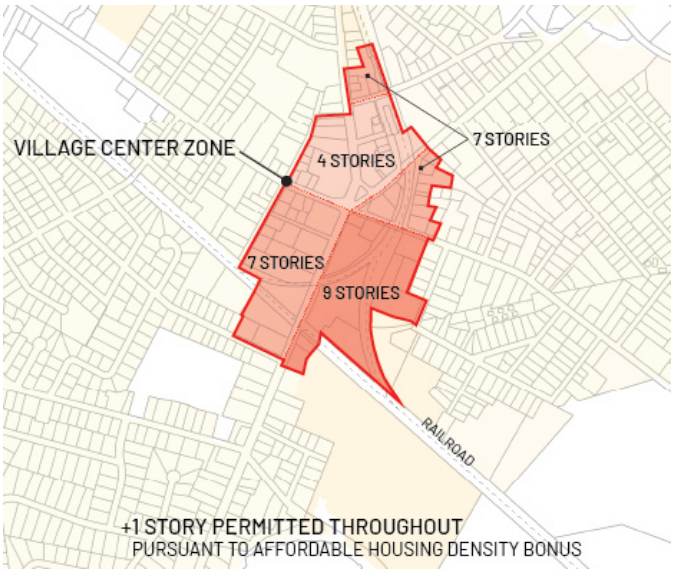


Figure 604-A. Village Center maximum height sub-districts

3. Residential Adjacency

(a) 10-foot minimum side and rear setbacks shall be required where a parcel directly abuts a residential zoning district with a lower maximum building height.

(b) Where the difference in maximum building height between abutting zoning districts is four (4) or more stories, the required setback shall be increased to 30 feet, and a landscaped buffer shall be provided along the shared property line. Buildings may encroach provided the portion of the building within the 30-foot setback does not exceed the maximum building height permitted in the abutting zoning district and a minimum 10-foot setback is maintained along the property line. See Figure 604-B.

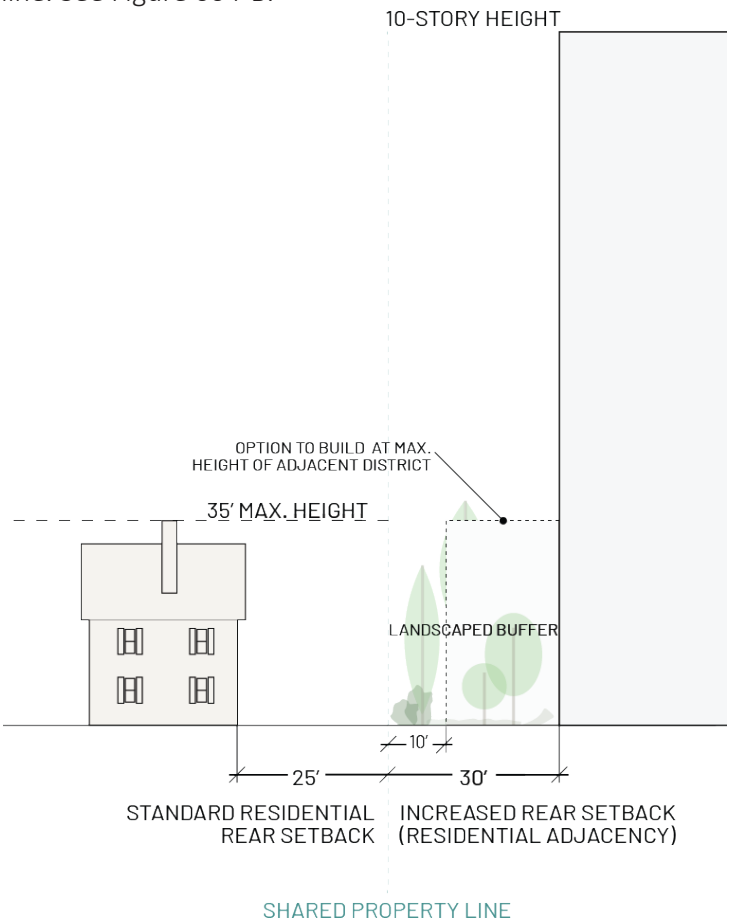


Figure 604-B. Residential Adjacency diagram

NOTES FOR THE COMMISSION

E. Street Room and Frontage Standards

The "street room" is the shared public space formed by building frontages and streetscape elements on both sides of the street. Buildings create the walls of the street room, while features along building frontages and within the public right-of-way help shape its character and support active use. Buildings shall be designed to define and reinforce a comfortable, human-scaled street room through coordinated building height, setbacks, frontage types, and façade articulation. Projects shall comply with building-height-to-street-width ratio standards (Section 604.E.1) and implement an approved frontage type (Section 604.E.2) to establish street-room conditions that support diverse uses and contexts across the Village Center.

More descriptive definition of 'street room' added here.

1. Building Height to Street Width Ratio Standards

A consistent relationship between building height and street width helps create a sense of enclosure that defines the street environment and supports comfort and walkability.

(a) Building height, upper-level stepbacks, and front yard setbacks shall be coordinated to maintain a height-to-width ratio between 1:2 and 1:1 along the Frontage Line. See Figure 604-C. All Buildings must remain within the minimum and maximum setbacks and comply with height requirements (Section 604.D.2).

(b) To determine if a building meets this requirement, use the following formula: **Building Height / (ROW width + Front Yard Setback)**.

Building height is measured from sidewalk grade to the top of vertical wall, excluding parapet. If the resulting number is between 0.5 and 1.0, the building meets the standard (equivalent to 1:2-1:1) and requires no further adjustment.

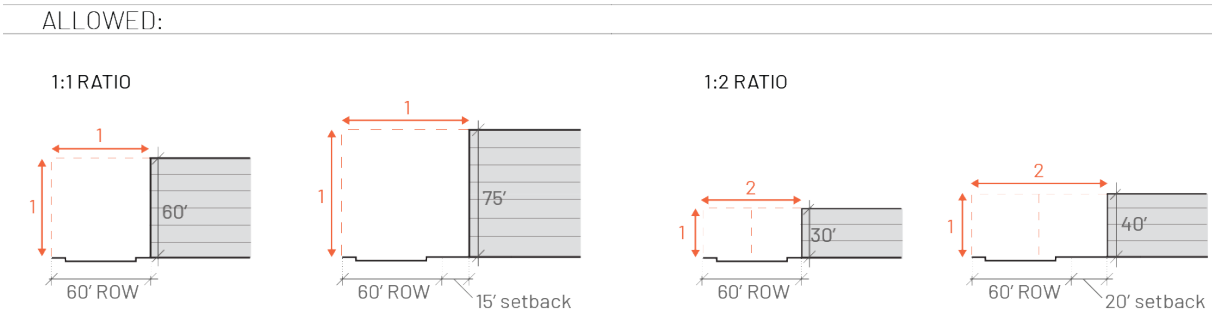


Figure 604-C. Building-height-to-Street-Width Ratio diagrams

(c) If the calculated ratio falls outside the 0.5-1.0 range, at least one of the following adjustments is required:

(i) For ratios greater than 1.0, provide one or more upper-level stepbacks above the ground floor. See Figure 604-D. Stepbacks shall extend along at least 75% of the Principal Façade and must be deep enough to reduce the effective ratio to 1.0 or less, calculated as: **Total Building Height / (ROW Width + Front Setback + Stepback Depth)**.

Stepbacks may occur at one or multiple levels, provided the cumulative effect meets the required stepback depth. No vertical building wall above a stepback shall exceed three (3) stories without an additional stepback. Stepback areas are encouraged to be designed as usable space, such as terraces or green roofs; or

(ii) For ratios less than 0.5, provide a pedestrian-oriented façade along the frontage, which must include:

a. The building's primary entrance oriented to the street;

b. Transparency or display windows covering a minimum of 75% of the ground-floor façade; and

c. Functional weather protection at least five (5) feet deep provided over at least 75% of the ground-floor façade. This could include awnings, canopies, marquees, or other permitted treatments.

This may be applied as the Linear Frontage type (Section 604.E.2(b)(i)); or

(iii) Adjust the front setback within allowed limits and in coordination with an approved Frontage Type (Section 604.E.2) in order to achieve a compliant ratio. A ratio greater than 1.0 would require an increased setback while a ratio less than 0.5 would require a reduced setback.

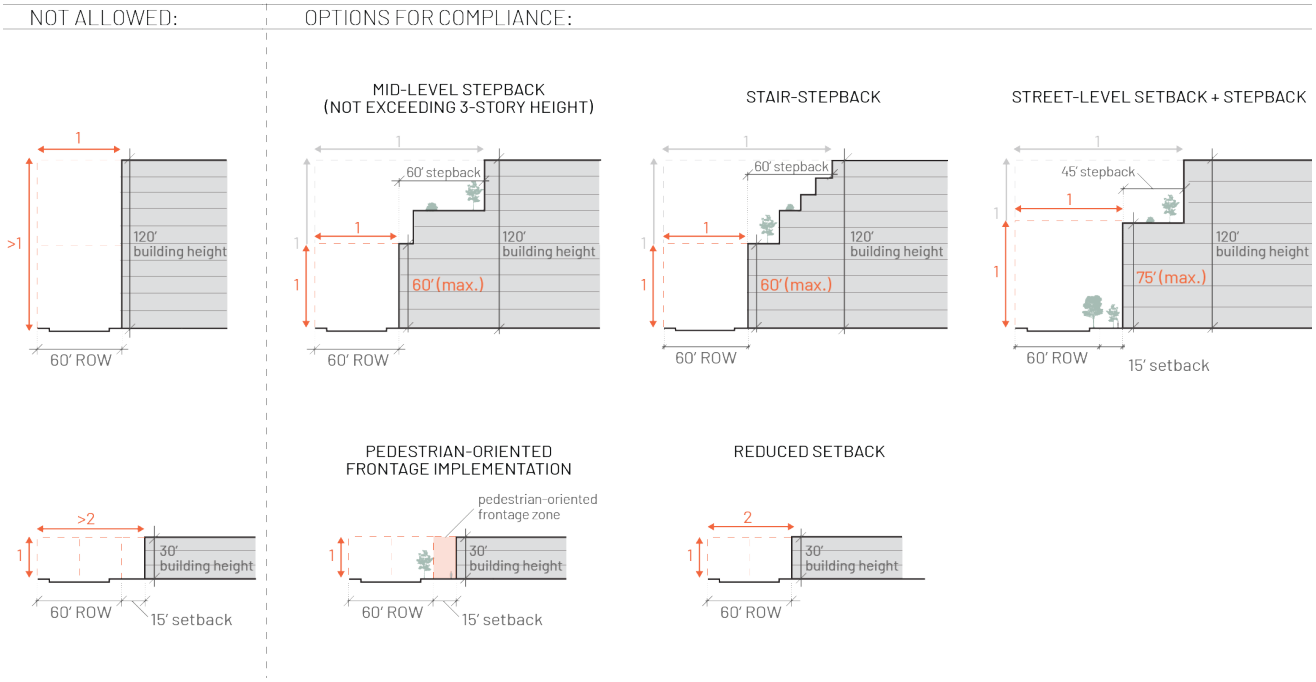


Figure 604-D. Street Room compliance examples

NOTES FOR THE COMMISSION

2. Frontage Types

(a) Each street-facing façade shall implement an approved Frontage Type consistent with the building's intended ground-floor use, adjacent street character, and Street Room standards. Frontage Type shall be coordinated with building-height-to-street-width ratio (Section 604.E.1) to ensure façade features, setbacks, and active uses collectively create a well-proportioned, human-scaled, street environment.

(b) Each development shall designate one of the following Frontage Types per street-facing facade and meet the associated standards. See Figure 604-E.

FRONTAGE TYPE	FRONT SETBACK (FEET)	PURPOSE	INTENDED GROUND-FLOOR USE
Linear	0' min. 10' max.	Creating a continuous, sidewalk-aligned building edge that prioritizes storefront visibility, pedestrian movement, and lingering.	Active commercial uses.
Plaza	10' min. 30' max.	Integrating publicly accessible open space with building frontage to support gathering, seating, and programmed activity.	Commercial or civic uses.
Terrace	8' min. 15' max.	Creating a defined transition space between the building and sidewalk that supports either semi-private residential use or publicly accessible commercial/civic activity while maintaining an active and accessible pedestrian edge.	Any uses. Different application of facade elements and amenities depending on ground-floor use.
Landscape	5' min. 20' max.	Establishing a landscaped buffer between building and street that prioritizes privacy and green space.	Residential or office.
Stoop	5' min. 15' max.	Providing a residential street edge that balances neighborhood activation with privacy through elevated entries and landscaped transitions.	Residential.

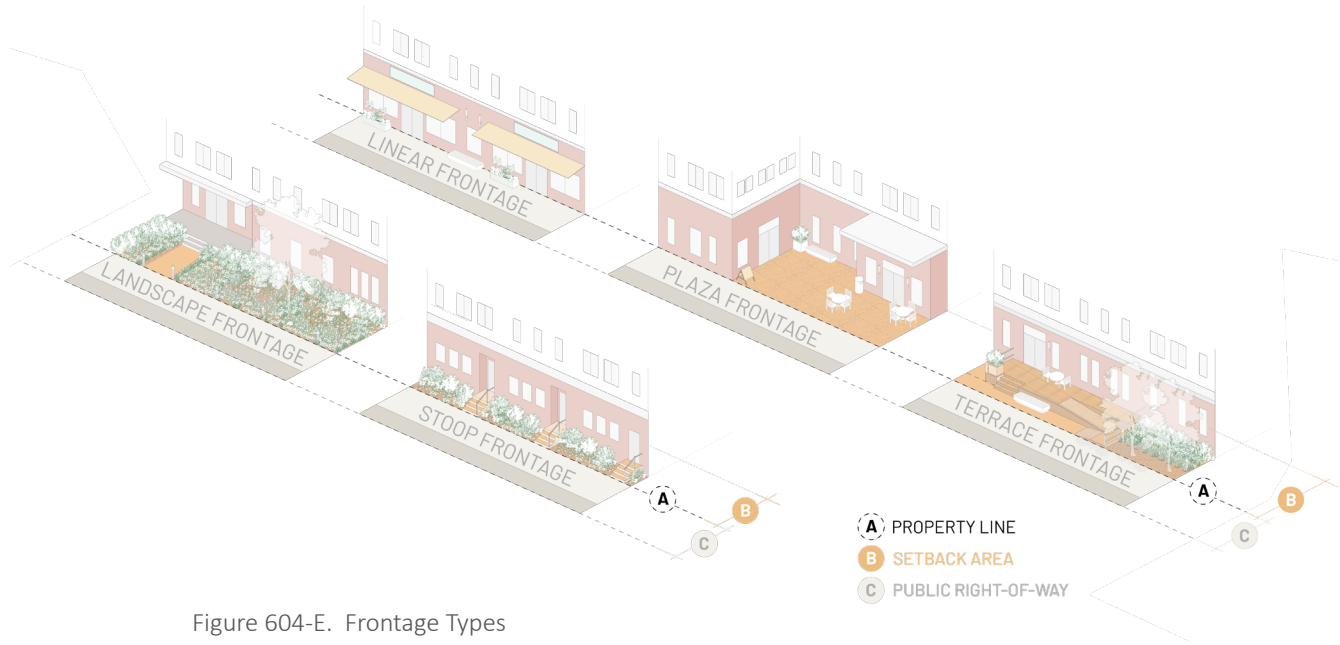


Figure 604-E. Frontage Types

Frontage types are designed to allow flexibility across a range of building types and contexts while reinforcing goals for walkability and lively public realm.

As is, all frontage types are allowed everywhere in the VC zone. Option to limit certain frontage types on certain streets (i.e. no Terraces or Stoops allowed on state routes or at Five Corners).

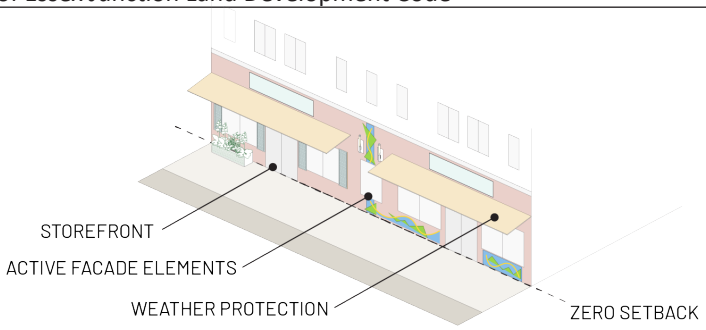


Figure 604-F. Zero Setback Linear Frontage

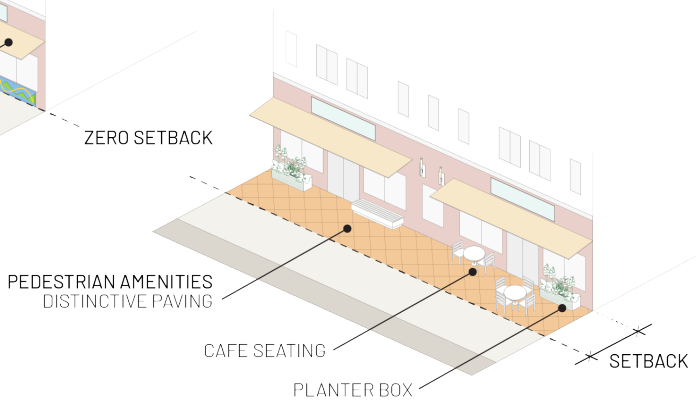


Figure 604-G. Linear Frontage with Setback

(i) Linear

a. Setback

The Linear Frontage shall have zero setback from the street edge (See Figure 604-F). A setback of up to ten (10) feet is permitted if the setback area is designed and functions as an extension of the public right-of-way, as a pedestrian through-zone or seating zone (See Figure 604-G).

b. Access

Primary entrances shall be oriented to the street. At least one (1) commercial storefront shall be provided with a direct tenant entrance from the sidewalk, at grade. Entrances may be recessed up to four (4) feet in depth.

c. Lighting

Pedestrian-scale lighting shall be provided along the building façade and spaced approximately 40 feet apart. At least one (1) lighting fixture is required at each building entry. All lighting shall comply with Section 704.

d. Façade Treatment

At least 75 percent of the façade area between two (2) and ten (10) feet above the finished sidewalk grade shall be treated with active façade components, which may include transparent windows and/or doors, display areas, and artwork.

e. Weather Protection

Functional weather protection shall be provided over at least 75 percent of the ground-floor façade, projecting a minimum of five (5) feet over the sidewalk with a walk-under clearance of at least eight (8) feet above sidewalk grade. This could include awnings, canopies, or other permitted treatments.

f. Amenities

If a setback is provided, the frontage shall incorporate at least two (2) distinct amenities from the following list. Amenities shall not obstruct pedestrian circulation.

1. Moveable furniture – Benches or café seating, accommodating at least two (2) people.
2. Planter boxes – Minimum area of eight (8) square feet and minimum soil depth of 18 inches; may include trees, shrubs, or seasonal plants.

3. Distinctive paving pattern – Of contrasting color, material, or texture covering at least 50 percent of the frontage zone.
4. Public Art – Sculptures, wall or ground murals, or other permanent installations at least three (3) feet in height or covering at least ten (10) square feet of surface area.
5. Planted buffer – Continuous planting along at least 50 percent of the frontage with a minimum width of two (2) feet; may be in-ground or boxed/elevated.

g. The Linear Frontage may not be implemented with ground-floor residential uses.

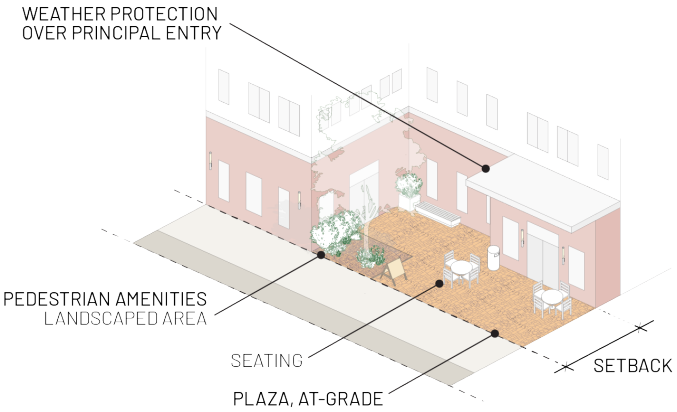


Figure 604-H. Plaza Frontage

(ii) Plaza

a. Setback

The Plaza Frontage includes a pedestrian-oriented plaza between the building and street edge. The plaza shall be at sidewalk grade and located within a ten (10) to 30-foot front setback. The plaza should extend along a minimum of 30 feet of frontage and provide at least 1,500 square feet of public plaza space. Building frontage not part of the plaza may extend up to zero-foot setback at the property line.

b. Access

Primary entrances shall be oriented to the plaza. Entrances may be at grade or elevated as required to accommodate site slope.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths and plaza edges and should be integrated with landscape, seating, or plaza features where possible. In addition, at least one (1) lighting fixture is required at each building entry.

d. Façade Treatment

At least 40 percent of the facade between two (2) and ten (10) feet above the finished sidewalk grade shall be glazed with transparent windows and/or doors.

e. Weather Protection

Weather protection with a minimum depth of five (5) feet is required over each primary entry.

f. Amenities

At least three (3) linear feet of seating area (bench, ledge, etc) or one (1) individual seat is required per 60 square feet of plaza area. Seating may include a combination of fixed and moveable furniture and/or may be integrated with other plaza features such as planting beds. In addition, a plaza must incorporate at least one (1) of the following amenities:

1. A continuous landscaped area of at least 20 square feet.
2. One (1) planter box per 100 square feet of plaza area. Each planter box should have a minimum area of eight (8) square feet and a minimum soil depth of 18 inches and may include trees, shrubs, or seasonal plants.
3. A public art feature with a minimum of six (6) feet in height or 20 square feet in area.
4. A water feature with a minimum of 20 square feet in area.

g. The Plaza Frontage may not be implemented with ground-floor residential uses except lobbies or entrances for upper-level units.

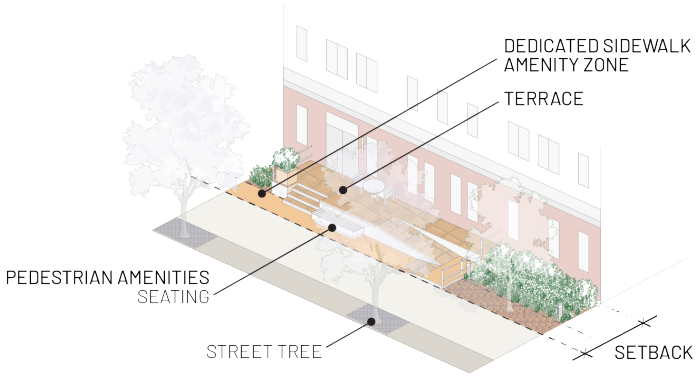


Figure 604-I. Terrace Frontage

(iii) Terrace

a. Setback

The Terrace Frontage shall be located within a front setback of eight (8) to 15 feet. A minimum of four (4) feet of this setback shall remain at sidewalk grade, extending along the street-facing façade and maintaining direct connection to the right-of-way. The remaining setback area shall be occupied by an elevated terrace raised at least one (1) foot or two (2) steps above sidewalk grade, or as required to accommodate site slope. A terrace may be fully open-air, or it may function as a recessed arcade with a partial building overhang above.

b. Access

The terrace shall serve as primary access to the building, directly accessible from the sidewalk, and not enclosed by fencing or barriers over 42” in height. Access stairs or ramps serving a terrace may encroach into the required four (4) foot at-grade area, provided that pedestrian connectivity is maintained.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths and terrace edges. Additional decorative lighting such as canopies or string lights is encouraged for terraces intended for public use.

The Terrace option allows a slight elevation change to support more private, residential, or flexible uses while maintaining activation of the street-facing right-of-way. It can also be used to improve accessibility and expand design options for development on sloped sites.

d. Façade Treatment

At least 30 percent of the facade between two (2) and ten (10) feet above the terrace or primary entry level shall be glazed with transparent windows and/or doors.

e. Amenities

The at-grade portion of the setback shall function to support pedestrian activity as an extension of the public right-of-way and shall incorporate at least one (1) of the following amenities:

1. Fixed or moveable seating
2. Planter boxes
3. Street trees
4. Public art

f. Terraces may function as public or semi-public spaces and may serve commercial, retail, civic, or residential uses. Public terraces are encouraged to incorporate additional amenities such as cafe seating, shade structures, and planter boxes.

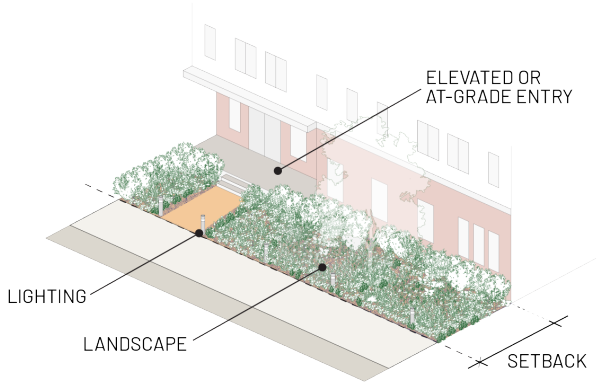


Figure 604-J. Landscape Frontage

(iv) Landscape

a. Setback

The Landscape Frontage shall be located within a front setback of ten (10) to 30 feet.

b. Access

Primary entrances shall be oriented to the street. Entrances may be at grade or elevated as required to accommodate site slope.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths. Integration of lighting with landscape features is encouraged.

d. Façade Treatment

At least 30 percent of the facade between two (2) and ten (10) feet above the finished ground-floor elevation shall be glazed with transparent windows and/or doors.

e. Landscape

At least 50 percent of the frontage area shall be landscaped with at least one (1) tree per 600 square feet of setback area.

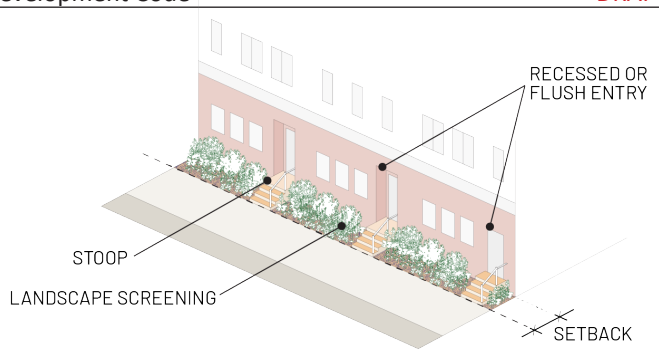


Figure 604-K. Stoop Frontage

(v) Stoop

a. Setback

The Stoop Frontage shall be located within a front setback of five (5) to 15 feet.

b. Access

Primary entrances shall be oriented to the street and accessed from a stoop. Stoops may be projecting or recessed and shall not exceed eight (8) feet in width or depth. Stoops shall be elevated a minimum of two (2) feet or four (4) steps above sidewalk grade. Access stairs or ramps may encroach into the setback and may be street-facing or side-loaded.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths.

d. Façade Treatment

At least 30 percent of the facade between two (2) and ten (10) feet above the finished ground-floor elevation shall be glazed with transparent windows and/or doors.

e. Landscape

At least 20 percent of the setback area shall be provided as landscaped screening consisting of in-ground planting beds with a minimum width of three (3) feet. In addition, at least one (1) tree shall be provided per 30 linear feet of façade. Required trees may be provided within the public right-of-way as street trees, subject to approval.

F. Façade Composition and Material Standards

The standards in this section regulate façade composition, articulation, and architectural materials. These standards apply in addition to Street Room and Frontage Type requirements in Section 604.E.

1. Materials

(a) Primary materials shall be used on at least 75% of each Principal Façade. Primary materials permitted in the Village Center include **wood or high-quality fiber cement siding, brick, natural stone, and stucco**.

(b) Secondary materials may be used for trim, accent areas, upper-story stepbacks, and/or architectural details.

(c) Material changes shall occur at logical building transitions such as corners, horizontal expression bands, or other articulation lines implemented under Section 604.F.2.

2. Articulation

(a) Building facades exceeding **60 feet in length** along a Frontage Line shall incorporate vertical articulation to establish a rhythm that reflects the historic lot patterns and traditional storefront widths. Vertical articulation shall occur at intervals not exceeding **30 feet**. See Figure 604-L. Vertical articulation shall include at least one of the following:

(i) A change in façade plane of at least two (2) feet in depth;

(ii) A change in material extending the full height of the articulated bay;

(iii) A recessed or projecting entry element;

(iv) A change in fenestration pattern.

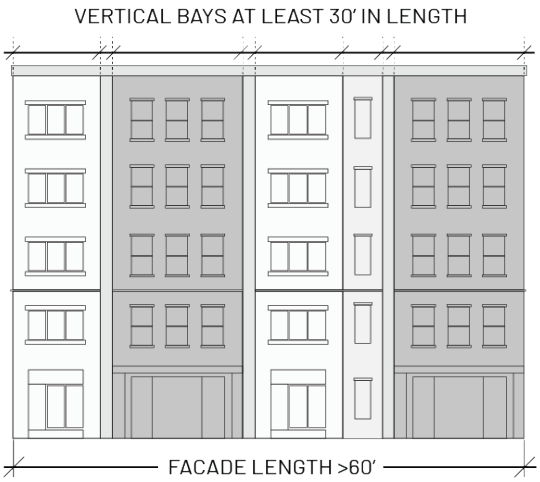


Figure 604-L. Vertical Articulation

(b) The building base shall be visually differentiated from upper stories. The base may include the first one (1) or two (2) stories. Horizontal differentiation may be made using one of the following methods. See Figure 604-M.

(i) A change in material;

(ii) A change in window size or pattern;

(iii) A horizontal expression band;

(iv) Architectural elements such as columns, pilasters, or an arcade.

(c) Blank wall segments exceeding 20 feet in length are prohibited along Frontage Lines.

Figure 604-M. Building Base Articulation

NOTES FOR THE COMMISSION

3. Upper-Story and Roof Treatment

(a) Upper-story windows shall be vertically proportioned, meaning they should be taller than they are wide. Windows may be grouped horizontally if individual openings are visually separated by a mullion, column, pier or wall section.

(b) Upper-story windows shall comprise **at least 20 percent of façade area**, measured from the top of the second-level finished floor to the top of the roof structure. Windows shall be distributed or grouped to create a consistent rhythm across the façade. See Figure 604-N.

(c) Roofs can be flat with articulated parapets or overhanging eaves, or pitched between 3:12 and 12:12. Pitched roof slopes shall be appropriate to local climatic conditions and roofing materials. Eaves shall overhang at least six (6) inches where provided.

Standard upper-story transparency regulation.

Window proportion and roof pitch added in Village Center to match historic character.

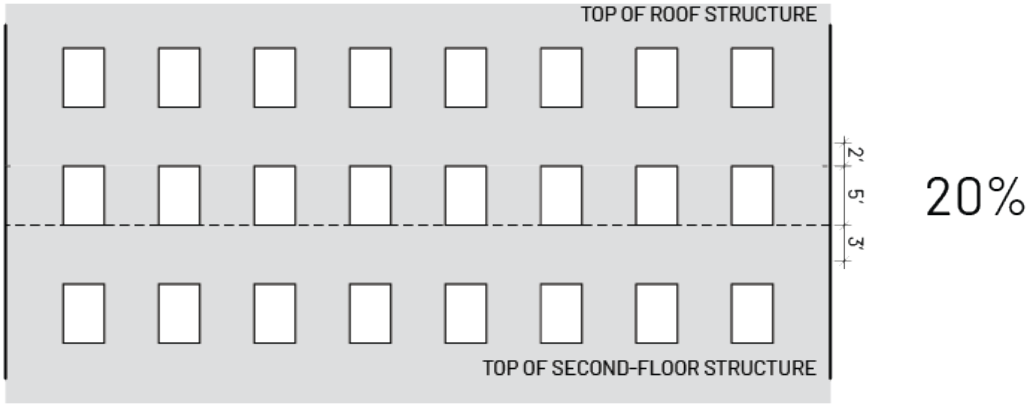


Figure 604-N. Upper-story facade transparency

4. Mechanical and Service Elements

(a) Unfinished foundation walls on a Principal Building shall be exposed no more than 48 inches above the finished grade. Surface-applied waterproofing on any foundation wall shall not be visible.

(b) Security shutters, where provided, shall be designed to be integrated with the façade composition and hidden from view when fully opened.

(c) Where placed on a façade, gutters, downspouts, and projecting drainpipes shall be arranged as an integral part of the Façade composition and shall generally be placed at the corners of the building least visible from frontages. Gutters are required where eaves extend over pedestrian walkways.

(d) The following items are not permitted to project from a façade: air conditioner and HVAC equipment; utility boxes or gas meters; chimneys, vents, piping, ducts, and conduits external to the building; wind generation; and antennas, satellite dishes, and other telecommunications equipment

(i) Exception: Small exterior vents (less than 10-in x 10-in) associated with small scale heating/cooling equipment or residential appliances shall be permitted on a façade only if residential occupancy occurs along that façade. Every effort should be made to minimize and consolidate the number of these vents. They shall be located, organized, screened, and detailed to fit within the overall design of the façade.

Standard regulations supporting visual continuity across both zones.

NOTES FOR THE COMMISSION

(e) Roof penetrations, other than chimneys, shall be placed to minimize their visibility from the Frontage Line. Any rooftop mechanical and telecommunication equipment shall be fully screened on all sides so as not to be directly visible from the street or a civic space. Such screening shall be incorporated in a manner consistent with the overall architectural design of the building and may consist of parapets, cornices, penthouse screens, or other similar methods.

(f) Storage areas, service areas, trash receptacles, accessory structures, and parking areas shall be screened from view from the street and adjoining properties, per Section 708.

G. Parking

Standard parking regulations across both zones to build a more pedestrian-focused streetscape.

1. No minimum parking requirements are established in the Village Center. The Development Review Board may require parking as part of any Site Plan approval and shall use the parking standards established in Section 703 as a guide to determine reasonable parking.
2. At-grade, below grade, and above grade parking is allowed, subject to the following:
   (a) At-grade structured parking is permitted only when located within the interior of the building and screened along all ground-floor street frontages by a liner building. Use of ground-floor frontages by pedestrian-oriented businesses is encouraged. See Figure 604-O.
   (b) Surface parking is permitted only at the rear of the lot, behind a Principal Building and a minimum of 30 feet from the edge of the public right-of-way. Landscaping, screening, and lighting requirements apply as specified in Chapter 7.
   (c) At the discretion of the City Council, parking lots constructed as part of a development project may be accepted by the City as municipal public parking.
   (d) Shared parking and connections between adjacent parking areas are encouraged to improve access, traffic flow, and overall parking efficiency.
3. Each property is permitted one (1) curb cut in accordance with Section 705. The Development Review Board may approve an additional curb cut upon finding that it is necessary to provide adequate site access. Curb cuts on major arterial streets shall be minimized. Shared curb cuts and joint access are strongly encouraged.

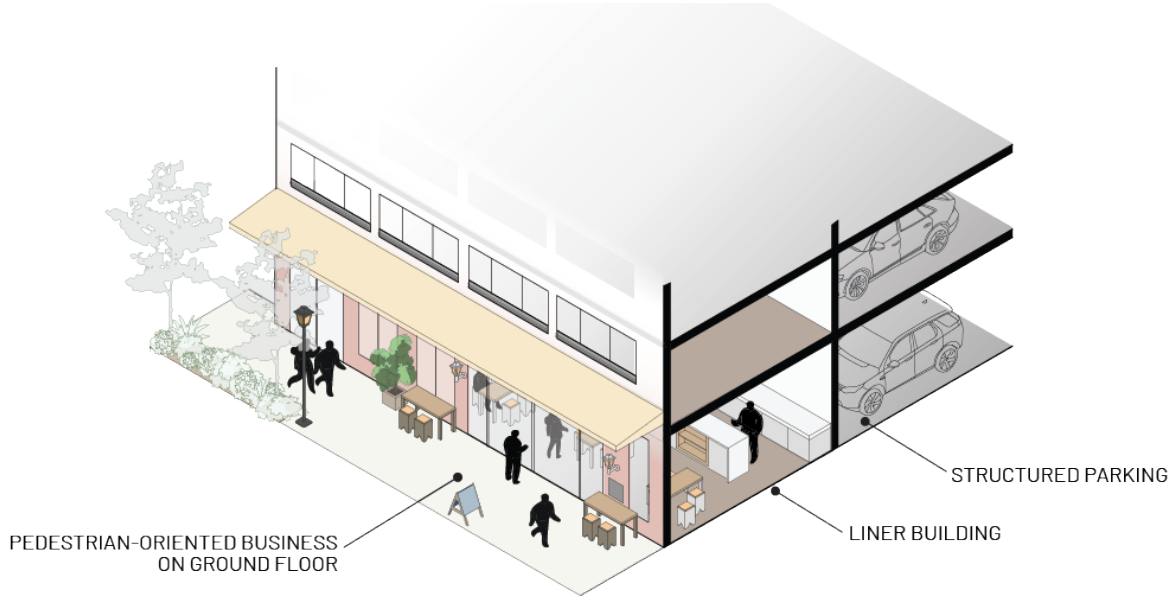


Figure 604-O. Screening Structured Parking

NOTES FOR THE COMMISSION

H. Landscaping

1. Landscaping standards are intended to reinforce the existing character of the Village Center while promoting environmental performance and long-term site quality. Standards emphasize tree retention, canopy expansion, integration of green stormwater infrastructure, and plant species that are resilient, easy to maintain, and provide visual interest across all seasons.

2. Landscape Performance Score Requirement

   (a) The Landscape Performance Score is a weighted system that assigns point values to specific landscape components based on their environmental benefit, contribution to tree canopy, and enhancement of site quality.

   (b) All development subject to this Section shall achieve a minimum Landscape Performance Score of 30, calculated in accordance with the Table in Section 604.H.2(c). Only permanently installed and maintained landscape components may be counted toward the required score.

   (c) Where site size, configuration, or unique constraints limit an applicant's ability to meet Landscape Performance Score requirements, the City may approve alternative strategies that maintain the intent of supporting streetscape quality.

   (d) Landscape Performance Scoring Table. Applicants should fill out the Component Amount column below then multiply by the provided Performance Factors for corresponding Component Scores.

Flexibility provided for small sites.

LANDSCAPE PERFORMANCE TABLE

SITE LANDSCAPE COMPONENTS		COMPONENT AMOUNT *Area (square feet) or Number of plants/trees*	PERFORMANCE FACTOR *Based on contribution to environment, neighborhood, and site quality*	COMPONENT SCORE *Component Amount x Performance Factor*
Planted Areas	Planted areas with soil depth less than 24"	*Area*	10	
	Planted areas with soil depth of 24" or greater	*Area*	60	
	Bioretention faciltiies	*Area*	100	
Small Plants, Shrubs, and Perennials	Mulch, ground cover, and other plants less than 2' tall at maturity	*Area*	10	
	Medium shrubs or perennials 2-4' tall at maturity	*Number of plants*	270	
	Large shrubs or perennials 4' tall or greater at maturity	*Number of plants*	1,080	

Standard landscaping requirements across both zones. The Scoring Table is inherently flexible while establishing continuity with tree canopy and native plants.

SITE LANDSCAPE COMPONENTS		COMPONENT AMOUNT	PERFORMANCE FACTOR	COMPONENT SCORE
Trees	Trees with crown spread of 8-15' at maturity	*Number of trees*	2,250	
	Trees with crown spread of 16-20' at maturity	*Number of trees*	7,500	
	Trees with crown spread of 21-25' at maturity	*Number of trees*	17,500	
	Trees with crown spread of 26' or more at maturity	*Number of trees*	31,500	
	Preservation of existing trees with a minimum trunk diameter of 6" measured at 4' above the ground	*Number of trees*	24,000	
Green Roofs	Green roofs with less than 4" of growth medium.	*Area*	20	
	Green roofs with 4-8" of growth medium	*Area*	30	
	Green roofs with 8" or more of growth medium.	*Area*	40	
Permeable Paving	Permeable pavers over soil or gravel with a depth of less than 24"	*Area*	20	
	Permeable pavers over soil or gravel with a depth of 24" or greater	*Area*	40	
Bonuses	Landscaped area with at least 70% native plant coverage	*Area*	40	
	Vegetation planted along the street frontage*	*Area*	20	
	Structural soil systems	*Area*	50	
	Landscaped areas where at least 50% of annual irrigation needs are met through use of collected rainwater or graywater	*Area*	20	
			SCORE NUMERATOR *Add all component scores*	
			SCORE DENOMINATOR *Parcel Area (square feet)*	
			LANDSCAPE PERFORMANCE SCORE *Numerator / Denominator*	

*Vegetation planted along the street frontage may include planted areas within the building's front setback, along the building facade, and/or within the right-of-way planting strip, in compliance with Public Works standards.

NOTES FOR THE COMMISSION

There are many existing resources for landscape design and plant selection in Vermont, which can be linked on the website and/or aggregated into a simplified guide for Essex Junction:

- Burlington VT Public Works Stormwater-Friendly Driveways- permeable pavers factsheet
- Native Perennials and Shrubs for VT Gardens- from the Nature Conservancy Vermont Chapter
- Native Plant Finder- location-based database
- Native Plant List for New Hampshire, Maine, and Vermont- with plant heights, sun exposure, soil moisture, and drought tolerance.
- Rain Garden Manual for Vermont and the Lake Champlain Basin- detailed design guidance for bioretention facilities in VT.
- Vermont Department of Environmental Conservation Permeable Pavers Fact Sheet
- Vermont Rain Garden Plant List- including ferns, grasses, perennials, shrubs, and trees.
- Vermont Tree Selection Guide - including mature height, crown spread, soil volume, and tolerances
- Vermont Green Streets Guide- design and management considerations for residential, commercial, mid-block, and parking lot planting beds
- University of Vermont Extension Gardening Resources

I. Demolition within the Village Center

The demolition of historic structures in the Village Center, including those not formally listed on state or national registers, is discouraged. This section establishes a procedure for reviewing demolition applications for buildings in the Village Center that are designated or potentially eligible for designation based on age, integrity, and/or historic, cultural, or architectural significance. The Development Review Board may require professional assistance in evaluating an application for demolition at the applicants' expense to determine compliance with the standards of this section.

1. Application for Demolition

(a) A report from a licensed engineer qualified to assess the structural integrity of historic buildings is required. The report shall address the ability for rehabilitation and reuse of the existing building as it pertains to the building's structural integrity and cost of rehabilitation.

(b) A report from a qualified professional (planner, economist, business consultant) on the economic feasibility to rehabilitate and/or operate the historic building or site while preserving its historic qualities. The report, at the request of the Development Review Board, may require the report to assess options for sensitive building expansions as it pertains to the economic viability of the building.

(c) A statement from the applicant regarding compliance with the standards for demolition of a historic structure.

(d) Any building in non-compliance with the design requirements for historic structures as a result of a fire, flood or similar unforeseen event shall apply within six months of the date of the event for an application to demolish the building or approval of a plan for restoration. All of the standards in this section shall be fully considered including economic hardship, structural integrity and community benefit.

2. Demolition Review Standards:

(a) Economic Hardship. The continued operation of the historic structure is financially infeasible based on existing and potential land uses and any costs of rehabilitation. All options for adaptive reuse, resale, or relocation shall be considered and addressed in the application.

(b) Structural Integrity. The structure is beyond repair or the cost of repairing and operating the building is not financially feasible or reasonable; or

(c) Community Benefit. The redevelopment plan for the site has significant state, regional or community benefits in terms of urban design, ecology, and cultural or economic benefits. The redevelopment proposal shall consider and address impacts on adjacent historic properties and the entire district. The potential of incorporating historic structures into redevelopment plans shall be considered and is encouraged.

3. Approval for Demolition.

Historic buildings that are approved for demolition require the applicant to comply with the following:

(a) Any approval for the demolition of a historic structure shall require the applicant to document the building in accordance with the Historic American Building Survey (HABS).

(b) Assurance from the applicant that the redevelopment plan as approved will be implemented if the historic structure demolition is approved based on the community benefit of the redevelopment plan. In addition, structures approved for demolition based on the community benefit shall not be demolished until construction of the entire project has received all financial resources and regulatory permits. The Development Review Board may require a bond or letter of credit as a condition of approval for the demolition of a historic structure.

(c) The time between demolition and the commencement of construction shall not exceed 3 months unless an alternative timeline is specifically approved as part of the demolition approval from the Development Review Board.

NOTES FOR THE COMMISSION

This section was relocated from existing Section 620 Historic Preservation Overlay in order to focus Preservation Review via Section 620 on designated landmarks while continuing to support protection of historic resources more broadly in the Village Center.

NOTES FOR THE COMMISSION

SECTION 604: TRANSIT-ORIENTED DEVELOPMENT (TOD)

A. Purpose

To encourage development that supports a variety of transportation options including public transit (bus and rail), walking, biking, and car travel. The TOD District is currently served by public bus service and is adjacent to an active rail corridor that may accommodate future light rail service as well as planned bike facilities. Given these connections, the TOD District is an ideal location to support compact urban growth and increased mobility options. Development including dense housing within the district should embody the principles of transit-oriented design through high-density residential and mixed-use buildings with first-floor retail, wide sidewalks, on-street parking, public or shared parking facilities, open spaces, and pedestrian amenities that enhance safety and comfort for all users.

Edited/adapted from language in existing Section 604.A Purpose.

B. Use of Form-Based Standards

Regulations for the TOD District include form-based standards to guide compact, mixed-use development that supports a range of transportation options, including public transit, walking, biking, and car travel. These standards are intended to create a pedestrian-oriented, transit-supportive district characterized by active ground floors, high-density residential uses, interconnected streets, and high-quality public spaces, by:

1. Creating an environment that encourages use of public transit, walking, and biking by concentrating density and activity around transit stops and key pedestrian corridors.
2. Enabling infill and redevelopment that integrates commercial, institutional, and residential uses with plazas and open spaces in a form to support daily needs and universal accessibility.
3. Encouraging development that reflects and enhances existing character while promoting contemporary, creative architecture and urban design solutions, durable materials, and high-quality construction.
4. Providing high-density residential development that increases housing options, supports transit ridership, and contributes to active economic and civic realms.
5. Ensuring that buildings and landscaping contribute to a comfortable and attractive public realm and the physical definition of streets as civic places through accessible, pedestrian-oriented design features such as active ground floors, wide sidewalks, street trees, lighting, and furnishings.
6. Providing interconnected streets, on-street parking, and shared parking facilities that accommodate vehicles without detracting from the pedestrian environment.
7. Encouraging the use of Tax Increment Financing (TIF) and similar tools to support public improvements in the district.

C. Permitted and Conditional Uses

Permitted and Conditional uses are as indicated on the Use Chart in Section 622 of this Code.

NOTES FOR THE COMMISSION

D. Site and Dimensional Standards

1. Building Placement and Orientation

(a) A Principal Building shall be placed on each lot with its front façade along the Frontage Line. Facades shall be built parallel to a rectilinear Frontage Line, or to the tangent of a curved Frontage Line. For corner lots and through lots, the Frontage Line may be designated along either or both streets.

(b) Each lot shall provide contiguous frontage on each abutting public street, consistent with the frontage standards in the Dimensional Requirements table in Section 608.D.2.

(c) A Principal Building shall have at least one (1) principal entrance facing the Frontage Line. For Principal Buildings located on a corner, the principal entrance may be oriented to the corner. Principal Buildings fronting a plaza or square shall also have a minimum of one principal entrance directly onto the plaza or square.

(d) Where permitted, additional Principal Buildings may be placed at the frontage or behind a Principal Building placed at the frontage. Any Principal Buildings located behind the frontage shall be arranged in cohesive groupings, with their principal entrances oriented to a shared driveway or common courtyard or greenspace.

(e) One or more attached or detached Accessory Building(s) associated with a Principal Building may be built on each Lot to the rear of a Principal Building.

(f) Projections into required building setbacks, including balconies, bay windows, open terraces, attached decks, steps, stoops, windowsills, eaves, chimneys and fire escapes, are allowed up to 24 inches.

2. Dimensional Requirements

Lot area (square feet)	N/A
Density (dwelling units per acre)	N/A
Street frontage width (feet)	10’ min. 120 max.
LOT COVERAGE (% OF LOT AREA)	
Overall impervious coverage, including structural footprints	90% max.
BUILDING HEIGHT	
Building height (stories)	2 stories min. Buildings with a footprint of 3,000 square feet or less are exempt from the minimum height requirement. 9 stories max.
Building height for any affordable housing development*	10 stories max.
SETBACKS	
Front yard (feet)	0’ min. Must comply with Frontage Types (Section 608.E.2)
Side yards (feet, each side)	0’ min, except where the subject parcel is adjacent to a residential zoning district, in which case Section 608.D.3 applies.
Rear yard (feet)	0’ min, except where the subject parcel is adjacent to a residential zoning district, in which case Section 608.D.3 applies.

* in accordance with 24 V.S.A. § 4412, provided that the structure complies with the Vermont Fire and Building Safety Code

Dimensional standards are the same as in Village Center zone with addition of Street Frontage Width, which intends to limit long, unbroken facades on large Pearl St parcels.

3. Residential Adjacency

(a) 10-foot minimum side and rear setbacks shall be required where a parcel directly abuts a residential zoning district with a lower maximum building height.

(b) Where the difference in maximum building height between abutting zoning districts is four (4) or more stories, the required setback shall be increased to 30 feet, and a landscaped buffer shall be provided along the shared property line. Buildings may encroach provided the portion of the building within the 30-foot setback does not exceed the maximum building height permitted in the abutting zoning district and a minimum 10-foot setback is maintained along the property line. See Figure 608-A.

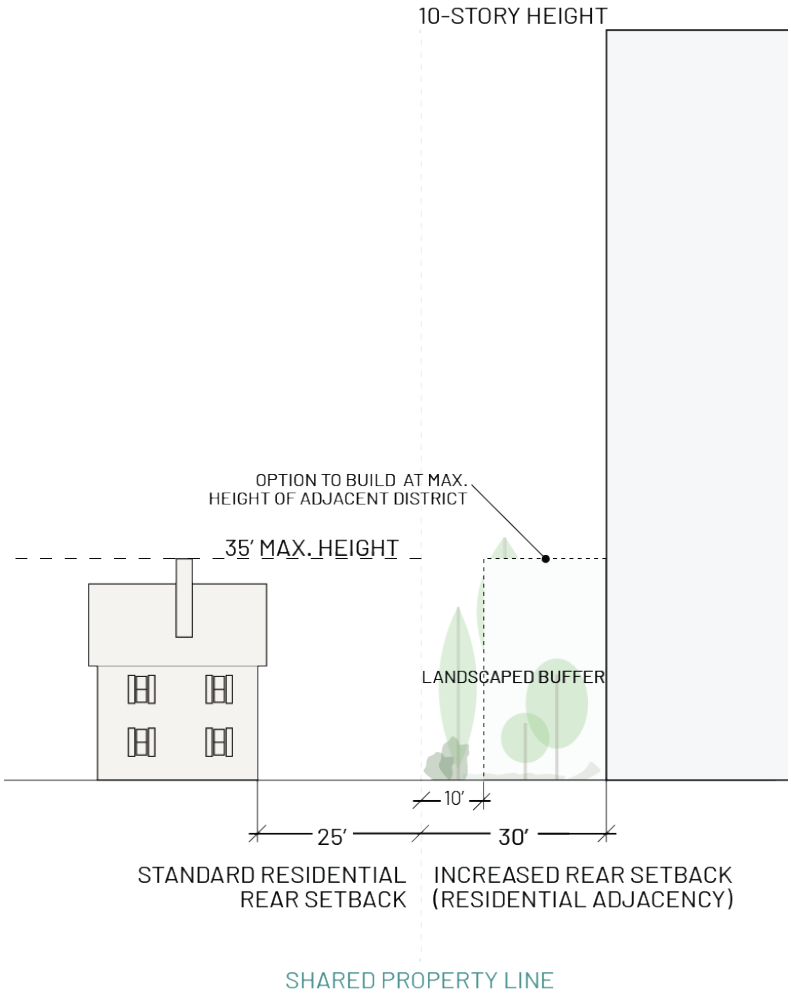


Figure 608-A. Residential Adjacency diagram

NOTES FOR THE COMMISSION

E. Street Room and Frontage Standards

The "street room" is the shared public space formed by building frontages and streetscape elements on both sides of the street. Buildings create the walls of the street room, while features along building frontages and within the public right-of-way help shape its character and support active use. Buildings shall be designed to define and reinforce a comfortable, human-scaled street room through coordinated building height, setbacks, frontage types, and façade articulation. Projects shall comply with building-height-to-street-width ratio standards (Section 608.E.1) and implement an approved frontage type (Section 608.E.2) to establish street-room conditions that support diverse uses and contexts across the Village Center.

1. Building Height to Street Width Ratio Standards

A consistent relationship between building height and street width helps create a sense of enclosure that defines the street environment and supports comfort and walkability.

(a) Building height, upper-level stepbacks, and front yard setbacks shall be coordinated to maintain a height-to-width ratio between 1:2 and 1:1 along the Frontage Line. See Figure 608-B. All Buildings must remain within the minimum and maximum setbacks and comply with height requirements (Section 608.D.2).

(b) To determine if a building meets this requirement, use the following formula: Building Height / (ROW width + Front Yard Setback). Building height is measured from sidewalk grade to the top of vertical wall, excluding parapet. If the resulting number is between 0.5 and 1.0, the building meets the standard (equivalent to 1:2-1:1) and requires no further adjustment.

Ratio requirements are consistent with those in the Village Center. Because the ratio responds to street width and urban scale, the same standard will likely result in different building forms depending on the existing/established street character and development context.

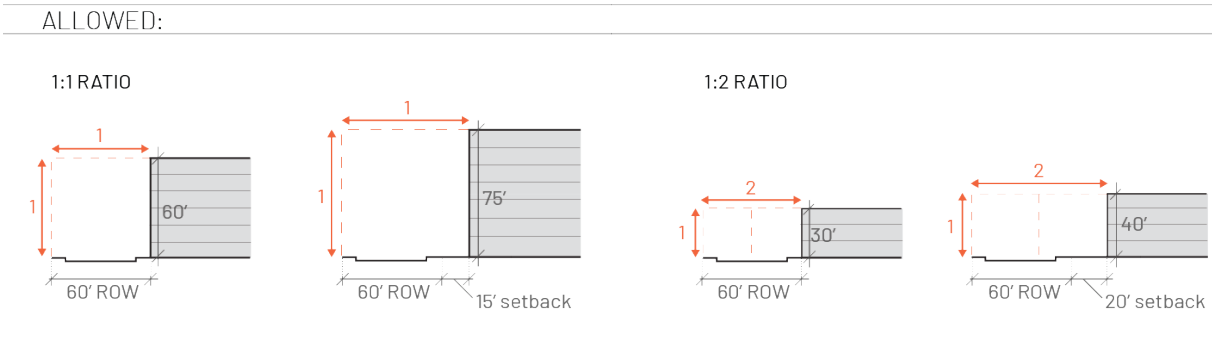


Figure 608-B. Building-height-to-Street-Width Ratio diagrams

(c) If the calculated ratio falls outside the 0.5-1.0 range, at least one of the following adjustments is required:

(i) For ratios greater than 1.0, provide one or more upper-level stepbacks above the ground floor. See Figure 608-C. Stepbacks shall extend along at least 75% of the Principal Façade and must be deep enough to reduce the effective ratio to 1.0 or less, calculated as: Total Building Height / (ROW Width + Front Setback + Stepback Depth). Stepbacks may occur at one or multiple levels, provided the cumulative effect meets the required stepback depth. No vertical building wall above a stepback shall exceed three (3) stories without an additional stepback. Stepback areas are encouraged to be designed as usable space, such as terraces or green roofs; or

(ii) For ratios less than 0.5, provide a pedestrian-oriented façade along the frontage, which must include:

a. The building's primary entrance oriented to the street;

b. Transparency or display windows covering a minimum of 75% of the ground-floor façade; and

c. Functional weather protection at least five (5) feet deep provided over at least 75% of the ground-floor façade. This could include awnings, canopies, marquees, or other permitted treatments.

This may be applied as the Linear Frontage type (Section 608.E.2(b)(i)); or

(iii) Adjust the front setback within allowed limits and in coordination with an approved Frontage Type (Section 608.E.2) in order to achieve a compliant ratio. A ratio greater than 1.0 would require an increased setback while a ratio less than 0.5 would require a reduced setback.

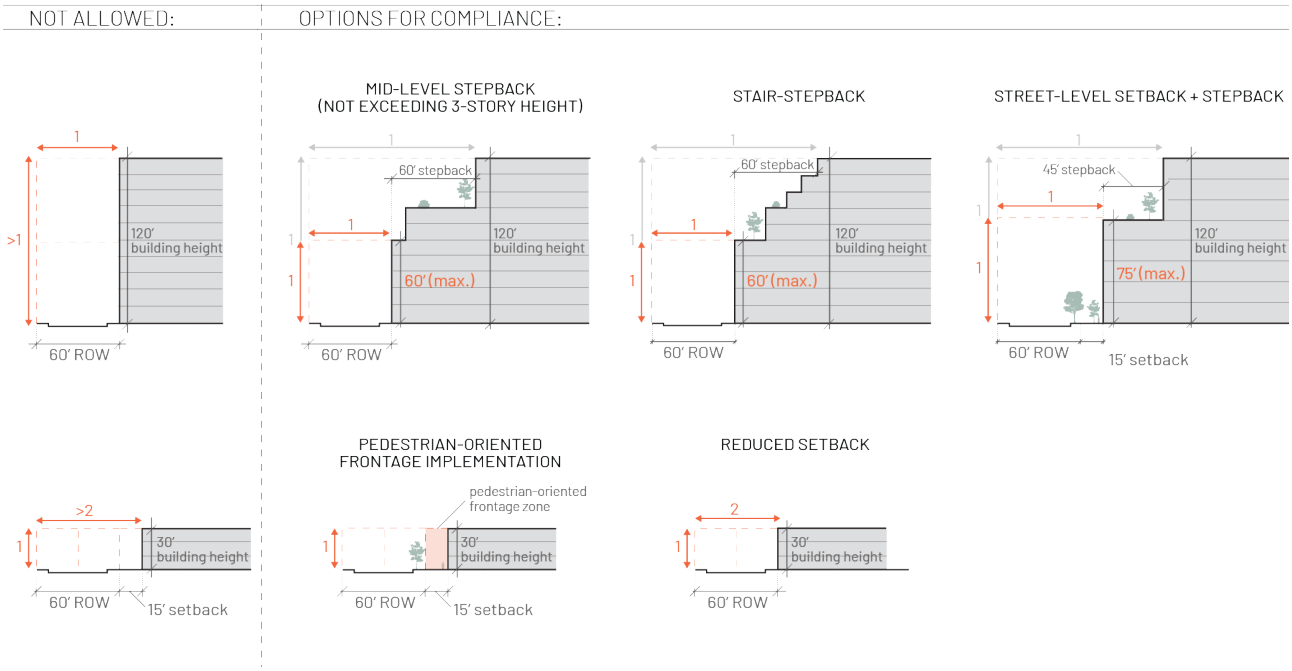


Figure 608-C. Street Room compliance examples

NOTES FOR THE COMMISSION

2. Frontage Types

(a) Each street-facing façade shall implement an approved Frontage Type consistent with the building's intended ground-floor use, adjacent street character, and Street Room standards. Frontage Type shall be coordinated with building-height-to-street-width ratio (Section 608.E.1) to ensure façade features, setbacks, and active uses collectively create a well-proportioned, human-scaled, street environment.

(b) Each development shall designate one of the following Frontage Types per street-facing facade and meet the associated standards. See Figure 608-D.

FRONTAGE TYPE	FRONT SETBACK (FEET)	PURPOSE	INTENDED GROUND-FLOOR USE
Linear	0' min. 10' max.	Creating a continuous, sidewalk-aligned building edge that prioritizes storefront visibility, pedestrian movement, and lingering.	Active commercial uses.
Plaza	10' min. 30' max.	Integrating publicly accessible open space with building frontage to support gathering, seating, and programmed activity.	Commercial or civic uses.
Terrace	8' min. 15' max.	Creating a defined transition space between the building and sidewalk that supports either semi-private residential use or publicly accessible commercial/civic activity while maintaining an active and accessible pedestrian edge.	Any uses. Different application of facade elements and amenities depending on ground-floor use.
Landscape	5' min. 20' max.	Establishing a landscaped buffer between building and street that prioritizes privacy and green space.	Residential or office.
Stoop	5' min. 15' max.	Providing a residential street edge that balances neighborhood activation with privacy through elevated entries and landscaped transitions.	Residential.

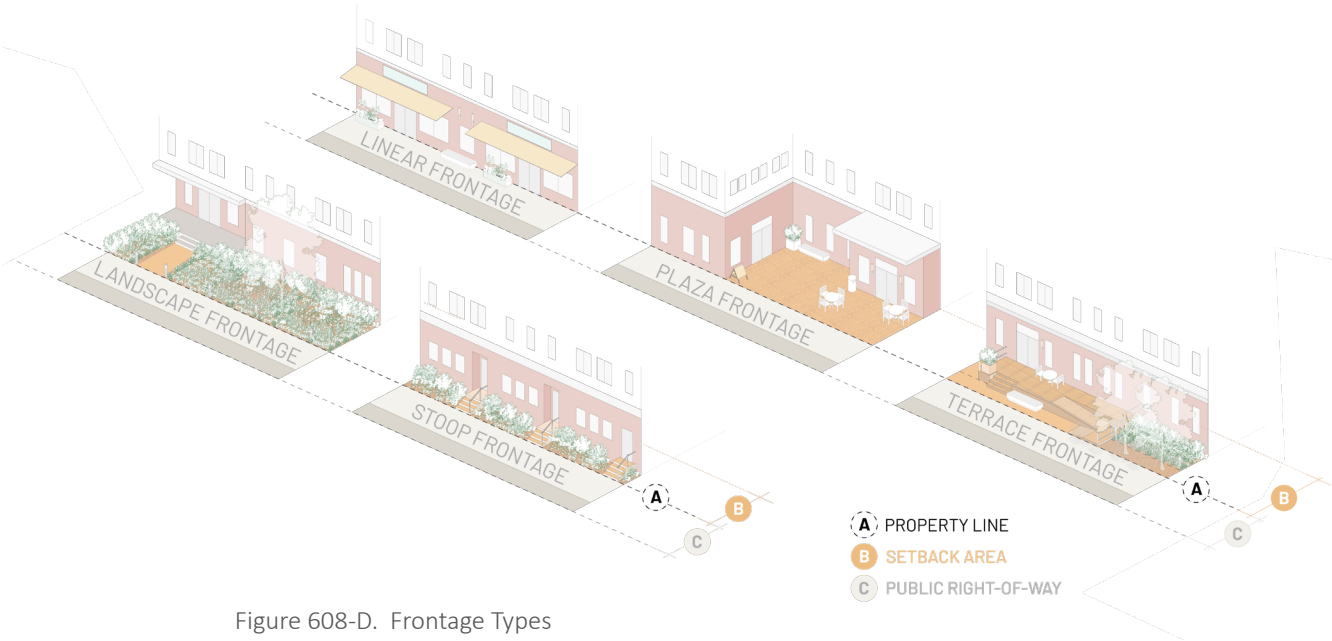


Figure 608-D. Frontage Types

Frontage type options in the TOD zone are the same as in the VC zone, designed to allow flexibility across a range of building types and contexts while reinforcing TOD goals.

As is, all frontage types are allowed everywhere in the TOD zone. Option to limit certain frontage types on certain streets (i.e. no Terraces or Stoops allowed on Pearl St)

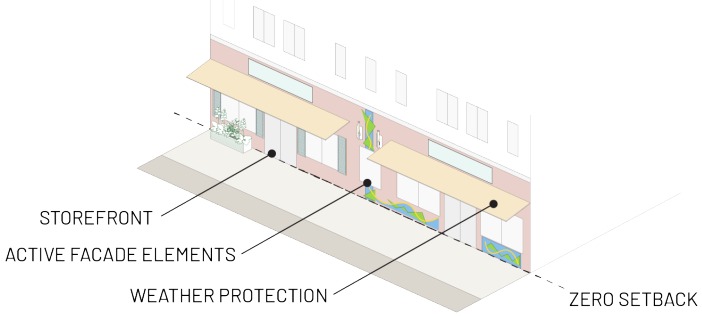


Figure 608-E. Zero Setback Linear Frontage

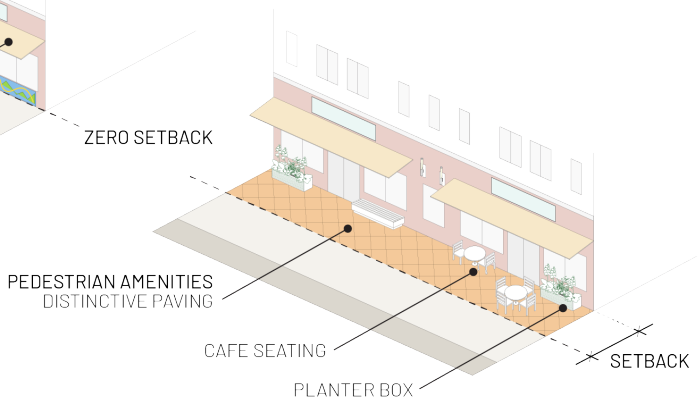


Figure 608-F. Linear Frontage with Setback

(i) Linear

a. Setback

The Linear Frontage shall have zero setback from the street edge (See Figure 608-E). A setback of up to ten (10) feet is permitted if the setback area is designed and functions as an extension of the public right-of-way, as a pedestrian through-zone or seating zone (See Figure 608-F).

b. Access

Primary entrances shall be oriented to the street. At least one (1) commercial storefront shall be provided with a direct tenant entrance from the sidewalk, at grade. Entrances may be recessed up to four (4) feet in depth.

c. Lighting

Pedestrian-scale lighting shall be provided along the building façade and spaced approximately 40 feet apart. At least one (1) lighting fixture is required at each building entry. All lighting shall comply with Section 704.

d. Façade Treatment

At least 75 percent of the façade area between two (2) and ten (10) feet above the finished sidewalk grade shall be treated with active façade components, which may include transparent windows and/or doors, display areas, and artwork.

e. Weather Protection

Functional weather protection shall be provided over at least 75 percent of the ground-floor façade, projecting a minimum of five (5) feet over the sidewalk with a walk-under clearance of at least eight (8) feet above sidewalk grade. This could include awnings, canopies, or other permitted treatments.

f. Amenities

If a setback is provided, the frontage shall incorporate at least two (2) distinct amenities from the following list. Amenities shall not obstruct pedestrian circulation.

1. Moveable furniture – Benches or café seating, accommodating at least two (2) people.
2. Planter boxes – Minimum area of eight (8) square feet and minimum soil depth of 18 inches; may include trees, shrubs, or seasonal plants.

3. Distinctive paving pattern – Of contrasting color, material, or texture covering at least 50 percent of the frontage zone.
4. Public Art – Sculptures, wall or ground murals, or other permanent installations at least three (3) feet in height or covering at least ten (10) square feet of surface area.
5. Planted buffer – Continuous planting along at least 50 percent of the frontage with a minimum width of two (2) feet; may be in-ground or boxed/elevated.

g. The Linear Frontage may not be implemented with ground-floor residential uses.

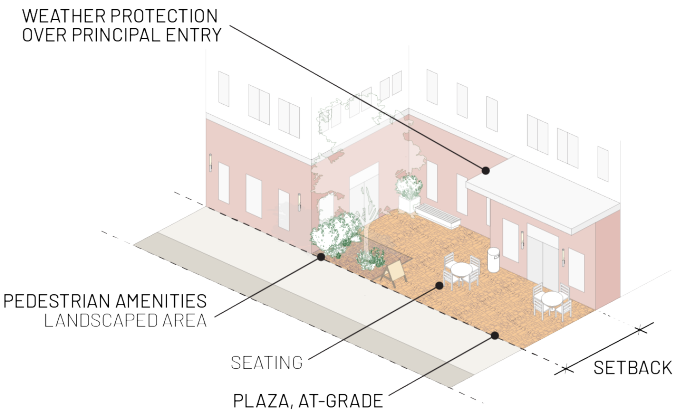


Figure 608-G. Plaza Frontage

(ii) Plaza

a. Setback

The Plaza Frontage includes a pedestrian-oriented plaza between the building and street edge. The plaza shall be at sidewalk grade and located within a ten (10) to 30-foot front setback. The plaza should extend along a minimum of 30 feet of frontage and provide at least 1,500 square feet of public plaza space. Building frontage not part of the plaza may extend up to zero-foot setback at the property line.

b. Access

Primary entrances shall be oriented to the plaza. Entrances may be at grade or elevated as required to accommodate site slope.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths and plaza edges and should be integrated with landscape, seating, or plaza features where possible. In addition, at least one (1) lighting fixture is required at each building entry.

d. Façade Treatment

At least 40 percent of the facade between two (2) and ten (10) feet above the finished sidewalk grade shall be glazed with transparent windows and/or doors.

e. Weather Protection

Weather protection with a minimum depth of five (5) feet is required over each primary entry.

f. Amenities

At least three (3) linear feet of seating area (bench, ledge, etc) or one (1) individual seat is required per 60 square feet of plaza area. Seating may include a combination of fixed and moveable furniture and/or may be integrated with other plaza features such as planting beds. In addition, a plaza must incorporate at least one (1) of the following amenities:

1. A continuous landscaped area of at least 20 square feet.
2. One (1) planter box per 100 square feet of plaza area. Each planter box should have a minimum area of eight (8) square feet and a minimum soil depth of 18 inches and may include trees, shrubs, or seasonal plants.
3. A public art feature with a minimum of six (6) feet in height or 20 square feet in area.
4. A water feature with a minimum of 20 square feet in area.

g. The Plaza Frontage may not be implemented with ground-floor residential uses except lobbies or entrances for upper-level units.

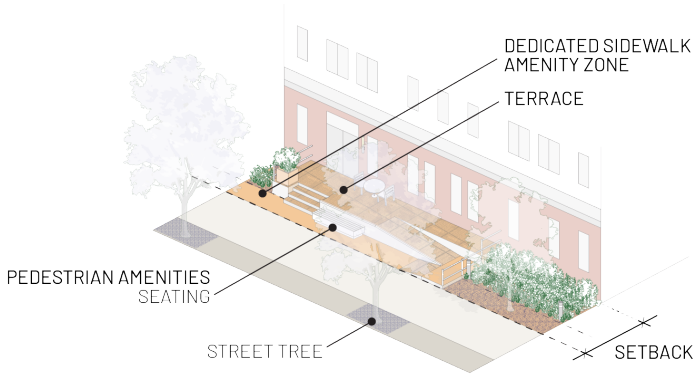


Figure 608-H. Terrace Frontage

(iii) Terrace

a. Setback

The Terrace Frontage shall be located within a front setback of eight (8) to 15 feet. A minimum of four (4) feet of this setback shall remain at sidewalk grade, extending along the street-facing façade and maintaining direct connection to the right-of-way. The remaining setback area shall be occupied by an elevated terrace raised at least one (1) foot or two (2) steps above sidewalk grade, or as required to accommodate site slope. A terrace may be fully open-air, or it may function as a recessed arcade with a partial building overhang above.

b. Access

The terrace shall serve as primary access to the building, directly accessible from the sidewalk, and not enclosed by fencing or barriers over 42” in height. Access stairs or ramps serving a terrace may encroach into the required four (4) foot at-grade area, provided that pedestrian connectivity is maintained.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths and terrace edges. Additional decorative lighting such as canopies or string lights is encouraged for terraces intended for public use.

d. Façade Treatment

At least 30 percent of the facade between two (2) and ten (10) feet above the terrace or primary entry level shall be glazed with transparent windows and/or doors.

e. Amenities

The at-grade portion of the setback shall function to support pedestrian activity as an extension of the public right-of-way and shall incorporate at least one (1) of the following amenities:

1. Fixed or moveable seating
2. Planter boxes
3. Street trees
4. Public art

f. Terraces may function as public or semi-public spaces and may serve commercial, retail, civic, or residential uses. Public terraces are encouraged to incorporate additional amenities such as cafe seating, shade structures, and planter boxes.

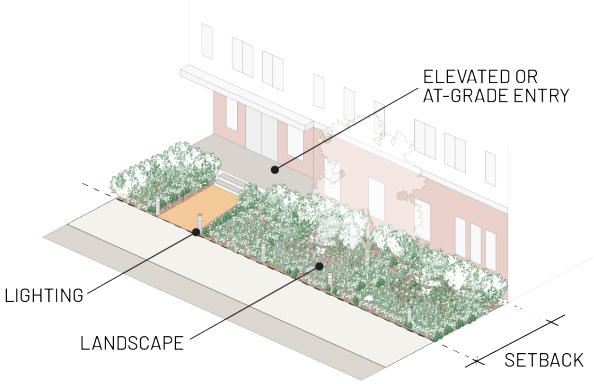


Figure 608-I. Landscape Frontage

(iv) Landscape

a. Setback

The Landscape Frontage shall be located within a front setback of ten (10) to 30 feet.

b. Access

Primary entrances shall be oriented to the street. Entrances may be at grade or elevated as required to accommodate site slope.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths. Integration of lighting with landscape features is encouraged.

d. Façade Treatment

At least 30 percent of the facade between two (2) and ten (10) feet above the finished ground-floor elevation shall be glazed with transparent windows and/or doors.

e. Landscape

At least 50 percent of the frontage area shall be landscaped with at least one (1) tree per 600 square feet of setback area.

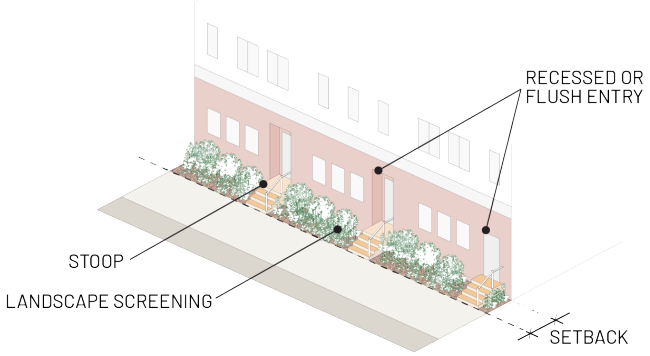


Figure 608-J. Stoop Frontage

(v) Stoop

a. Setback

The Stoop Frontage shall be located within a front setback of five (5) to 15 feet.

b. Access

Primary entrances shall be oriented to the street and accessed from a stoop. Stoops may be projecting or recessed and shall not exceed eight (8) feet in width or depth. Stoops shall be elevated a minimum of two (2) feet or four (4) steps above sidewalk grade. Access stairs or ramps may encroach into the setback and may be street-facing or side-loaded.

c. Lighting

Pedestrian-scale lighting in compliance with Section 704 is required at regular intervals along primary pedestrian paths.

d. Façade Treatment

At least 30 percent of the facade between two (2) and ten (10) feet above the finished ground-floor elevation shall be glazed with transparent windows and/or doors.

e. Landscape

At least 20 percent of the setback area shall be provided as landscaped screening consisting of in-ground planting beds with a minimum width of three (3) feet. In addition, at least one (1) tree shall be provided per 30 linear feet of façade. Required trees may be provided within the public right-of-way as street trees, subject to approval.

F. Façade Composition and Material Standards

The standards in this section regulate façade composition, articulation, and architectural materials. These standards apply in addition to Street Room and Frontage Type requirements in Section 604.E.

1. Materials

(a) Primary materials shall be used on at least 75% of each Principal Façade. Primary materials permitted in the Village Center include **wood or high-quality fiber cement siding, brick, natural stone, stucco, and certain metals (copper, titanium, and stainless steel, 18-8 or better).**

(b) Secondary materials may be used for trim, accent areas, upper-story stepbacks, and/or architectural details.

(c) Material changes shall occur at logical building transitions such as corners, horizontal expression bands, or other articulation lines implemented under Section 608.F.2.

The TOD zone allows high-quality metal as a primary material (in addition to VC-allowed materials) to support contemporary building design and help establish a distinct character.

NOTES FOR THE COMMISSION

Longer facades are allowed in the TOD zone to reflect larger streets and parcel sizes while supporting walkability and pedestrian-oriented design.

2. Articulation

(a) Building facades exceeding **80 feet in length** along a Frontage Line shall incorporate vertical articulation to establish a rhythm that reflects the historic lot patterns and traditional storefront widths. Vertical articulation shall occur at intervals not exceeding **50 feet**. See Figure 608-K. Vertical articulation shall include at least one of the following:

(i) A change in façade plane of at least two (2) feet in depth;

(ii) A change in material extending the full height of the articulated bay;

(iii) A recessed or projecting entry element;

(iv) A change in fenestration pattern.

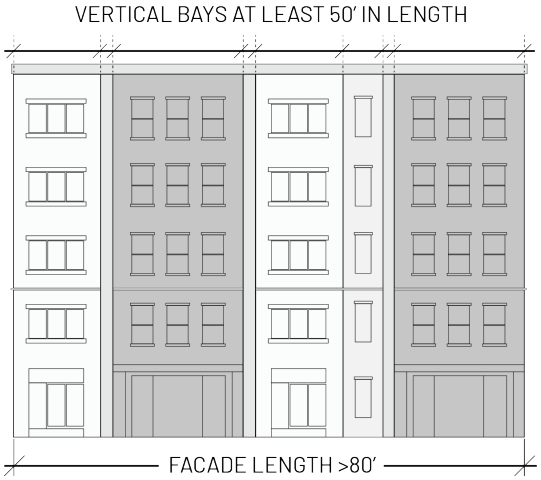


Figure 608-K. Vertical Articulation

(b) The building base shall be visually differentiated from upper stories. The base may include the first one (1) or two (2) stories. Horizontal differentiation may be made using one of the following methods. See Figure 608-L.

(i) A change in material;

(ii) A change in window size or pattern;

(iii) A horizontal expression band;

(iv) Architectural elements such as columns, pilasters, or an arcade.

(c) Blank wall segments exceeding 20 feet in length are prohibited along Frontage Lines.

Figure 608-L. Building Base Articulation

NOTES FOR THE COMMISSION

3. Upper-Story and Roof Treatment

(a) Upper-story windows shall comprise **at least 20 percent of façade area**, measured from the top of the second-level finished floor to the top of the roof structure. Windows shall be distributed or grouped to create a consistent rhythm across the façade. See Figure 608-M.

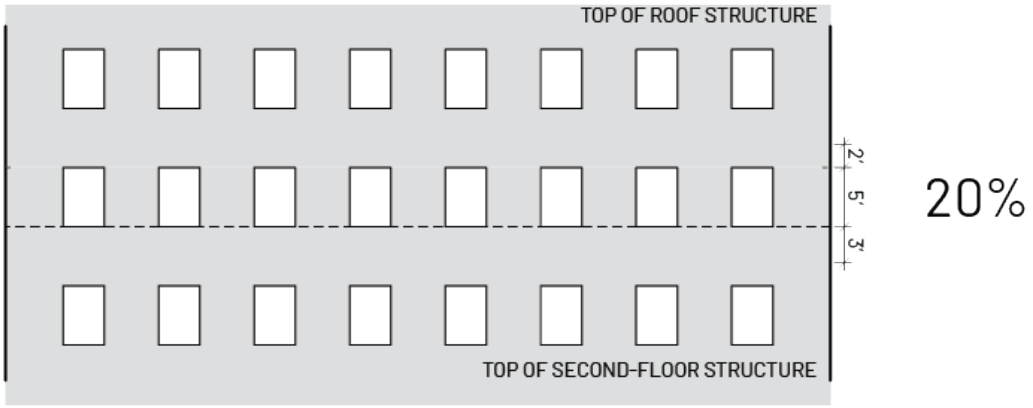


Figure 608-M. Upper-story facade transparency

4. Mechanical and Service Elements

Standard regulations supporting visual continuity across both zones.

(a) Unfinished foundation walls on a Principal Building shall be exposed no more than 48 inches above the finished grade. Surface-applied waterproofing on any foundation wall shall not be visible.

(b) Security shutters, where provided, shall be designed to be integrated with the façade composition and hidden from view when fully opened.

(c) Where placed on a façade, gutters, downspouts, and projecting drainpipes shall be arranged as an integral part of the Façade composition and shall generally be placed at the corners of the building least visible from frontages. Gutters are required where eaves extend over pedestrian walkways.

(d) The following items are not permitted to project from a façade: air conditioner and HVAC equipment; utility boxes or gas meters; chimneys, vents, piping, ducts, and conduits external to the building; wind generation; and antennas, satellite dishes, and other telecommunications equipment

(i) Exception: Small exterior vents (less than 10-in x 10-in) associated with small scale heating/cooling equipment or residential appliances shall be permitted on a façade only if residential occupancy occurs along that façade. Every effort should be made to minimize and consolidate the number of these vents. They shall be located, organized, screened, and detailed to fit within the overall design of the façade.

(e) Roof penetrations, other than chimneys, shall be placed to minimize their visibility from the Frontage Line. Any rooftop mechanical and telecommunication equipment shall be fully screened on all sides so as not to be directly visible from the street or a Civic Space. Such screening shall be incorporated in a manner consistent with the overall architectural design of the building and may consist of parapets, cornices, penthouse screens, or other similar methods.

(f) Storage areas, service areas, trash receptacles, accessory structures, and parking areas shall be screened from view from the street and adjoining properties, per Section 708.

NOTES FOR THE COMMISSION

Standard parking regulations across both zones to build a more pedestrian-focused streetscape.

G. Parking

1. No minimum parking requirements are established in the Village Center. The Development Review Board may require parking as part of any Site Plan approval and shall use the parking standards established in Section 703 as a guide to determine reasonable parking.
2. At-grade, below grade, and above grade parking is allowed, subject to the following:
   (a) At-grade structured parking is permitted only when located within the interior of the building and screened along all ground-floor street frontages by a liner building. Use of ground-floor frontages by pedestrian-oriented businesses is encouraged. See Figure 608-N.
   (b) Surface parking is permitted only at the rear of the lot, behind a Principal Building and a minimum of 30 feet from the edge of the public right-of-way. Landscaping, screening, and lighting requirements apply as specified in Chapter 7.
   (c) At the discretion of the City Council, parking lots constructed as part of a development project may be accepted by the City as municipal public parking.
   (d) Shared parking and connections between adjacent parking areas are encouraged to improve access, traffic flow, and overall parking efficiency.
3. Each property is permitted one (1) curb cut in accordance with Section 705. The Development Review Board may approve an additional curb cut upon finding that it is necessary to provide adequate site access. Curb cuts on major arterial streets shall be minimized. Shared curb cuts and joint access are strongly encouraged.

Figure 608-N. Screening Structured Parking

H. Landscaping

1. Landscaping standards are intended to reinforce the existing character of the Village Center while promoting environmental performance and long-term site quality. Standards emphasize tree retention, canopy expansion, integration of green stormwater infrastructure, and plant species that are resilient, easy to maintain, and provide visual interest across all seasons.
2. Landscape Performance Score Requirement
   (a) The Landscape Performance Score is a weighted system that assigns point values to specific landscape components based on their environmental benefit, contribution to tree canopy, and enhancement of site quality.

(b) All development subject to this Section shall achieve a minimum Landscape Performance Score of 30, calculated in accordance with the Table in Section 608.H.2(c). Only permanently installed and maintained landscape components may be counted toward the required score.

(c) Where site size, configuration, or unique constraints limit an applicant's ability to meet Landscape Performance Score requirements, the City may approve alternative strategies that maintain the intent of supporting streetscape quality.

(d) Landscape Performance Scoring Table. Applicants should fill out the Component Amount column below then multiply by the provided Performance Factors for corresponding Component Scores.

LANDSCAPE PERFORMANCE TABLE

SITE LANDSCAPE COMPONENTS		COMPONENT AMOUNT *Area (square feet) or Number of plants/trees*	PERFORMANCE FACTOR *Based on contribution to environment, neighborhood, and site quality*	COMPONENT SCORE *Component Amount x Performance Factor*
Planted Areas	Planted areas with soil depth less than 24"	*Area*	10	
	Planted areas with soil depth of 24" or greater	*Area*	60	
	Bioretention faciltiies	*Area*	100	
Small Plants, Shrubs, and Perennials	Mulch, ground cover, and other plants less than 2' tall at maturity	*Area*	10	
	Medium shrubs or perennials 2-4' tall at maturity	*Number of plants*	270	
	Large shrubs or perennials 4' tall or greater at maturity	*Number of plants*	1,080	
Trees	Trees with crown spread of 8-15' at maturity	*Number of trees*	2,250	
	Trees with crown spread of 16-20' at maturity	*Number of trees*	7,500	
	Trees with crown spread of 21-25' at maturity	*Number of trees*	17,500	
	Trees with crown spread of 26' or more at maturity	*Number of trees*	31,500	
	Preservation of existing trees with a minimum trunk diameter of 6" measured at 4' above the ground	*Number of trees*	24,000	
Green Roofs	Green roofs with less than 4" of growth medium.	*Area*	20	
	Green roofs with 4-8" of growth medium	*Area*	30	
	Green roofs with 8" or more of growth medium.	*Area*	40	

NOTES FOR THE COMMISSION

Flexibility provided for small sites.

Standard landscaping requirements across both zones. The Scoring Table is inherently flexible while establishing continuity with tree canopy and native plants.

NOTES FOR THE COMMISSION

SITE LANDSCAPE COMPONENTS		COMPONENT AMOUNT	PERFORMANCE FACTOR	COMPONENT SCORE
Permeable Paving	Permeable pavers over soil or gravel with a depth of less than 24”	*Area*	20	
	Permeable pavers over soil or gravel with a depth of 24” or greater	*Area*	40	
Bonuses	Landscaped area with at least 70% native plant coverage	*Area*	40	
	Vegetation planted along the street frontage*	*Area*	20	
	Structural soil systems	*Area*	50	
	Landscaped areas where at least 50% of annual irrigation needs are met through use of collected rainwater or graywater	*Area*	20	
			SCORE NUMERATOR *Add all component scores*	
			SCORE DENOMINATOR *Parcel Area (square feet)*	
			LANDSCAPE PERFORMANCE SCORE *Numerator / Denominator*	

I. Street Standards

For the redevelopment of large parcels over five acres, new streets, blocks, and lots shall be established in order to create a pedestrian-friendly environment that supports a variety of transportation options. New streets shall meet the following requirements:

1. All new streets shall be provided as public streets. New streets shall generally conform to the Typical Street Section illustrated in Figure 608-O.
2. Alleys shall be privately owned and maintained. The overall number of alleys shall be limited to the minimum amount necessary to provide adequate access to the rear of buildings. Alleys shall be designed to minimize the number of access points onto public streets.
3. Block length shall not exceed 400 feet.
4. Pedestrian Amenities
   (a) Sidewalks shall have a minimum of eight feet of unobstructed width.
   (b) Crosswalks in compliance with the Americans with Disabilities Act (ADA) shall be included at all intersections.
   (c) Pedestrian street lamps shall be incorporated into all new streets. The lamps shall be full cut-of fixtures with metal halide bulbs and mounted no higher than 15 feet. Pedestrian street lamps shall be of a decorative architectural style and may require approval by the Development Review Board.
   (d) Pedestrian amenities including benches, trash receptacles, and bike racks shall be incorporated into the design of new streets.
   (e) Street trees shall be planted every 40 feet on center with tree grates and structural soil (See Appendix A for Public Works Specifications). Street trees shall be placed between the pedestrian travel way and the curb.

Much of this section is maintained from existing code. Changes in green primarily made to improve flexibility and encourage more pedestrian-centric design.

Maximum block length decreased from 600 ft to further walkability goals.

Unchanged.

NOTES FOR THE COMMISSION

5. Car Travel and Parking
   (a) New streets shall include on-street parallel or 45-degree angled parking on at least one side.
   (b) New streets shall have two car travel lanes, each 10 to 12 feet in width. Travel lanes shall be 12 feet wide where 45-degree angled parking is provided.

Updates in green, made to improve flexibility of standards.

6. New streets shall incorporate bus stops, coordinated with Green Mountain Transit (GMT). The applicant shall be required to provide written comments from GMT on the proposed bus stops and facilities.

Unchanged.

7. New streets shall include bike lanes at least five feet in width as needed to provide convenient and safe bicycle access throughout the district. It is not expected that every new street will have a bike lane, but rather that overall connectivity and major bicycle transportation routes throughout the district are established.
8. Public pedestrian paths may be provided in lieu of new streets provided they are publicly accessible and reinforce connectivity between public streets, transit stops, open spaces, and/or planned public networks in adjacent development. Clear standards for width, length, lighting, and pedestrian amenities shall be established.
9. Modifications to these standards may be approved by the City where site dimensions or engineering requirements create constraints, provided the proposed design maintains the intent of supporting connectivity, walkability, and a lively public realm.

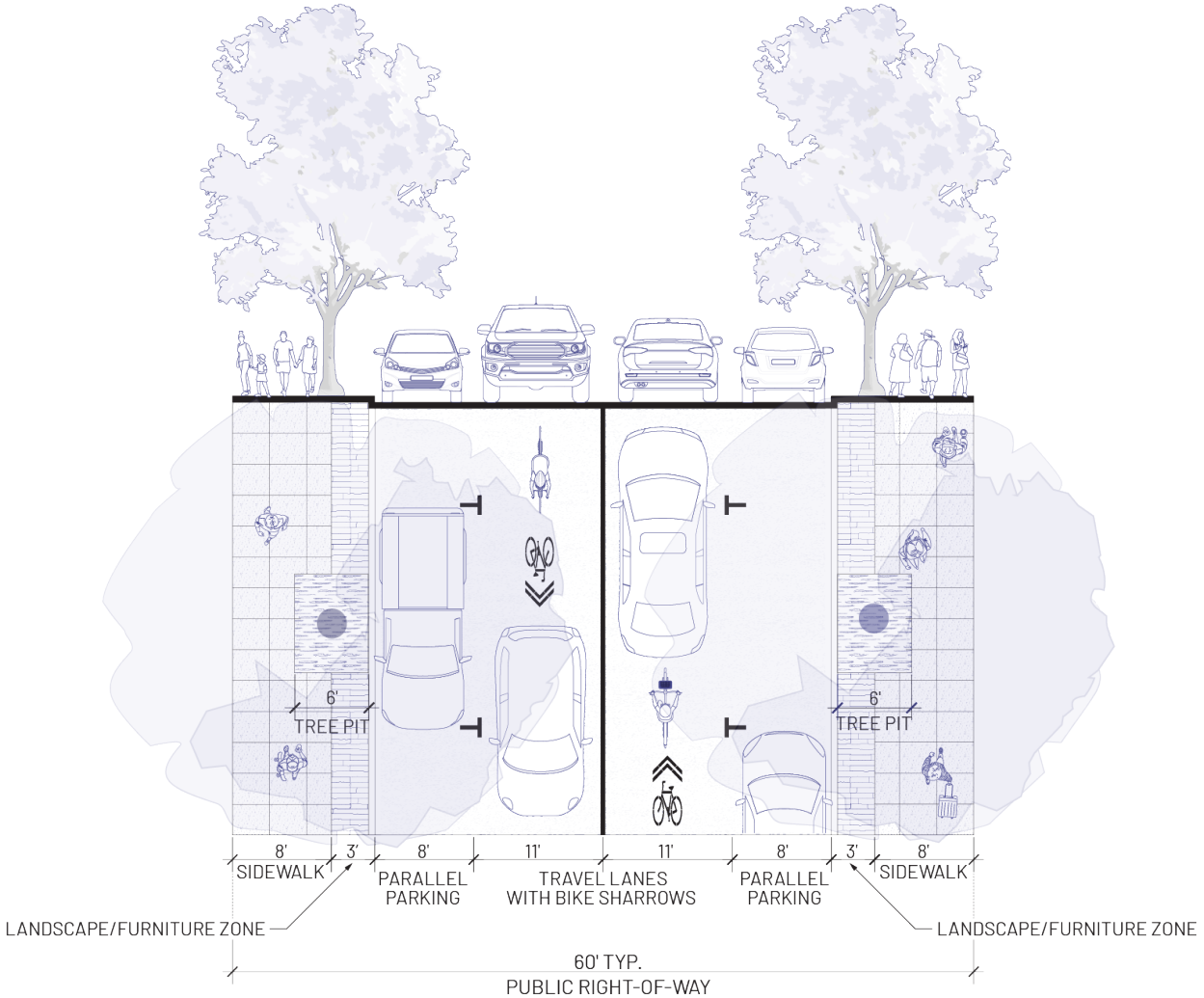


Figure 608-O. TOD Zone Typical Street Section

SECTION ~~621~~620: HISTORIC PRESERVATION OVERLAY DISTRICT (HRO)

A. Purpose

The purpose of the Historic Preservation Overlay District is to protect buildings listed on the State or Federal Register of Historic Places, recognizing their cultural and economic importance and their contribution to neighborhoods in Essex Junction.

B. Applicability

These standards are in addition to the underlying standards of the base zoning district. The historic preservation standards in Section 620.D of this Code are applicable to demolition, alterations, additions or redevelopment of buildings within the Historic Preservation Overlay District and structures on Map 2 in the Comprehensive Plan, or listed on the State or National Registers of Historic Places.

C. Historic Preservation Procedures

The Development Review Board may deny approval of a proposed development or modification of a structure if it determines that the intent of this Section has not been met. Accordingly:

1. Historic Preservation review from the Development Review Board will be conducted in conjunction with subdivision or site plan approval. If subdivision or site plan review is not otherwise required, Historic Preservation review shall be conducted in accordance with site plan review procedures under Section 502 or Section 503. All reviews shall be conducted at a public meeting.
2. Nothing in these Historic Preservation standards shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in the district, which does not involve a change in the design, material, color or the outward appearance of the feature.
3. The review of plans under this Section by the Development Review Board requires the submission of information listed in Section 502 or Section 503 along with building elevations, a description of materials to be used on the exterior of any structure, plans for exterior lighting, signs, drainage and snow removal, and photographs of existing structures and adjacent buildings if applicable. The Development Review Board may require additional information and documentation, as it deems necessary including 3D drawings and/or models of the proposal to assist in understanding the fundamental design elements and important spatial relationships.
4. Should the Development Review Board deem it necessary to employ an architect or other qualified individual to review any development proposal, the cost of employing such an individual shall be borne by the applicant.

D. Historic Preservation Standards

The Development Review Board shall review applicable development applications in the Historic Protection Overlay District for compliance with the criteria listed below. Staff will review the applicant's proposal and provide guidance as to what the Development Review Board will expect with historic structures. The following Secretary of the Interiors Standards for the Rehabilitation of Historic Structures shall apply:

1. An existing property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. 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

NOTES FOR THE COMMISSION

DRO eliminated - redundant with new form-based standards.

Vague 'design' language eliminated to focus on preservation of designated historic resources. Non-designated resources are protected in Section 604 (Village Center).

Map should be updated alongside Comprehensive Plan.

Unchanged.

be avoided.

3. 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.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. 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.
7. 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.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. 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.
10. 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.

E. Demolition of Historic Structures

The demolition of listed, or properties eligible for historic listing, is discouraged. The intent of this section is to provide a procedure for the review of applications for the demolition of listed historic structures, ensuring demolitions only occur when specific standards are met. The Development Review Board may require professional assistance in evaluating an application for demolition at the applicants' expense to determine compliance with the standards of this section. An application for demolition of a historic structure will be reviewed based on financial, structural, historic, design, and community benefits of the proposed redevelopment.

Updated to specify listed/designated structures only. Provisions to protect potentially eligible historic structures are provided in Section 604.I (Demolition within the Village Center).

Remaining section is unchanged.

1. Application for Demolition
   (a) A report from a licensed engineer qualified to assess the structural integrity of historic buildings is required. The report shall address the ability for rehabilitation and reuse of the existing building as it pertains to the building's structural integrity and cost of rehabilitation.
   (b) A report from a qualified professional (planner, economist, business consultant) on the economic feasibility to rehabilitate and/or operate the historic building or site while preserving its historic qualities. The report, at the request of the Development Review Board, may require the report to assess options for sensitive building expansions as it pertains to the economic viability of the building.
   (c) A statement from the applicant regarding compliance with the standards for demolition of a historic structure.

(d) Any building in non-compliance with the design requirements for historic structures as a result of a fire, flood or similar unforeseen event shall apply within six months of the date of the event for an application to demolish the building or approval of a plan for restoration. All of the standards in this section shall be fully considered including economic hardship, structural integrity and community benefit.

2. Demolition Review Standards:

(a) Economic Hardship. The continued operation of the historic structure is financially infeasible based on existing and potential land uses and any costs of rehabilitation. All options for adaptive reuse, resale, or relocation shall be considered and addressed in the application.

(b) Structural Integrity. The structure is beyond repair or the cost of repairing and operating the building is not financially feasible or reasonable; or

(c) Community Benefit. The redevelopment plan for the site has significant state, regional or community benefits in terms of urban design, ecology, and cultural or economic benefits. The redevelopment proposal shall consider and address impacts on adjacent historic properties and the entire district. The potential of incorporating historic structures into redevelopment plans shall be considered and is encouraged.

3. Approval for Demolition. Historic buildings that are approved for demolition require the applicant to comply with the following:

(a) Any approval for the demolition of a historic structure shall require the applicant to document the building in accordance with the Historic American Building Survey (HABS).

(b) Assurance from the applicant that the redevelopment plan as approved will be implemented if the historic structure demolition is approved based on the community benefit of the redevelopment plan. In addition, structures approved for demolition based on the community benefit shall not be demolished until construction of the entire project has received all financial resources and regulatory permits. The Development Review Board may require a bond or letter of credit as a condition of approval for the demolition of a historic structure.

(c) The time between demolition and the commencement of construction shall not exceed 3 months unless an alternative timeline is specifically approved as part of the demolition approval from the Development Review Board.

Form based code Draft Initial Review / Issues to Consider

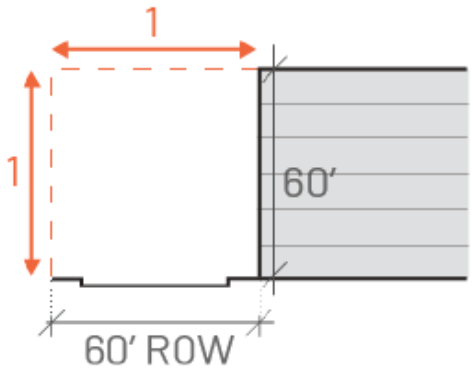
Planning Commission Meeting March 31, 2026

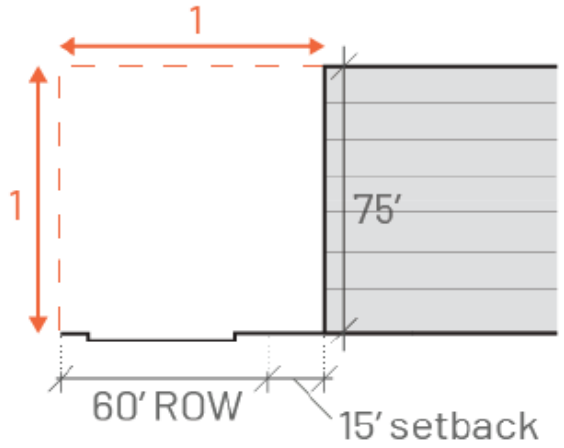
City of Essex Junction

1:1 street room ratio limit

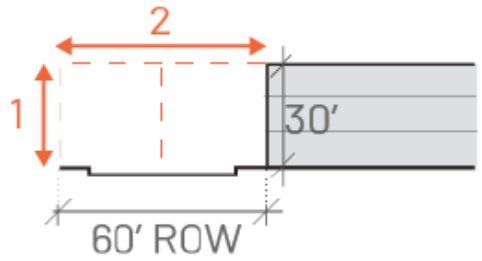
ALLOWED:

1:1 RATIO



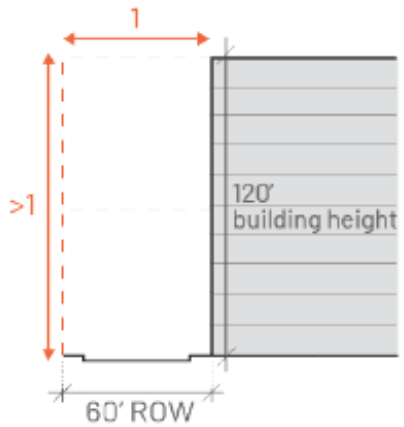


1:2 RATIO

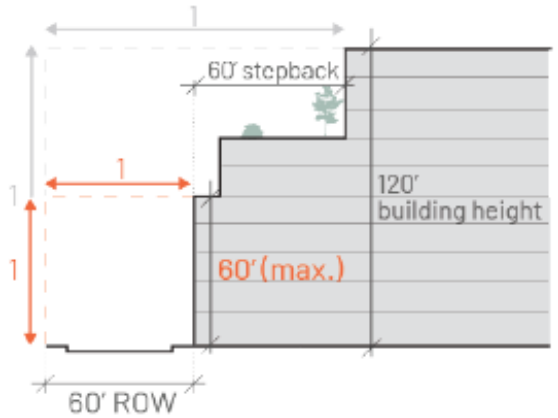


City of Essex Junction

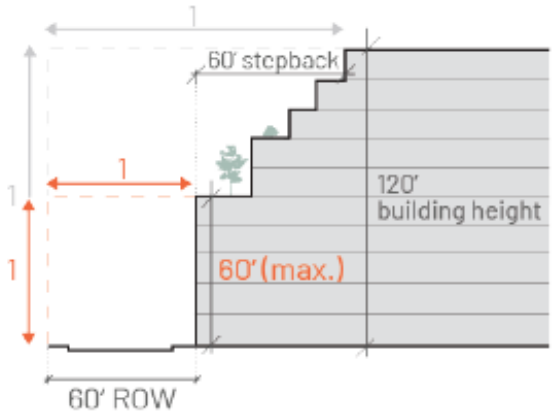
1:1 street room ratio limit



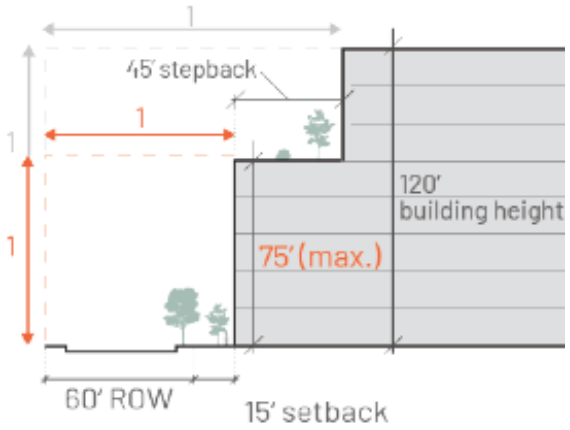
MID-LEVEL STEPBACK
(NOT EXCEEDING 3-STORY HEIGHT)

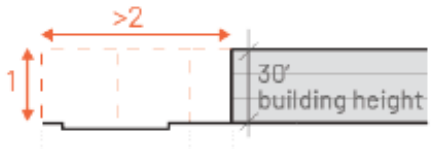


STAIR-STEPBACK

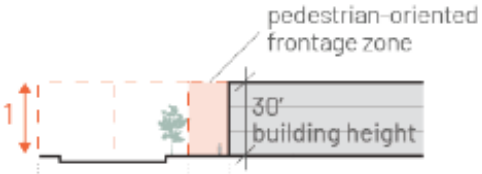


STREET-LEVEL SETBACK + STEPBACK

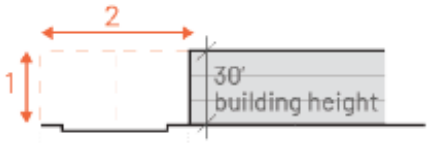




PEDESTRIAN-ORIENTED
FRONTAGE IMPLEMENTATION



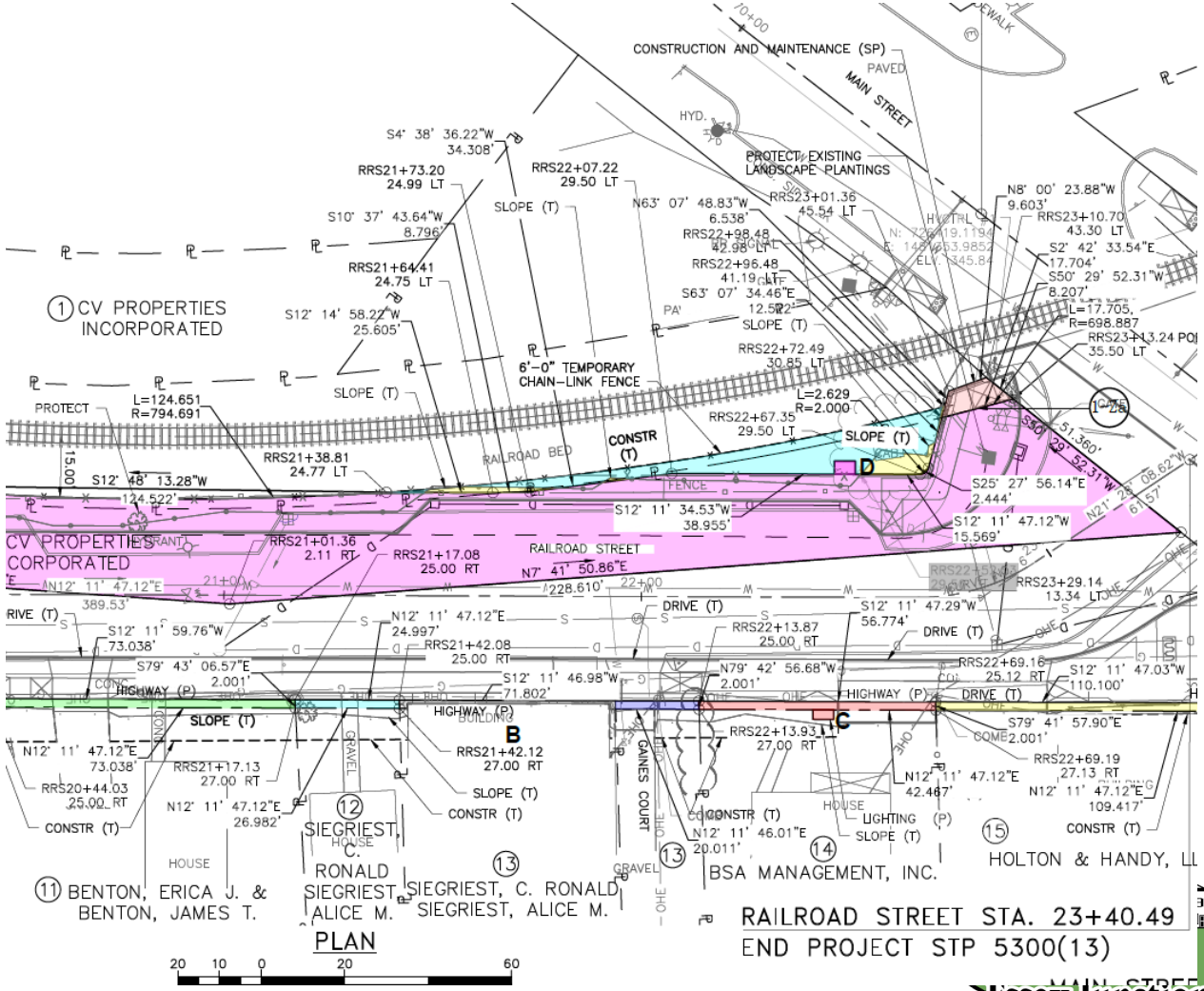
REDUCED SETBACK



City of
Essex Junction

Issue 1: Should Rail ROW be counted for the purposes of the street room ratio?

- Distinction between road / rail ROW is complicated
- Perhaps a Road adjacent to a Rail ROW, should be considered differently than Rail ROW with no adjacent road



Issue 2: Is 1:1 the right limit?

Example: Chittenden Crossing

Example: 17 Park St

5 stories;
0.78 street room ratio

Example: Hypothetical 7 story version of 17 Park St

7 stories;
1:1.09 street room ratio

Example: 8 Railroad St Apartments

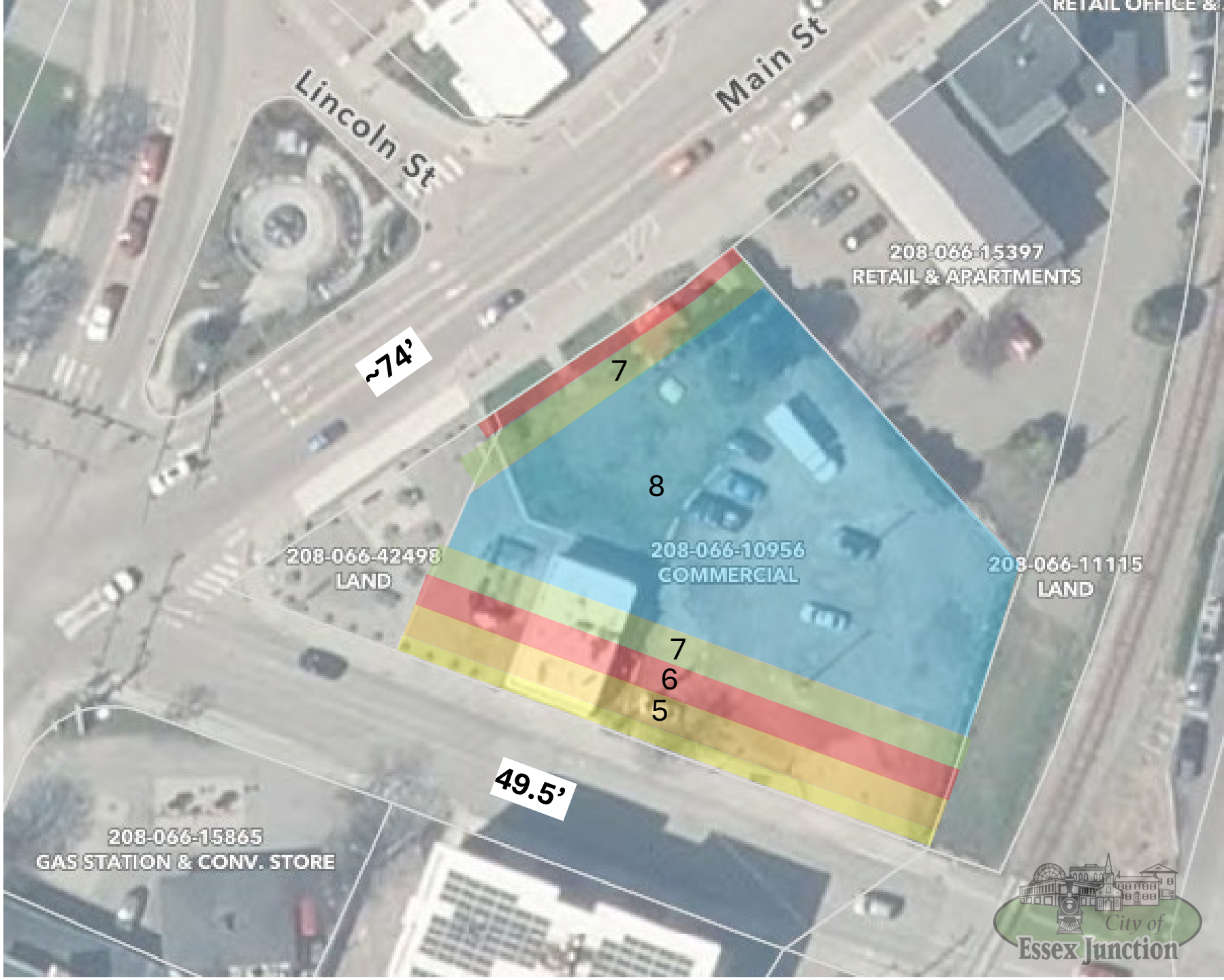
4 stories;
56’ ROW + 17’ setback
= 73’ street room width

Building height is 44’-9”

0.61 street room ratio

2 View to Northeast

Example: Firebird Café lot

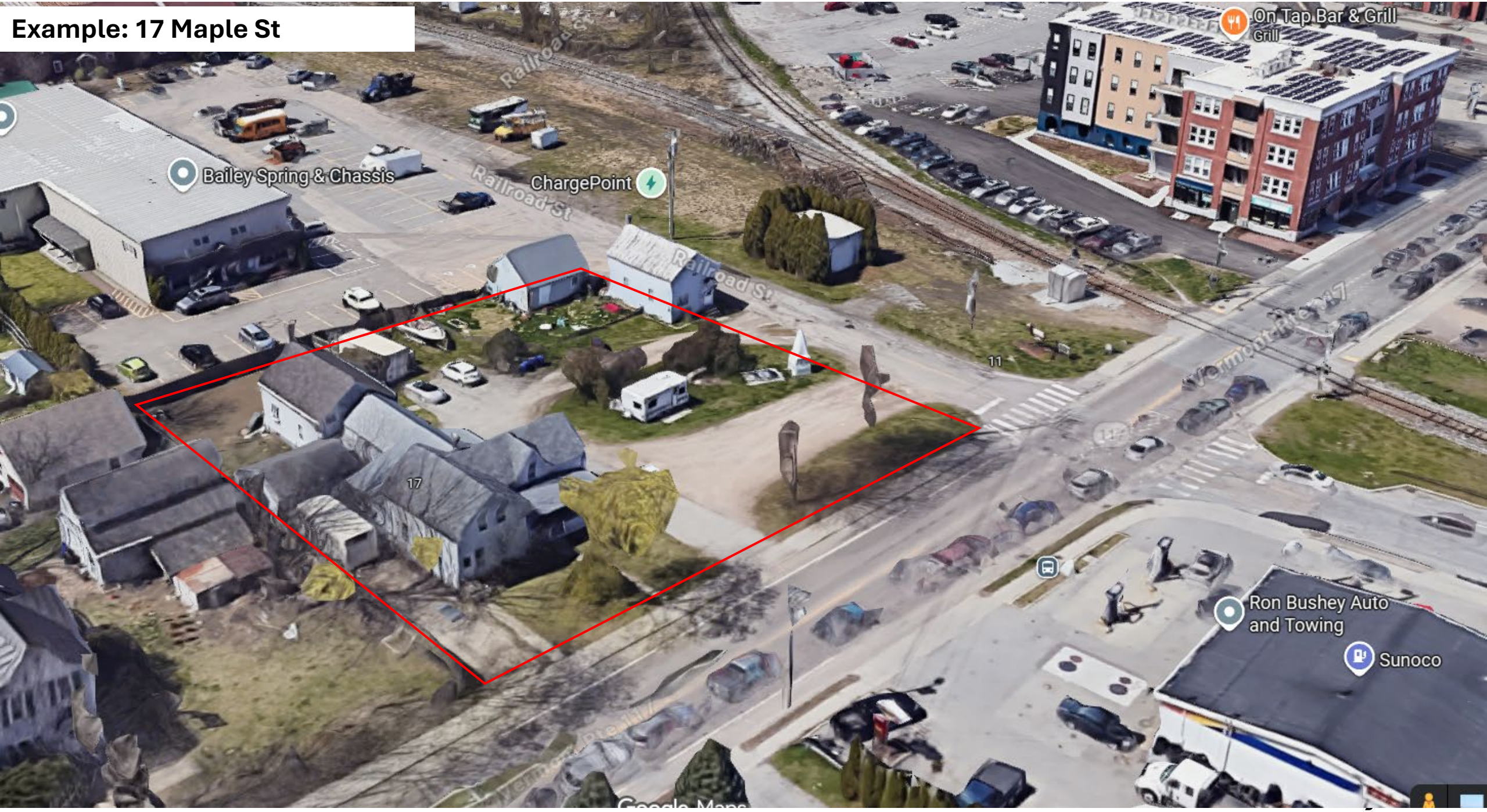


Example: Firebird Café lot

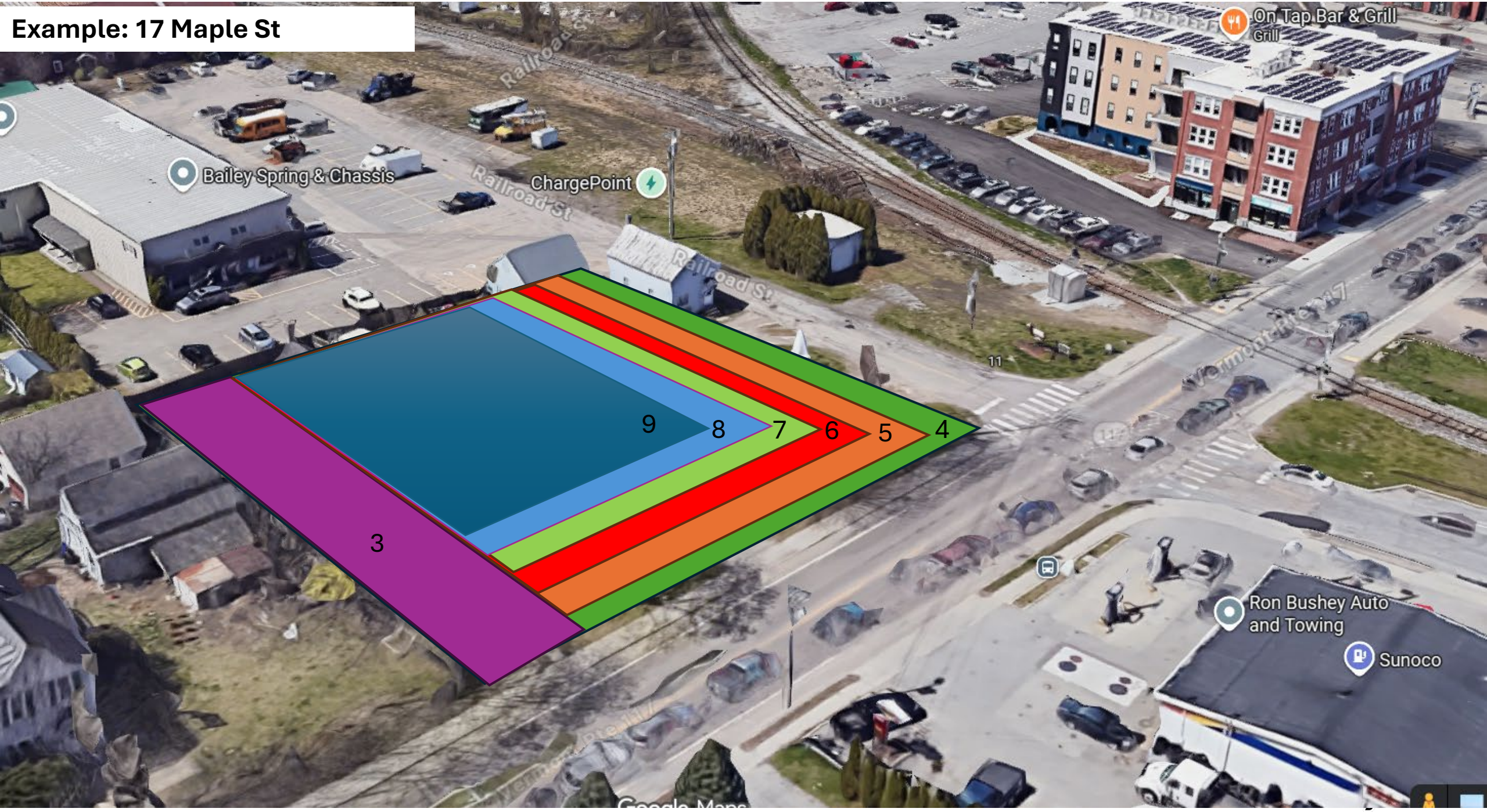
Conceptual rendering of Five Corners Redevelopment - before and after // Google Earth Pro

City of Essex Junction

Example: 17 Maple St



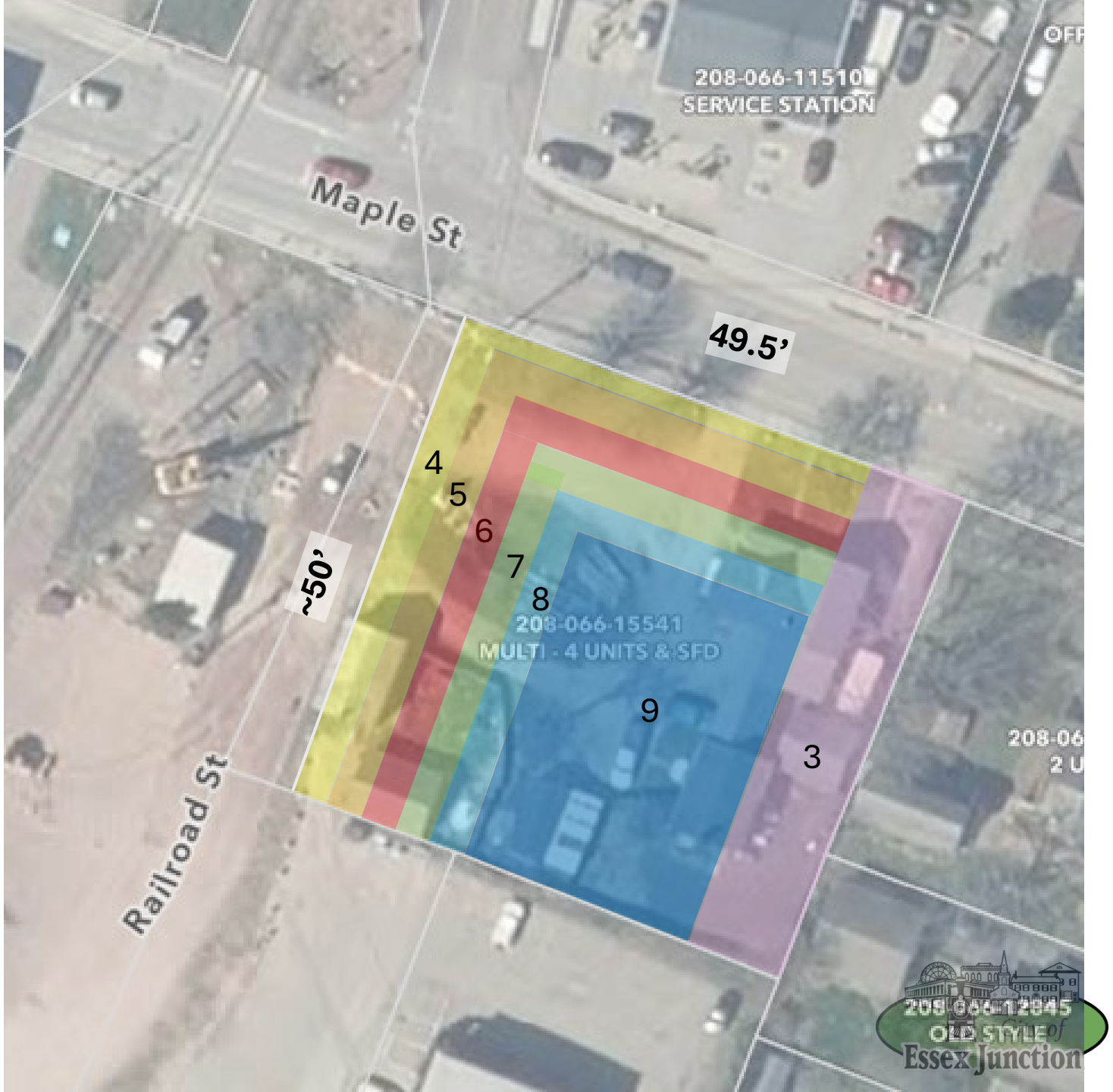
Example: 17 Maple St



Example: 17 Maple St

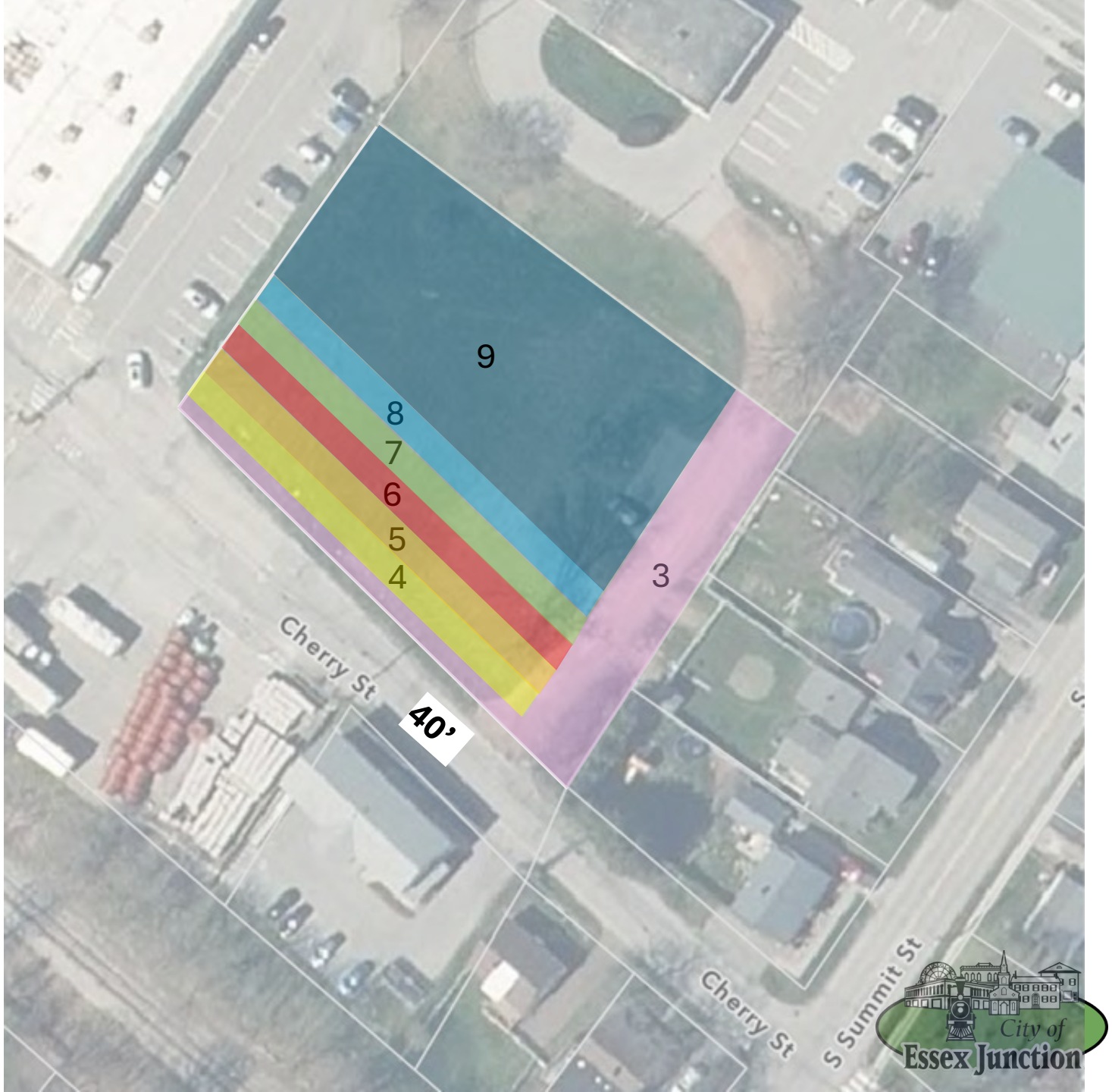
Assume ~11.5 ft per story

Note that parcels in the VC district are more geometrically constrained due to smaller right-of-way widths' impact on maximum height



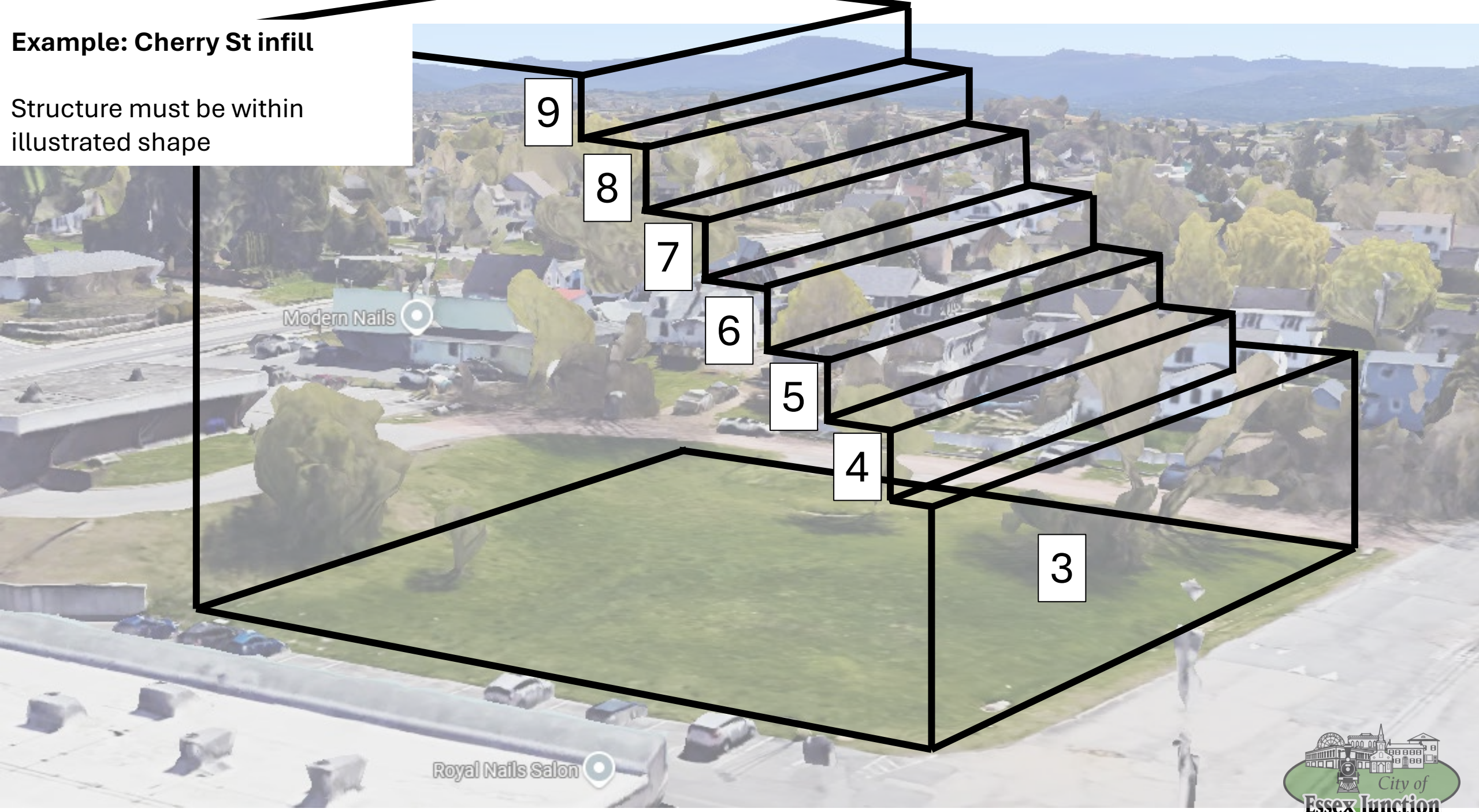
Example: Cherry St infill

Assume 40’ public Right-of-Way for Cherry Street extension



Example: Cherry St infill

Structure must be within illustrated shape



City of Essex Junction

Issue 3: Should corner lots subject to the street room ratio on both sides?

Example: 141 Pearl St

Consideration of corner lots

Scenario 1: Both frontages must adhere to street room standards

Consideration of corner lots

Scenario 2: Only one frontage must adhere to street room standards


Spare Time Colchester
Bowling,
Arcade & More
Malletts Bay
Veterinary Hospital
Find Your Vet Clinic
Sweetspot Dispensary
Essex Junction
City of
Essex Junction

Issue 4: Is the "Residential Adjacency section" appropriate?

Residential Adjacency

(a) 10-foot minimum side and rear setbacks shall be required where a parcel directly abuts a residential zoning district with a lower maximum building height.

(b) Where the difference in maximum building height between abutting zoning districts is four (4) or more stories, the required setback shall be increased to 30 feet, and a landscaped buffer shall be provided along the shared property line. Buildings may encroach provided the portion of the building within the 30-foot setback does not exceed the maximum building height permitted in the abutting zoning district and a minimum 10-foot setback is maintained along the property line. See Figure 604-B.

10 STORY HEIGHT

Issue 4: Is the “Residential Adjacency section” appropriate?

- Should the setback be based on actual building heights, instead of max allowable height?
- Is it meant to supersede Section 708.B.2 and 708.B.3?

  - *2. Any Commercial use located adjacent to a residential use shall provide a buffer zone of not less than twenty (20) feet. The buffer zone shall be landscaped ….*
  - *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 …. Any multi-family development in the VC District that is adjacent to a single family use that is also in the VC District shall not be required to provide a fifteen (15) feet buffer zone.*

City of Essex Junction

Issue 5: Is the proposed list of allowable Primary Materials (75% of façade) appropriate?

VC District:

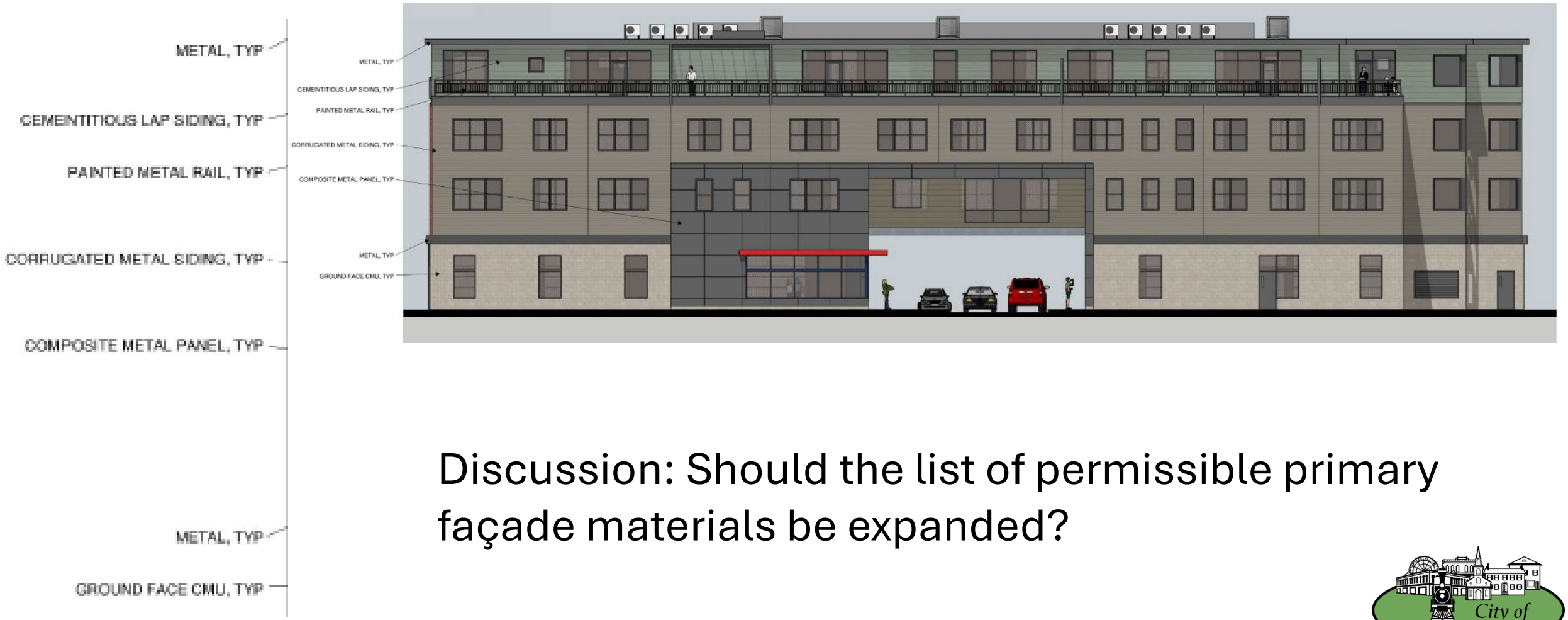
- Wood
- High-quality fiber cement siding
- Brick
- Natural stone
- Stucco

TOD District:

- Wood
- High-quality fiber cement siding
- Brick
- Natural stone
- Stucco
- Certain metals (copper, titanium, or stainless steel)

This primary façade would be permissible in the Village Center

This primary façade would NOT be permissible in the Village Center



Discussion: Should the list of permissible primary façade materials be expanded?

City of Essex Junction

Metal siding?

City of Essex Junction

Issue 6: Consideration of FBC Landscaping Requirements

- Does the minimum Landscape Performance Score need be calibrated to align with the existing 2-3% cost requirement?
- Should this supersede the LDC's existing landscaping requirements (3% of estimated overall project cost), or be an additional requirement to meet?

Planting Schedule

Street & Parking Lot Trees

Qty.	Code	Scientific Name	Common Name	Size	Spec	Notes
4	AFA	ACER x freemanii 'Autumn Fantasy'	Autumn Fantasy Maple	2" Cal.	B&B	
4	AFC	ACER x freemanii 'Celebration'	Celebration Maple	2" Cal.	B&B	
5	ASGM	ACER saccharum 'Green Mountain'	Green Mountain Sugar Maple	2" Cal.	B&B	
3	ARRP	ACER rubrum 'Redpointe'	Redpointe Maple	2" Cal.	B&B	
1	BNH	BETULA nigra 'Heritage'	Heritage River Birch	2" Cal.	B&B	
2	GBAG	GINKGO biloba 'Autumn Gold'	Autumn Gold Ginkgo	2" Cal.	B&B	
5	GTI	GLEDITSIA triacanthos f. inermis 'Imperial'	Skyline Honeylocust	2" Cal.	B&B	
1	NS	NYSSA sylvatica	Black Tupelo	2" Cal.	B&B	
3	UJW	ULMUS japonica x wilsoniana 'Accolade'	Accolade Elm	2" Cal.	B&B	
4	ZS	ZELCOVA serrata 'Green Vase'	Green Vase Zelkova	2" Cal.	B&B	

Trees

Qty.	Code	Scientific Name	Common Name	Size	Spec	Notes
5	AL	AMELANCHIER laevis	Allegheny Serviceberry	8' Ht.	B&B	
12	ARRR	ACER rubrum 'Red Rocket'	Red Rocket Maple	1 3/4" Cal.	B&B	
1	ATP	ACER truncatum x platanoides 'Crimson Sunset'	Crimson Sunset Maple	2" Cal.	B&B	
6	BPS	BETULA papyrifera 'Select'	Select Paper Birch	10' Ht.	B&B	multi-stemmed
4	GBPS	GINKGO biloba 'Princeton Sentry'	Princeton Sentry Ginkgo	3" Cal.	B&B	
4	GTH	GLEDITSIA triacanthos f. inermis 'Halka'	Halka Honeylocust	2" Cal.	B&B	
1	QC	QUERCUS coccinea	Scarlet Oak	3" Cal.	B&B	
4	TOE	THUJA occidentalis 'Elegantissima'	Elegantissima Arborvitae	5' Ht.	B&B	

Shrubs

Qty.	Code	Scientific Name	Common Name	Size	Spec	Notes
7	AMAM	ARONIA melanocarpa 'Autumn Magic'	Autumn Magic Black Chokeberry	36" Ht.	#3 Cont.	
13	CA	CLETHRA alnifolia 'Ruby Spice'	Ruby Spice Summersweet	3' Ht	B&B	
1	HV	HAMAMELIS vernalis	Vernal Witch-hazel	4' Ht	B&B	
2	MP	MYRICA pensylvanica	Northern Bayberry	24" Ht.	B&B	
2	MSRS	MAGNOLIA stellata 'Royal Star'	Royal Star Magnolia	4' Ht.	B&B	
25	RAG	RHUS aromatica 'Gro-Low'	Gro-Low Fragrant Sumac	18" Ht.	#3 Cont.	
5	SA	SYMPHIOCARPUS albus	Common Snowberry	3' Ht.	B&B	
3	SJRP	SYRINGA josiflexa 'Red Pixie'	Red Pixie Lilac	30" Ht.	B&B	
22	TME	TAXUS x media 'Everlow'	Everlow Yew	18"	#3 Cont.	

Ornamental Grasses, Perennials, and Dwarf Shrubs

Qty.	Code	Scientific Name	Common Name	Size	Spec	Spacing	Notes
	DH	**DAYLILY MIX**					Massings of 4 or more
27	HAV	HEMEROCALLIS 'Ann Warner'	Ann Warner Daylilies	Clump	#2 Cont.	30" O.C.	
26	HHR	HEMEROCALLIS 'Happy Returns'	Happy Returns Daylilies	Clump	#2 Cont.	30" O.C.	
27	HAF	HEMEROCALLIS 'Hearts' Afire'	Hearts' Afire Daylilies	Clump	#2 Cont.	30" O.C.	
27	HB	HEMEROCALLIS 'Prairie Blue Eyes'	Prairie Blue Eyes Daylilies	Clump	#2 Cont.	30" O.C.	
	HH	**HOSTA MIX**					Massings of 6 or more
33	HSS	HOSTA 'Gold Standard'	Gold Standard Hosta	Clump	#2 Cont.	18" O.C.	
100	HH	HOSTA 'Halcyon'	Halcyon Hosta	Clump	#2 Cont.	18" O.C.	
	IM	**IRIS MIX**					Massings of 5 or more
29	ISM	IRIS sibirica 'Blue Moon'	Blue Moon Iris	Clump	#2 Cont.	18" O.C.	
28	ISP	IRIS sibirica 'Perry's Blue'	Perry's Blue Iris	Clump	#2 Cont.	18" O.C.	
19	ANA	ASTER novae-angliae 'Purple Dome'	New England Aster	Clump	#2 Cont.	18" O.C.	Massings of 3 or more
48	DCG	DESCHAMPSIA caespitosa 'Schottland'	Golden Hair Grass	Clump	#2 Cont.	30" O.C.	Massings of 5 or more
81	PA	POLYSTICHUM acrostichoides	Christmas Fern	Clump	#2 Cont.	18" O.C.	Massings of 4 or more
30	PALG	PICEA abies 'Little Gem'	Little Gem Norway Spruce	Clump	#3 Cont.	15"	Massings of 3 or more
15	PALS	PETROVSKIA atriplicifolia 'Little Spire'	Little Spire Russian Sage	Clump	#2 Cont.	24" O.C.	
65	PVS	PANICUM virgatum 'Shenandoah'	Shenandoah Switch Grass	Clump	#2 Cont.	24" O.C.	
89	SH	SPOROBOLUS heterolepsis	Prairie Dropseed	Clump	#2 Cont.	30" O.C.	Massings of 3 or more

Green Roof Planting

Qty.	Code	Scientific Name	Common Name	Size	Spec	Remarks	Notes
40	AG	ANDROPOGON gerardii	Big Bluestem	Clump	#2 Cont.	24" O.C.	Massings of 3 or more
50	AT	ASCLEPIAS tuberosa	Butterfly Weed	Clump	#2 Cont.	18" O.C.	Massings of 5 or more
25	CAKF	CALAMAGROSTIS x acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	Clump	#2 Cont.	30" O.C.	Massings of 3 or more
15	CV	CLEMATIS virginia	Virgin's Bower Clematis	Clump	#3 Cont.	30" O.C.	Perimeter of green screen
50	FGB	FESTUCA glauca 'Elijah Blue'	Elijah Blue Fescue	Clump	#1 Cont.	18" O.C.	Massings of 6 or more
45	LS	LIATRIS spicata	Blazing Star	Clump	#1 Cont.	24" O.C.	Massings of 5 or more
50	PC	PHLOX divaricata	Wild Phlox	Clump	#2 Cont.	18" O.C.	Massings of 6 or more
25	PV	PANICUM virgatum 'Shenandoah'	Shenandoah Switch Grass	Clump	#2 Cont.	30" O.C.	Massings of 5 or more

revisions	date	revisions	date
site plan revisions and parking study per review	01/07/2019		

T. J. Boyle Associates, LLC
landscape architects • planning consultants
301 college street • burlington • vermont • 05401 802•658•3555 http://www.tjboyle.com

MJB/JH design by	MJB/JH drawn by	11/05/18 date	Chittenden Crossing
MJB checked by	1" = 20' scale		Planting Plan

sheet no: L-300

City of Junction

Landscape Performance Scoring Table

Site Landscape Components		*Component Amount - Area (in square feet) or Number of Plants/Trees*	Performance Factor	*Component Score (Component Amount x Performance Factor)*
Planted Areas	Planted areas with soil depth less than 24".	*Area*	10	
	Planted areas with soil depth of 24" or greater.	*Area*	60	2734 + 400 + 800 + 740 + 480 + 920 + 200 + 200 + 350 + 400 + 300 + 200 + 400
	Bioretention Facilities	*Area*	100	
Small Plantings, Shrubs, and Perennials	Mulch, ground cover, and other plants less than 2' tall at maturity.	*Area*	10	
	Medium shrubs or perennials 2-4' tall at maturity	*Number of plants*	270	8100
	Large shrubs or perennials 4' tall or greater at maturity	*Number of plants*	1,080	3240
Trees	Trees with canopy spread of 8-15'	*Number of trees*	2,250	47,250
	Trees with canopy spread of 16-20'	*Number of trees*	7,500	30,000
	Trees with canopy spread of 21-25'	*Number of trees*	17,500	192500
	Trees with canopy spread of 26' or more	*Number of trees*	31,500	1,197,000
	Preservation of existing trees – must have trunks with 6" diameter or greater at 4' above the ground	*Number of trees*	24,000	
Green Roofs	Green roofs with less than 4" of growth medium.	*Area*	20	
	Green roofs with 4-8" of growth medium.	*Area*	30	
	Green roofs with 8" or more of growth medium.	*Area*	40	560 + 968 128 + 286 = 1940 = 41600
Permeable paving	Permeable pavers over soil or gravel with a depth of less than 24".	*Area*	20	
	Permeable pavers over soil or gravel with a depth of 24" or greater.	*Area*	40	
Bonuses	Landscaping with native plant species.	*Area*	30	
	Vegetation visible to passersby from adjacent right-of-way	*Area*	20	2000 40,000
	Structural soil systems	*Area*	50	
	Landscaped areas where at least 50% of annual irrigation needs are met through use of harvested rainwater or collected graywater.	*Area*	20	
			SCORE NUMERATOR *Add all Component Scores.*	1,519,690
			SCORE DENOMINATOR: Parcel Area (in square feet)	121,? 46,390.87
			LANDSCAPE PERFORMANCE SCORE ***Numerator / Denominator***	12.56

228,580

4643

City of Junction

Issue 6: Screening of At-Grade Parking Structure

G.2.a: "(a) At-grade structured parking is permitted only when located within the interior of the building and screened along all ground-floor street frontages by a liner building. Use of ground-floor frontages by pedestrian-oriented businesses is encouraged. See Figure 604-O."

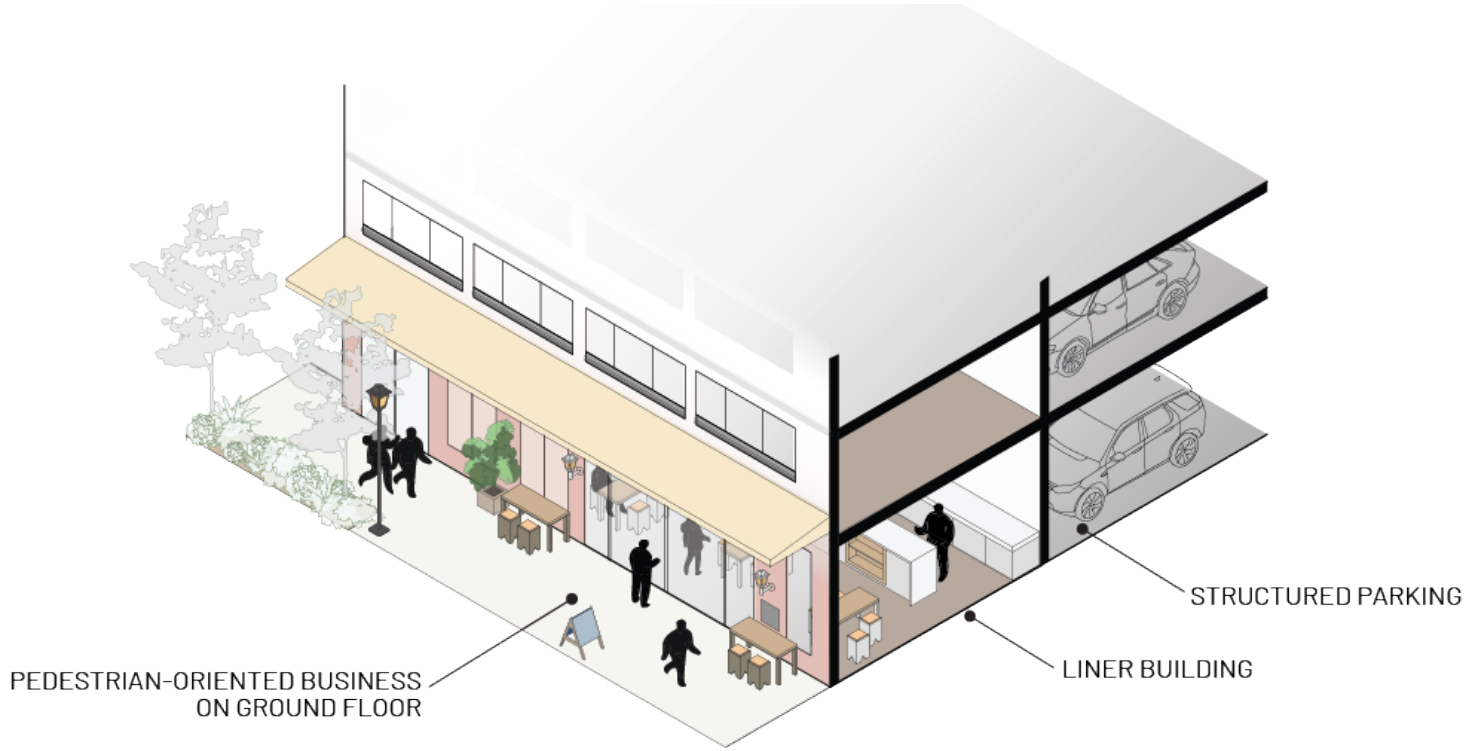


Figure 604-O. Structured Parking

City of Essex Junction

Discussion on parking design standards

- As drafted, the following examples from Winooski may not be permissible under the FBC:


106 E Allen
Google Maps

10 Manseau

City of Essex Junction

City of Essex Junction

2 Lincoln Street
Essex Junction, VT 05452-3154
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E: cyuen@essexjunction.org

MEMORANDUM

To: Planning Commission
From: Christopher Yuen, Community Development Director
Meeting Date: March 31, 2026
Subject: Potential Rezoning of FCCEJ Properties to Village Center (VC)

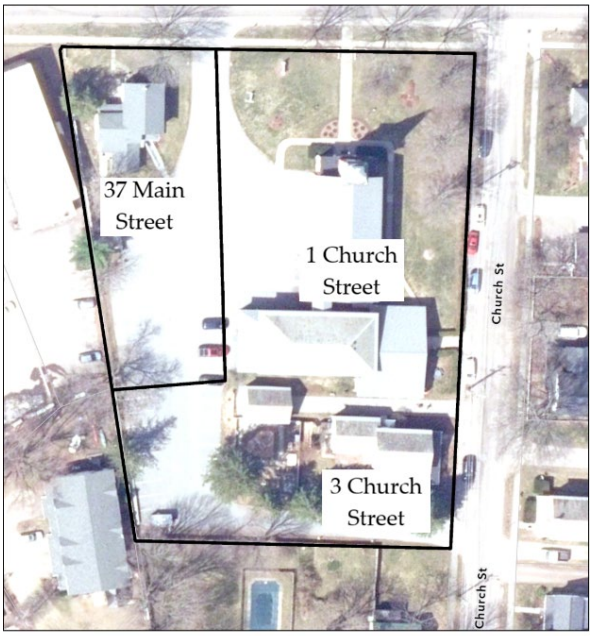
Issue: Introduction and discussion of a potential zoning map amendment to rezone one or both First Congregational Church of Essex Junction (FCCEJ) parcels from Residential-Office (R-O) to Village Center (VC).

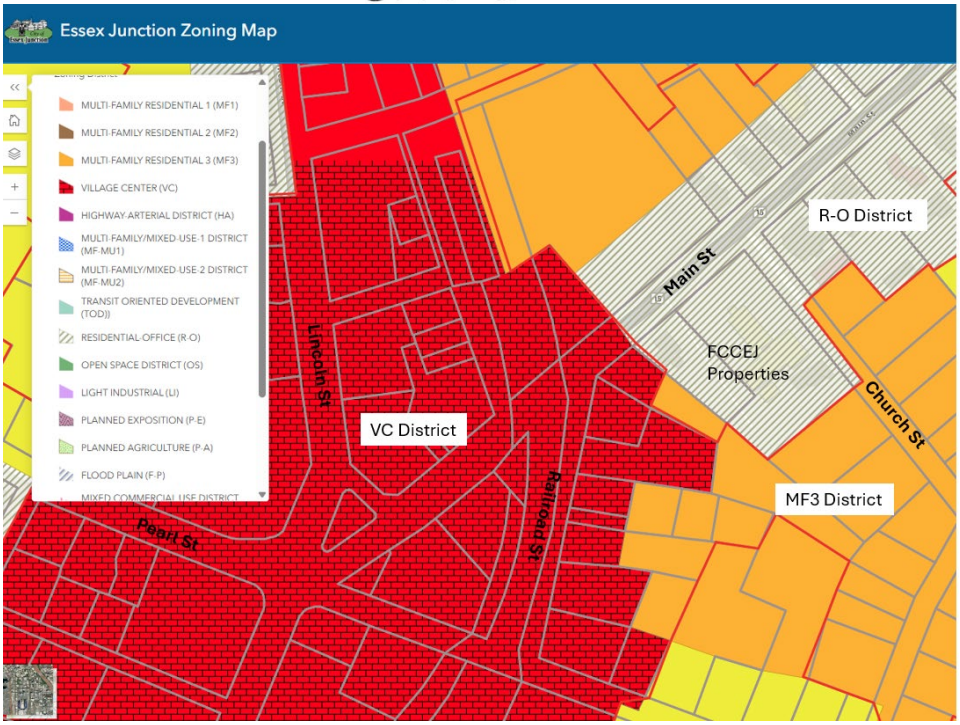
Discussion:
The First Congregational Church of Essex Junction (FCCEJ) has shared a vision to partner with a developer to introduce housing on its properties at 1 Church Street / 3 Church Street and 37 Main Street. The goal of this effort is to create a source of sustaining income for the organization while continuing to support and expand its community-serving mission. Based on initial conversations, staff understands that a redevelopment concept would likely include a mix of market-rate and affordable housing.

Staff has been in communication with FCCEJ leadership regarding the regulatory framework affecting these properties. The parcels are currently located in the Residential-Office (R-O) district but are immediately adjacent to the Village Center (VC) district.

As outlined in the attached March 25, 2026 letter to FCCEJ, the R-O district imposes significant limitations on residential density, lot coverage, and overall redevelopment potential. By contrast, the VC district is intended to support compact, mixed-use, pedestrian-oriented development and would allow substantially greater flexibility for housing development, while still subjecting the properties to Historic Preservation Overlay review.

The Commission is asked to consider whether a modest zoning boundary adjustment to include one or both FCCEJ parcels in the VC district is appropriate. This would represent a logical extension of the existing VC boundary and could support the City's broader goals of encouraging housing and reinvestment in and around the Village Center.





One consideration is the relationship between zoning and the City's Comprehensive Plan. The currently effective Future Land Use Map is largely a direct reflection of the existing zoning map. Rezoning these parcels would create a mismatch between the Future Land Use Map and zoning boundaries. However, Vermont's enabling statutes (24 V.S.A. Chapter 117) require that zoning bylaws be "in conformance with"

the municipal plan, which is interpreted as consistency with the plan's goals and intent rather than exact alignment.

The 2019 Comprehensive Plan describes the Village Center area as a compact, mixed-use core intended to accommodate growth, enhance walkability, and support economic and community vitality. The Residential-Office category, by contrast, is intended to support small-scale office use within residential structures while maintaining neighborhood character. Given the FCCEJ properties' location, existing intensity of use, and proximity to the Village Center, staff believes there is a reasonable argument that rezoning to VC would conform to the overall intent of the 2019 Comprehensive Plan, even if the Future Land Use Map is not amended immediately.
The Commission should also consider timing. Staff is currently working on updates to the Comprehensive Plan, with adoption anticipated in 2027. The Commission could:

- Advance a zoning amendment now as part of the 2026 Land Development Code update; or
- Defer consideration until after the Comprehensive Plan update, when the Future Land Use Map can be amended concurrently.

Advancing the rezoning in the near term could provide greater certainty to FCCEJ as they explore development partnerships and project feasibility. Deferring action would ensure full alignment between the plan and zoning but may delay potential redevelopment efforts.

Staff is seeking initial feedback from the Commission on the merits of this potential rezoning and whether it should be included in the upcoming round of zoning amendments.

Cost:
N/A

Recommendation:
Staff recommends that the Planning Commission discuss the potential rezoning of one or both FCCEJ parcels to the Village Center district and provide direction on whether staff should include this zoning map amendment in the 2026 Land Development Code update or defer consideration until after completion of the Comprehensive Plan update.

Attachments:

- March 25, 2026 Letter to FCCEJ Leadership
- March 26, 2026 letter from FCCEJ

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March 25, 2026

First Congregational Church of Essex Junction
1 Church Street
Essex Junction, VT 05452

Dear FCCEJ Leadership,

Thank you for sharing your vision for the future of the First Congregational Church of Essex Junction (FCCEJ) properties. The City of Essex Junction has reviewed the current regulatory landscape affecting your sites and wishes to give you a clear picture of your options, the constraints you will face, and a potential path forward through rezoning. This letter is intended to be informative rather than a formal regulatory determination, and we encourage you to follow up with our office to discuss next steps.

1. Your Properties and Their Historic Status

The City's review covers three properties on two lots associated with FCCEJ, all of which are listed on the Vermont State Register of Historic Places:

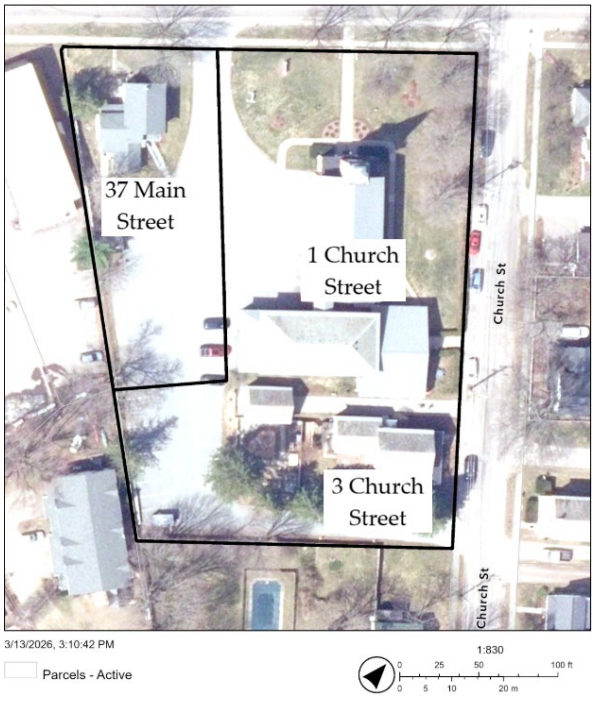


Figure 1: Plan view of FCCEJ properties. Approximate property boundaries have been highlighted in black for emphasis.

- **1 Church Street: The Church Building.** Originally constructed in 1867 with wood framing and clapboard siding, the building was encased in brick in 1913–14 and is the architectural centerpiece of the complex. Today it serves as a house of worship and a civic hub hosting several Christian congregations, a food pantry, preschool programs, and more than 20 community groups.

- **3 Church Street: The Parsonage.** Built in 1890, this clapboard residential structure sits on the same parcel as the church and includes a detached barn-style garage (c. 1895). The State Register describes it as a well-preserved vernacular-style home on a stone foundation.
- **37 Main Street: The Queen Anne House.** A two-story Queen Anne style home built in 1870, located on a separate parcel but owned and operated by FCCEJ as a donation- and volunteer-based thrift shop. It is situated southwest of the church and accessible via the church parking lot.

The listing of all three buildings on the State Register is a significant fact with regulatory consequences, described below. It is also an asset: historic designation can open doors to state and federal preservation tax credits and grant funding that could help offset rehabilitation or new construction costs.

2. What the Historic Preservation Overlay District Means for You

Because all three buildings are on the State Register, any development application (whether for additions, alterations, new construction on the site, or demolition) will be subject to Section 621 of the City's Land Development Code (LDC), the Historic Preservation Overlay District (HRO). This applies regardless of which zoning district your properties are ultimately in. Here is what that means practically:

Development Review Board (DRB) review is required.

Any application for construction, alteration, addition, or demolition must go through Historic Preservation Review at a public hearing before the DRB, conducted in conjunction with site plan approval. Routine maintenance that does not change appearance, materials, or color is exempt.

New additions are allowed but must meet specific design standards.

The LDC incorporates the Secretary of the Interior's Standards for Rehabilitation, which guide how additions must relate to original structures. The key requirements are:

- New additions must not destroy historic materials and must be visually distinguishable from original fabric. Distinctly contemporary additions are acceptable, but additions that pretend to look historic are not.
- New additions must be compatible with the massing, size, and scale of the historic structure.
- Additions must be designed so that, if removed in the future, the original structure would remain unimpaired.
- Historic character, including distinctive materials, finishes, and craftsmanship, must be preserved. Deteriorated features should be repaired rather than replaced.
- Construction or cleaning techniques that could damage historic materials (such as sandblasting) are prohibited.

In practice, this means housing additions or new residential buildings on your site are achievable, but they will need to be thoughtfully designed in dialogue with the DRB. Engaging a qualified architect with historic preservation experience early in the process is strongly recommended.

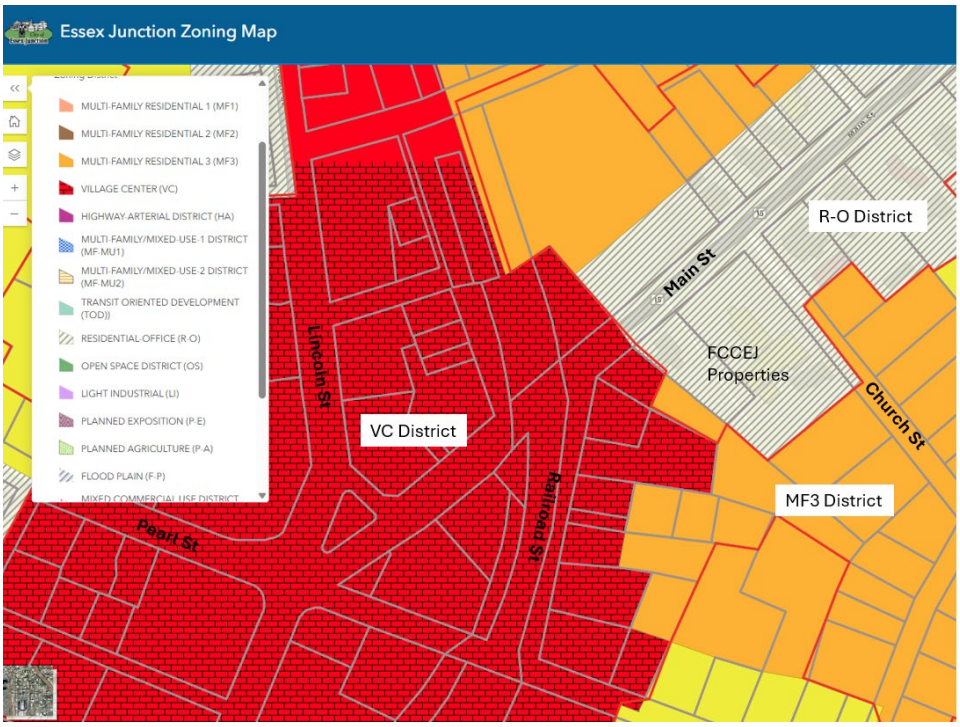
Demolition of any of the three buildings is discouraged and highly regulated.

The LDC is explicit that demolition of listed historic structures is a last resort. To pursue demolition, you would need to submit:

- A structural engineer's report assessing the building's integrity and the feasibility of rehabilitation;
- An economic feasibility report from a qualified professional demonstrating that rehabilitation is not financially viable;
- A statement of compliance with demolition standards.

Demolition can only be approved on grounds of proven economic hardship, structural failure, or a redevelopment plan providing significant community benefit. Even then, the historic structure must be documented per the Historic American Building Survey (HABS) standards, and construction of the replacement project must be fully financed and permitted before demolition can begin. We raise this so you have the full picture should you be considering demotion and replacement of either of these buildings.

3. Current Zoning: Residential-Office (RO) and Its Limitations



Both parcels (1 Church Street / 3 Church Street and 37 Main Street) are currently zoned Residential-Office (RO). The RO district is primarily intended to allow small professional office conversions of existing residential structures while maintaining neighborhood character. It is not designed for dense residential redevelopment. The relevant constraints are:

- **Maximum 6 dwelling units per lot.** The RO district caps residential density at six units per lot across no more than two principal structures. This is a hard ceiling.

- **40% maximum lot coverage (which you already exceed).** Both properties currently exceed the RO district's 40% lot coverage limit. This includes all structures and impermeable surfaces such as parking areas.
- **35-foot / 3-story height limit.** Building height is capped at three stories or 35 feet.
- **Setback requirements.** Minimum 15-foot front yard, 8-foot side and rear yard setbacks apply, further constraining buildable area on already-tight urban lots.

The RO district, in short, was not designed for the kind of income-generating, dense residential development your organization is envisioning. Pursuing housing growth under RO would require working within strict dimensional limitations and would still result in a low unit count.

4. The Case for Rezoning to Village Center (VC)

We believe there may be strong case to rezone one or both FCCEJ parcels from RO to the Village Center (VC) district. This would likely first require a change to the future land use map in the City's comprehensive plan, so that any subsequent zoning amendment is in alignment.

Why the VC district fits your situation: Your properties already sit directly on the border of the VC district. Rezoning them would be a modest, logical extension of an existing boundary rather than a fundamental change in the character of the area. The VC district is designed for the kind of compact, mixed-use, pedestrian-oriented, dense residential development that we believe your organization is seeking to achieve.

What the VC district offers that RO does not:

- **No maximum density.** The VC district does not cap dwelling units per lot. The only practical limits are the ability to meet setback, parking, lot coverage, and building height requirements as determined through Site Plan Review.
- **Flexible lot coverage.** Lot coverage in the VC is determined by the DRB through Site Plan Review rather than set as a fixed maximum. Given that you already exceed the RO limit, this is a significant advantage.
- **No setback requirements for commercial or mixed-use buildings.** This provides far greater flexibility in how new structures relate to the street and to existing buildings.
- **Greater height allowance.** Buildings may rise to four stories or 58 feet. Affordable housing developments may be permitted up to five stories or 72 feet, subject to compliance with the Vermont Fire and Building Safety Code.
- **No minimum parking requirement.** While the DRB may require parking as part of Site Plan Review, there is no mandated minimum, which is valuable on constrained urban sites.

Rezoning to VC would not eliminate your historic preservation obligations; those attach to the State Register listing and apply in any zoning district. But it would remove the dimensional and density constraints that hinder the potential for housing infill on your properties.

We note that the VC district's design standards are probably well-suited to a historic church campus. The VC requires buildings to contribute to a pedestrian-friendly streetscape, be at least two stories, and reflect the architectural character of the surrounding area, all of which align naturally with the scale and setting of the FCCEJ complex.

We also note that that the City is currently drafting some changes to the VC zoning district which would allow for further increases in allowable height, paired with stricter design standards. Given the spatial constraints of your property, we do not anticipate that the additional height allowance beyond the existing four-story height limit will impact the feasibility of redevelopment on your property.

5. What a Rezoning Would Require

Rezoning is a legislative act initiated by the City, not a permit issued to an individual applicant. The process involves:

- A proposal from City planning staff, initiated with input from property owners and the public;
- Review and recommendation by the Planning Commission;
- Consideration and adoption by the City Council through a warned public hearing process.

The City is open to exploring a rezoning application for your properties. Because the change involves a modest boundary adjustment that logically reflects existing land use patterns and the City's Comprehensive Plan goals for increased density near the Village Center, we believe it is a reasonable and defensible proposal. We would work with you throughout the process.

6. Summary of Your Main Options

In practical terms, you have three broad paths forward, which are not mutually exclusive:

Option A: Pursue housing development under current RO zoning.

This is possible but significantly constrained. You would be limited to 6 total units per lot, would need meet lot coverage requirements, and would still be subject to full Historic Preservation Review. This path is unlikely to generate the income scale your organization is seeking.

Option B: Request rezoning to VC, then pursue development.

Rezoning would remove density and dimensional barriers, align your properties with the City's Comprehensive Plan objectives, and position you to pursue a more significant residential development. Historic preservation obligations would remain, but you would have far more flexibility in what you can build.

Option C: Pursue adaptive reuse and preservation-based financing.

Regardless of zoning, your State Register listing makes your properties potentially eligible for Vermont historic preservation tax credits and federal Historic Tax Credits. These are significant sources of financing for rehabilitation and new construction projects on historic sites. Before committing to a development approach, it may be worth consulting with a preservation consultant or developer experienced with tax credit projects.

7. Recommended Next Steps

We recommend the following as a starting point:

- **Continue to coordinate with city staff on the potential rezoning.** We are currently working through a comprehensive plan update and a set of related zoning amendments over the next year.
- **Consult a real estate professional to assess development feasibility.** Before investing in design or permitting work, it is worth engaging a real estate advisor familiar with Vermont's development market to evaluate what kind of project is financially viable on your site, what density makes sense, and how to structure any development partnership.
- **Consult a preservation architect.** Any development on your site will require DRB Historic Preservation Review. Engaging an architect with historic preservation credentials early will save time and strengthen your application.
- **Explore tax credit financing.** Vermont and federal historic tax credits can be substantial. A developer or consultant familiar with these programs can help you assess feasibility.

We recognize that FCCEJ plays an important role in the life of Essex Junction as a house of worship, community gathering space, food pantry, and home for dozens of community organizations. The City genuinely wants to help your organization find a sustainable path forward, and we believe rezoning combined with sensitive historic infill development could serve both your mission and the community's goals for housing growth near the City Center.

Please don't hesitate to reach out to our office with any questions. We look forward to working with you.

The relevant pages from the State Register of Historic Places for all three FCCEJ properties are attached. The City's Land Development Code, including Section 621 (Historic Preservation Overlay District), Section 609 (Residential-Office), and Section 604 (Village Center), is available at: https://www.essexjunction.org/codes/development-code.

Sincerely,

Christopher Yuen
Community Development Director
City of Essex Junction

March 26, 2026

Community Development Director
City of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452-3154

Dear Christopher Yuen,

Thank you for your letter of 25 March 2026. We, at the First Congregational Church of Essex Junction (FCCEJ), are very interested in pursuing Option B as you outlined in Section 6 of your letter. We feel that this would give us the greatest possibility to maintain a fiscally viable presence in Essex Junction while continuing to be an active participant in our vibrant community.

Toward that end, we would be happy to work with the City planning staff to further the rezoning of our FCCEJ properties from R-O District to VC District.

I look forward to working with you.

John R. Burnett Jr.
FCCEJ