

FINAL REPORT

Montpelier Country Club Road Site Actionable Plan

JUNE 28, 2023



PREPARED FOR



PREPARED BY



Table of Contents

1. Executive Summary	1
1.1 Goals for the Site	1
1.2 Due Diligence Findings	2
1.3 Concept Plan	2
1.4 Recommendations	4
2. Project History & Purpose	5
2.1 City Acquisition and Initial Due Diligence	5
2.2 Launching Master Planning	6
3. Community Context	7
3.1 Housing Crisis and Needs of Montpelier	7
3.2 Recreation Needs	9
4. Public Process	10
5. Due Diligence	12
6. Community Response	14
7. Concept Plan	17
8. Costs	20
9. Possible Financing Mechanisms	22
10. Recommendations for Next Steps	24
10.1 Processes	24
10.2 Working Groups & Partnerships	25
10.3 Planning	26
10.4 Due Diligence	27
10.5 Private Development Request for Proposals (RFP)	29
10.6 Consultant Recommendation Sequencing	30
11. Conclusion	31

Appendices **32**

- Appendix A: Preferred Concept Plan
- Appendix B: Due Diligence Reports
- Appendix C: Public Meeting Presentations
- Appendix D: City Council Presentations
- Appendix E: City Council Update Memos
- Appendix F: Public Meeting Frequently Asked Questions
- Appendix G: Public Engagement Materials
- Appendix H: Community Feedback Summaries
- Appendix I: Housing Committee Presentation

List of Tables

TABLE 1. **Order of Magnitude Cost Estimates (2023)** 21

TABLE 2. **Sources of Capital/Debt Service** 22

TABLE 3. **Total 20-Year Cost or Surplus** 23

List of Figures

FIGURE 1. **Preferred Concept Plan—Concept A** 3

FIGURE 2. **Monthly Housing Costs as a Percentage of Household Income** 8

FIGURE 3. **Average Real Estate Transactions (2018–2022)** 8

FIGURE 4. **Preferred Concept Plan—Concept A** 18



1

Executive Summary

The Country Club Road site, located on the east side of Montpelier, was acquired by the City in 2022 for the purposes of promoting and providing the development of housing and recreational opportunities. This Actionable Plan is the result of nine months of public process, due diligence, and conceptual visioning to provide a road map for the next phases of the City's work.

The following summarizes the goals that emerged from the community conversations and that have been endorsed by City Council, the findings from the site due diligence, input from the community, the conceptual Vision for the potential development along with an overview of the preliminary financials, and the consultant team's recommendations for the future planning steps.

1.1 Goals for the Site

Emerging out of a robust, transparent, and inclusive public process, the following are the goals adopted by the City Council as the top priorities for the Country Club Road site:

- » Address the high housing need by providing a mix of housing product with affordable, workforce, and market rate units
- » Address the need for indoor and outdoor recreational opportunities, including a comprehensive recreation and community facility, as well as fields, courts, and other such uses
- » Balance the above with:
 - Conservation/Open space
 - Incorporate of spaces for Abenaki recognition, celebration, and education
 - Amenities for the new residential communities (i.e., community gardens)

- Trails
 - Gathering spaces (i.e., amphitheater, playground, gazebo, etc.)
 - Connection of wildlife corridors
 - Connection to surrounding parcels and City infrastructure (i.e., bike path, traffic patterns, public transit, and potential future vehicular access north or west)
- » Minimize impact on the climate by utilizing and leveraging technologies and best practices for energy efficiency and energy generation
- » Minimize financial impacts to taxpayers

These are the most essential elements of the Phase 1 planning effort and should serve to guide the City Council and staff in directing and navigating the development of this site. An illustrative concept plan was developed and is included within this document as a vision for how these goals might be accomplished.

1.2 Due Diligence Findings

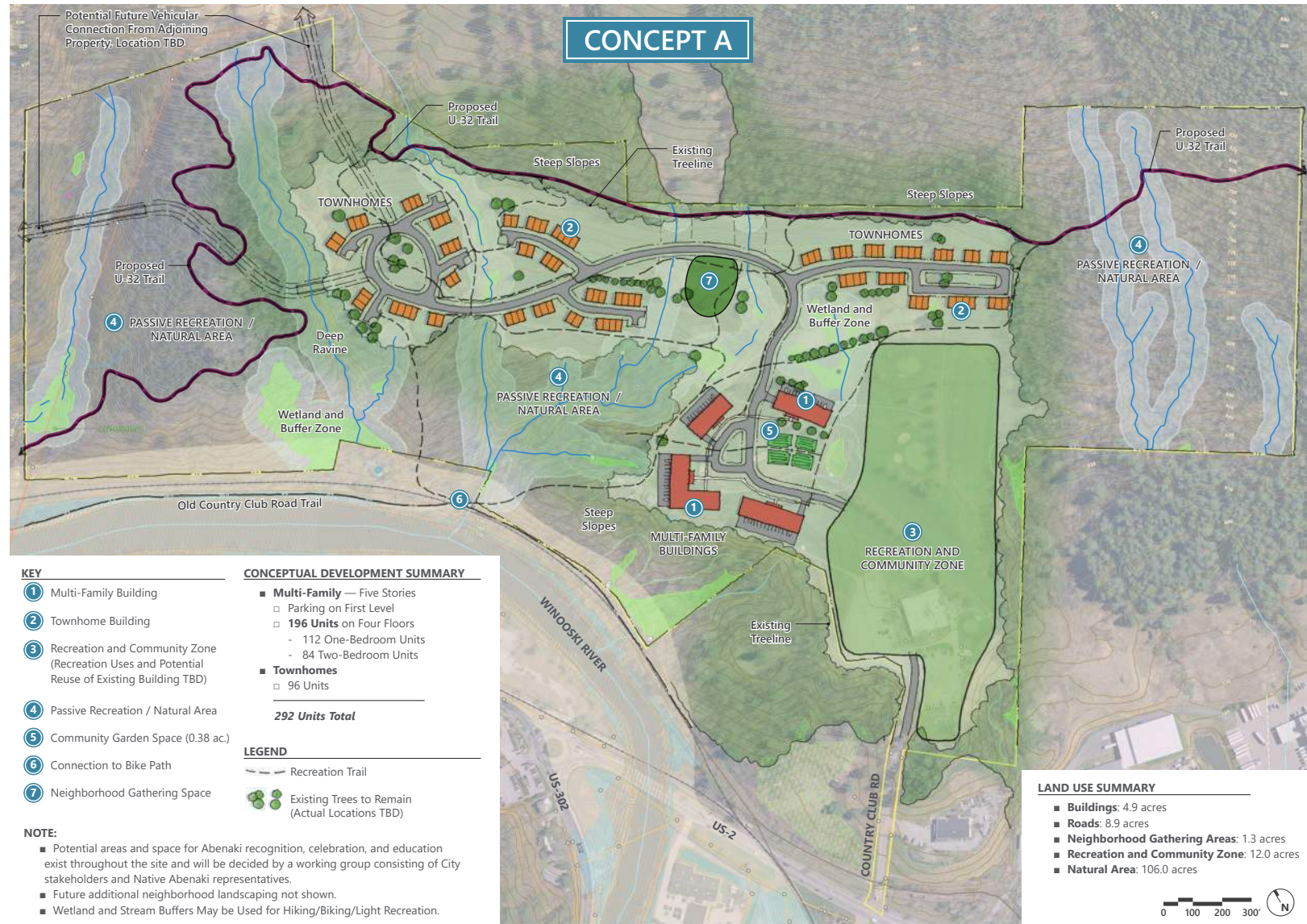
The consultant team conducted due diligence on the site's properties in Fall 2022. The following are the highlights from the studies (discussed more in the body of the report below):

- » There are several streams, wetlands, and primary agricultural soils on the property, each of which have required buffers and/or restrictions associated with them.
- » Six small areas were identified as sensitive for pre-Contact Native American sites, all of which appear to be located outside of the buildable areas of the selected concept plan and thus are likely avoidable.
- » A traffic assessment suggests that with significant development such as the density of units shown in the concept plan, a roundabout or signal would likely be warranted at the US 2/Country Club Road intersection.
- » There are well-known issues of limited access and poor accessibility to this site that will need to be addressed, including a secondary form of access connecting north or east to be carefully assessed in a future phase of planning.
- » The existing Elks Club building on site is in relatively good condition and could be reused, with some limitations.
- » The site has access to water, wastewater, power, and other infrastructure to support some new development, but upgrades maybe needed based upon the intensity of construction that is proposed.

1.3 Concept Plan

The ultimately selected concept plan sets forward a vision for how this site could be developed to achieve the aforementioned goals. This concept plan includes 292 units of housing across multi-family buildings and townhouses on approximately 14% of the site, a Recreation and Community Zone to be programmed and designed in a further stage, trails, roads, conserved areas, and more. The City's cost of the infrastructure to support this level of housing development could be approximately \$18M, which will require additional research, planning, and design before more refined estimates can be developed. Possible financing mechanisms for this type of infrastructure could include a municipal-only Tax Increment Financing (TIF) District, water and sewer fees from the housing development itself, or a State TIF District.

Figure 1: Preferred Concept Plan—Concept A



Country Club Road Site Master Plan — Concept A
 Concept Plans — May 2023

NOTE: Plan for illustrative purposes only. This concept plan is a vision for the goals articulated in the Actionable Master Plan, June 2023. The exact layout, density, and land planning is subject to change as the plans evolve with a development partner or partners.



1.4 Recommendations

To advance the planning work to achieve the goals for this site, the City will need to undertake further due diligence and analysis. The tasks and stages include processes, working groups and partnerships, further due diligence, planning, and recommendations for the Request for Proposals (RFPs). The consultant team has broken out these recommendations in the body of the report and organized a prioritization for the City to consider. Tier 1 tasks are recommended as such for time-sensitivity and, in some cases, relate to threshold issues that must be resolved in order to advance the project. Tier 2 and 3 tasks are no less important, but are generally sequentially more appropriate in a future phase.



2

Project History & Purpose

2.1 City Acquisition and Initial Due Diligence

In the fall of 2021, the City was approached by a community organization, The Hub, which was interested in developing a recreational complex at the former Elks Club Golf Course. They were already in negotiations to purchase or lease a portion of the parcel from the owner, but these costs were a barrier to moving their project forward. At the same time, the City was seeking alternative locations for a new recreation center as the existing facility was deemed to be too small. A conversation was started to explore whether a partnership could be established to co-locate City and Hub recreation facilities and share development costs. As discussions progressed, the City realized that purchasing the former Elks Club property was a possibility to achieve some long-desired housing development as well as an opportunity to secure one of the largest undeveloped parcels in Montpelier. The City put forward to the voters a bond not to exceed \$2M and committed an additional \$1M from their recreation center fund for the purchase of the property.

Voters approved the bond, and a purchase and sales agreement was signed in April 2022. To gather feedback from the community, the City hosted an online forum which saw over 150 people participate. Feedback from the community on the redevelopment potential of the site included a desire for housing, a new municipal recreation center, outdoor recreational activities, and green space. The City then closed on the purchase of the property in early July 2022.

The 133-acre parcel is located in the southeastern part of the City. It is accessed only by Country Club Road from East Montpelier Road (US Route 2) and contains one 15,688 square foot commercial building that is 60 years old. The parcel is a mix of open and wooded lands with approximately 50 acres of open land and approximately 83 acres of woods. The site is bookended by undeveloped

forest to the east and west while most of the northern boundary comprises a mixture of residential and undeveloped parcels. The southern boundary is shared by a mix of commercial enterprises and a rail line.

A Phase I Environmental Site Assessment was completed by Stone Environmental, Inc. in April 2022 which documented two Recognized Environmental Conditions, the presence of a used fuel, gasoline, and diesel above-ground storage tank near the maintenance garage, and historical use of the property as a golf course with application of herbicides and pesticides. The site was enrolled into the Vermont Department of Environmental Conservation's (DEC's) Brownfields Reuse and Environmental Liability Limitation Program (BRELLA) in June of 2022.

2.2 Launching Master Planning

The City issued an RFP in June 2022 for a consultant team to manage the master planning and direct the next steps for implementation. The main deliverable for Phase 1 is an actionable plan with recommended land uses informed by a robust community engagement process and proposed implementation strategy.



3

Community Context

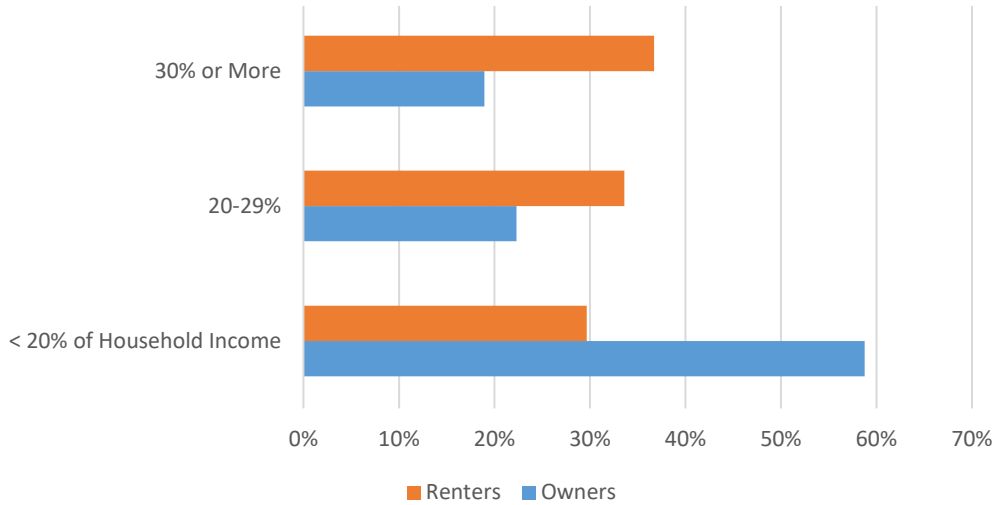
3.1 Housing Crisis and Needs of Montpelier

It is a common understanding among the public and the consulting team that the State of Vermont and much of the United States is suffering from a lack of adequate, affordable housing supply. The creation of housing at affordable and livable price points is of major concern and importance in Montpelier.

An important tension to consider is that the housing needs in the community are ever-evolving, and it is possible that what is needed in 2023 is not what Montpelier will need by the time a development partner can begin building. The City knows that market demand will ultimately need to be demonstrated by development proposals that should be evaluated against identified community needs at the time.

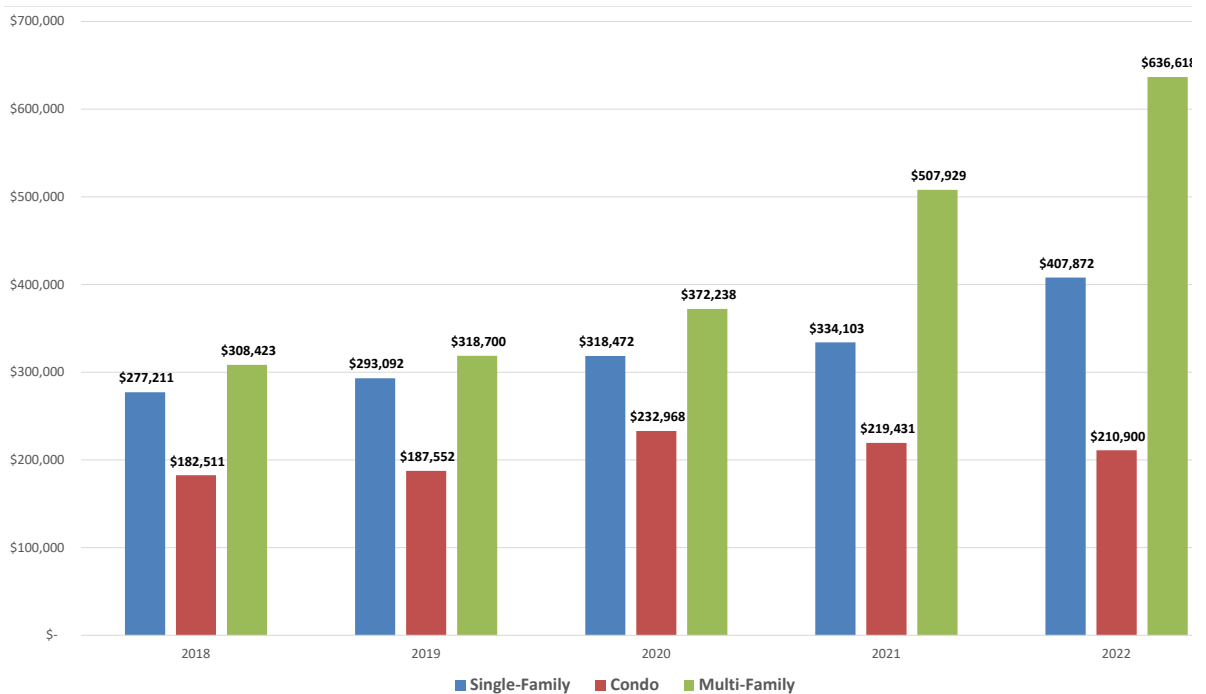
As part of this master planning effort, the City worked closely with the Regional Planning Commission to provide a snapshot of the community and housing metrics. Like many communities around the state, Montpelier is an aging community. It is also estimated that 37.5% of renters (according to 2021 ACS data) are paying more than 30% of their income, the state threshold used to determine housing affordability. Home ownership in Montpelier in the past year saw some milestones too. Real estate transactions through November 2022 show an average sale price of \$408,000 for a single-family residence with a 147% increase (47) of transactions over \$400,000 from the previous high in 2020.

Figure 2: Monthly Housing Costs as a Percentage of Household Income



(Source: U.S. Census Bureau, 2017–2021 American Community Survey 5-Year Estimates)

Figure 3: Average Real Estate Transactions (2018–2022)



The Vermont Housing Finance Agency (VHFA) recently found² that approximately 30,000–40,000 units of housing are needed statewide to close the housing gap. Applied per capita to the City of Montpelier (which has 1% of the state’s population), approximately 300–400 units would be needed to close the gap in the City. However, considering that this is the State capital, County seat, and regional growth center, the need for housing in Montpelier is likely higher.

² Vermont Housing Finance Agency (2023, Jan 25). 30,000 to 40,000 more Vermont homes needed by 2030. <https://www.vhfa.org/news/blog/30000-40000-more-vermont-homes-needed-2030>

3.2 Recreation Needs

Because of the historic and current uses of the site, this property is well-suited for recreation. The City purchased the land with that intent, which led to the work in this phase. The exact gap in outdoor and indoor recreational supply and demand, however, was being evaluated further during this phase of work as a separate effort and considered questions such as:

- » What square footage of what types of spaces are needed?
- » How many fields are needed?
- » What is the usage currently between recreation and schools?

The community's vision for the future of recreation relative to the location of a facility and the possible uses of the existing facility at the Country Club Road site had also not been identified with any intentional process.

- » What should happen to the existing building?
- » What will the location be for a new combined facility for recreation and other community services?
- » Should the existing building be repurposed, or could there be a more efficient and sustainable solution with a new layout, or new facility?

These are some of the questions that have been taken up in a separate, but parallel process that emerged during the course of this Phase 1 master planning work. The City management and Recreation Department have been working toward answering those questions. As discussed in the recommendations below, a more specialized effort (possibly a working group comprised of stakeholders) should continue the work toward obtaining the data to evaluate such a significant City investment and begin assessing the potential programming and usage within the Country Club Road site.



4

Public Process

This actionable plan was developed with an extensive public engagement process which is summarized below. Public forums were held during three stages of the planning process:

» **Fall Stage**

- Saturday, October 15, 2022, on-site at Country Club Road
- Wednesday, October 19, 2022, via a hybrid meeting at City Hall and on Zoom
- Thursday, October 27, 2022, on Zoom

» **Winter Stage**

- Saturday, January 28, 2023, on-site at Country Club Road
- Thursday, February 2, 2023, via a hybrid meeting at City Hall and on Zoom
- Thursday, February 9, 2023, on Zoom

» **Spring Stage**

- Saturday, April 29, 2023, on-site at a Country Club Road
- Wednesday, May 3, 2023, via a hybrid meeting at City Hall and on Zoom
- Monday, May 8, 2023, on Zoom

In each stage of meetings (fall, winter, and spring), the public engagement opportunities had three different formats (in-person, hybrid, and virtual) at three different time slots (weekend morning, weekday night, weekday lunchtime). This structure allowed for maximum availability for community members to participate. Community members were asked to RSVP for the on-site meetings so that

the planning team could adequately accommodate all who wanted to attend in person. The RSVP poll was not mandatory, but rather an informal planning mechanism for our team to gauge attendance ahead of events.

Materials and updated information were posted to the City's project website and were advertised via the following outlets:

- » Flyer distribution at civic, customer-facing, and residential establishments throughout the City, via Montpelier Alive! Business email list, Montpelier Recreation and Senior Activity Center newsletters, and Montpelier School District newsletters
- » Montpelier's Facebook page, Front Porch Forum, and the City's YouTube Channel and posted on the City's website
- » Press releases on:
 - October 5, 2023
 - January 4, 2023
 - April 17, 2023
 - April 25, 2023
- » A project-specific email subscriber list
- » Montpelier's Polco survey platform subscriber list
- » Announcements on WDEV Radio's Party Calendar
- » Meals on Wheels deliveries
- » Flyer distribution at the Capital City Farmer's Market in October 2022 and January 2023
- » Articles on the City's page in the Montpelier Bridge newspaper on October 5, 2022, and January 5, 2023
- » Shared with Capstone Community Action, Downstreet Housing & Community Development, and VT Housing Authority
- » Distributed to committee members via committee chairs and staff liaisons
- » Distributed through CAN coordinators in the Barre Street, Gallison Hill, and Colonial Drive neighborhoods
- » Displays at the Montpelier Recreation Building, Senior Center, the Kellogg-Hubbard Library, and on the main level of City Hall
- » Staffed information tables at the Capital City Farmer's Market on October 22, 2022, and in City Hall on Election Days in November 2022 and March 2023

Informational videos were shared in February 2023 and April 2023 to brief community members in a short format and Frequently Asked Questions (FAQs) were created and shared in November 2022, February 2023, and May 2023 following each engagement session. In smaller stakeholder meetings, the team met with various City committees, abutters to the site, and members of the board of The Hub throughout Phase 1. The team met with the City Council on October 1, 2022; January 18, 2023; March 22, 2023, and May 24, 2023, to give updates and seek direction for next steps.



5

Due Diligence

VHB’s environmental scientists performed a comprehensive review, fieldwork, and analysis of the Country Club Road site in the Fall of 2022 and prepared a technical summary, “Natural Resource Assessment Memorandum & Attachments,” which can be found in Appendix B. The resulting Natural Resources Map served as the base for the site concept planning, showing some of the potential opportunities and constraints. Most notably, there are several streams, wetlands, and primary agricultural soils on the property, which each have required buffers and/or restrictions associated as they relate to development. The implications for permit feasibility will be assessed in more detail within the next phase of work.

The “Archaeological Resources Assessment” prepared by Crown Consulting Archaeology (Appendix B) identified six small areas as sensitive for pre-Contact Native American sites. These six archaeologically sensitive areas occur in the undisturbed wooded section to the south and west of the golf course. As a result of their locations, it may be possible to avoid these archaeologically sensitive areas. If these areas cannot be avoided, then a Phase I site identification survey of the six sensitive areas, or at least those that will be disturbed, will be necessary.

A “Preliminary Traffic Assessment” prepared by VHB (Appendix B) provides baseline data and suggests that there is adequate capacity presently at the US 2 intersection with Country Club Road, but that with development intensities envisioned in the Master Plan concept plan, a roundabout or signal would likely be warranted at the intersection. The traffic assessment further discusses the well-known issue of limited access and poor accessibility. Traffic and access—including a secondary form of access connecting north or east—will need to be studied carefully in the next phase once there is a desired development plan to assess.

Black River Design prepared the “Elks Club Existing Facilities Report” (Appendix B). The intent of this assessment was to ascertain the condition of the existing building to gauge reusability for future community center or recreation needs. The findings of this report show that the building is in relatively good condition and could be reused with some limitations. For example, the low ratio of exterior wall surface area to floor area would limit the suitability for residential conversion and the existing ceiling heights limit some recreational uses. This assessment is being taken into consideration within the Recreation and Community Zone process, which is happening separately and concurrently with this Phase 1 of Master Planning.

The City also met with tribal representatives of the Abenaki community and included a site walk. These were introductory meetings to learn more about how the City can appropriately, respectfully, and proactively steward this land on behalf of all Vermonters, including indigenous people. Montpelier has special importance because as the State capital, it is the site of historic meetings and times of diplomacy between settlers and the indigenous populations of Vermont. The streams on this site have significance too, as there is undoubtedly depth of story that must be preserved and acknowledged in some way. The takeaway from the initial conversations is the importance of initiating a dialogue about heritage and indigenous populations on and adjacent to the Country Club Road site. Some ideas for inclusion of Abenaki celebration, recognition, and education on this site could include dedicated areas for gatherings with camping as an option, Abenaki-specific garden space, educational signage in natural areas and along trails, and/or permitted access for foraging. The recommendation is for the City to form a working group with Abenaki representatives to incorporate these options within the planning framework as the site design evolves.



6

Community Response

Over the course of the public sessions in the fall, winter, and spring, the community's input yielded many suggestions for uses, interests, priorities, and innovations. The summary of community feedback from the fall, winter, and spring rounds of outreach can be found in Appendix H, which captures the range of ideas that the City heard and considered throughout this process. The community feedback varied from the desire to have more starter homes at this location to the near-unanimous rejection of any large-scale commercial use in favor of only small-scale retail (if any) to support the neighborhood; from interest in geothermal technologies to increased collaboration with MyRide as a possible transit solution; from the importance of planning this site in conjunction with the abutting properties to the pros and cons of including a dog park.

Some of these ideas have been incorporated into the concept plan—such as the explicit intention to provide secondary egress via a connector road north or west at such time that housing density on this site dictates. Some of these ideas will be incorporated into future phases—such as encouraging innovative and energy efficient technologies in the future RFP process for housing development partners or naming transit and transportation as challenges to be explored early in the next phase to be more proactively solved at time of development.

Among the questions and feedback were some critiques and dissenting opinions about the process and the vision. The team provided context and more information wherever appropriate and possible. The project team acknowledges that, by its inherent nature, no public process will ever result in unanimous agreement.

Not surprisingly, housing and recreation were the top priorities heard from the community. Housing was a high priority not only as a solution to the crisis that is being felt nationally, statewide, and locally, but as the right fit for this particular property given the size of the parcel and the ability to accommodate other supporting and compatible uses. Large scale residential construction in Montpelier is limited because of topographical and flood plain challenges and the large underutilized surface parking lots owned by the State of Vermont who have indicated no desire to convey them for development purposes.

The community would like to see a mix of housing types on the Country Club Road site to help address the demand at many price points. Furthermore, the product should not isolate any particular demographic as much as is constructable and feasible. Multi-family housing, for example, has emerged as a need and desire of residents looking to downsize, residents with mobility issues, or residents who are looking to have a smaller environmental footprint. These units should be designed for many income levels, which can serve a diversity of residents to foster a rich community. Similarly, single family homes, built at a certain scale with City infrastructure support, can serve folks at many income levels, not just people or families above a certain income level.

While the community's preference for maximum building height ranged mostly from three to five stories, ultimately this is a decision that will depend largely on the proposed design by a development partner based on feasibility and optimized incorporation into the site. Increased height allowance can provide more flexibility with sustainable building design, improve financial modeling to increase affordability, create transit-supportive densities, and allow for more utilization of green space.

The recreational demands of the community also appear to exceed the supply of existing facilities across the City. Various outdoor and indoor recreation needs for all ages and many interests are not being served by the current venues and fields. What the process showed is an existing gap in the City's ability to serve the recreational demands of the community. When asked in the Spring survey, respondents favored the Country Club Road location for a Recreational and Community facility (54% indicating being "favorable" or "very favorable"). As mentioned above, these recreational needs are being explored and programmed in a separate, but parallel process.

Childcare was of specific importance to many community members and is an area of significant supply gap in the City and region. Many voiced the importance of quality childcare and the opportunities for synergistic collaboration with the other recreational and community uses at this site. How this may be accommodated is to be determined, but must be considered as part of the next phase of work.

Trails, conservation of natural areas, and open space areas were identified as priorities in site design by both the public and members of the City Council.

As is to be expected during any public process with widespread input, there were also dissenting opinions. Some folks preferred vastly more density of housing, some much less. Some folks did not agree this site should ever have been acquired by the City. Some didn't believe it to be the appropriate location for housing at all, while others did not believe that the City had a shortage of recreational spaces. This feedback can be seen in the summaries and raw feedback data from the three phases of public input. While we considered these opinions and acknowledge how strongly held they are by some participants, nonetheless a broader consensus emerged from the Phase 1 public input process that shaped the ultimate direction of this plan.

By the end of the spring (and final) stage of this process, the strongest community support was for a mix of housing product affordability, layout, scale, and style that varied by buildable area and strong support for substantive indoor and outdoor recreation. This is reflected in the concept plan described more below.

Goals for the Country Club Road Site

- » Address the high housing need by providing a mix of housing product with affordable, workforce, and market rate units.
- » Address the need for indoor and outdoor recreational opportunities, including a comprehensive recreation and community facility, as well as fields, courts, and other such uses
- » Balance the above with:
 - Conservation/Open space
 - Incorporate of spaces for Abenaki recognition, celebration, and education
 - Amenities for the new residential communities (i.e., community gardens)
 - Trails
 - Gathering spaces (i.e., amphitheater, playground, gazebo, etc.)
 - Connection of wildlife corridors
 - Connection to surrounding parcels and City infrastructure (i.e., bike path, traffic patterns, public transit, and potential future vehicular access north or west)
- » Minimize impact on climate by utilizing and leveraging technologies and best practices for energy efficiency and energy generation
- » Minimize impact to taxpayers



7

Concept Plan

A testament to the strength and success of public processes is the ability to achieve areas of common consensus among a large number of stakeholders. The concept plan incorporated within this Actionable Plan is the result of nine months of public process, community input, and City Council direction. While this is not a plan that has unanimous support, it addresses and incorporates many of the concerns and desires of those who participated in the process and represents the goals that were arrived at through the public process. This concept plan, however, should not be viewed in isolation from this Actionable Plan document. It is the combination of the vision and the findings and recommendations herein that will act as the roadmap for the City in the work to come.

The specifics of what this plan entails are described more fully below, but the purpose of the plan is to give shape to the desired usage, footprint, scale, and layout of the site. This plan sets the vision for the City to pursue and a basis for the conversations being recommended in the next phases of work. Without a vision and an illustrative representation of how many important features and project qualities could be accommodated within the site, it would be impossible to dig into the next layer of due diligence (e.g., permit implications or railroad crossing feasibility). This plan also sets the vision for working with development partners and lays a framework for expectations within proposals for the residential development.

To be clear, this plan is not a final land plan. The exact quantities of housing, the siting of the units, the exact layout of the road network—these are all conceptual at this phase. This plan is illustrative in nature and will be refined many times before any construction begins.

The elements that are captured in this plan are as follows:

- » Approximately 292 units of housing can be constructed on 4.9 acres of the site, providing an increased supply of high- and medium-density housing options.
 - The units shown are illustrative and represent four multi-family buildings (5 stories, including ground floor parking) and townhomes (2–3 stories, including ground floor parking). These townhomes could be duplexes, triplexes, or quadplexes. (Certain assumptions about these configurations have been made for the purposes of this concept plan, but as discussed elsewhere, the exact layout and unit count will be determined in a later phase.)
 - Note: This plan explicitly does not include any single-family homes. This was the desire of the City Council and the favored option by the public. That being said, the City should remain open to all housing product possibilities that may emerge as a result of the next phases and working with a development partner. Many factors could affect the ultimate design of the site and should be considered at such time by the City Council.
- » Conceptual road network (making use of existing golf cart paths wherever possible)
- » Conceptual trail network
- » Conceptual community gathering space location
- » Wetland and stream buffers
- » Existing mature trees intended to be retained
- » Recreation and Community Zone—twelve acres of the parcel being programmed and designed in a parallel process (which will dovetail with the rest of the Master Planning in a following phase)
- » Location of the U32 multipurpose trail currently planned by the Parks Department
- » Identification of the need for future secondary vehicular access (perhaps to the north or west, location to be determined)
- » Natural areas to be conserved and used for passive recreation (as they are today) totaling 80% of the entire site

Please note that there are elements to a final land plan that simply are not knowable at this phase and are thus not included on this plan. For example, the level of affordability of units or the number of bedrooms per unit will be determined at the time of partnership with a development partner. There is also no commercial square footage represented explicitly on the plan. It is not the City's intention to incorporate large-scale commercial on this site; rather, the City is open to proposals that incorporate some small-scale commercial within one of the buildings to provide services or essential needs for the residents and users of this site.

As stated above, the conceptual drawing is intended to be used in combination with this document. There are elements of the planning and vision that cannot be captured on a site plan. For example, the City would like to pursue incorporation of an Abenaki recognition or celebration site(s) on this property. But it is premature and inappropriate to site that on the map at this time. This should be done in conjunction with representatives from the Abenaki community, as is described elsewhere in this document.



8

Costs

For this master planning phase, the consultant team developed high-level cost estimates for the three concepts presented during the Spring stage of public engagement. These estimates represent the City's potential costs for investment in infrastructure to support and catalyze the type of housing and recreational development desired for this site. Private development costs are not included in these estimates.

The City has acquired this property for the opportunity to expand recreational uses, but also as an economic development initiative to drive the increase in housing stock. How the City ultimately will choose to invest in infrastructure to make this possible is yet to be determined. The following cost estimates, however, are based on the assumption that the City will build all of the infrastructure for the housing (not the development of the individual units or driveways) and they do not consider a purchase price for the land. This is a conservative assumption. (Ultimately, it is possible that the City may structure this differently with a development partner, but that is to be determined.)

The following figures will evolve as more information is gathered about the site, as site design advances, and as permitting and partnership conversations develop. These initial estimates include on-site infrastructure within the property limits, such as roads, sidewalks, trails, water and sewer lines, and the connector road to abutting parcel. The estimate also includes the cost to install a roundabout at the intersection of US 2 and Country Club Road, which is a higher cost than a signalized intersection. The off-site costs include an upgrade to the City's pump station and the water and sewer line upgrades required to extend increased service to Country Club Road. The cost of purchasing the property is already a sunk cost, but is included here to be comprehensive in the overall magnitude of the project. An estimate for due diligence is included to cover the soft costs associated with the development of this site. The hard construction cost estimates are current as of 2023 and came from VHB in consultation with the City's Department of Public Works.

Table 1: Order of Magnitude Cost Estimates (2023)*

Item	Cost
On-Site Infrastructure Cost	
New Roads, Sidewalks, and Trails	\$5,600,000
New Water and Sewer Lines	\$3,300,000
New Connector Road (location TBD)	\$2,900,000
Off-Site Costs	
New Signal/Roundabout at US 2 (likely needed)	\$2,000,000
Water/Sewer/Pump Station	\$1,500,000
Sunk Costs	
Purchase Price	\$3,000,000
Due Diligence	\$500,000
TOTAL	\$18,800,000

*Note: this table does not include the costs associated with developing the Recreation and Community Zone



9

Possible Financing Mechanisms

To address the question “how could the City afford to do this?,” this plan contemplates a few possible financing mechanisms. However, the mechanisms and possible funding streams identified in this master plan are purely conceptual given the unknown nature of the development and timing at this early stage.

The City invested \$1M from the Recreation Reserve Fund when purchasing the property. The following projections assume that an additional \$1.5M of grant funds could be available to a project of this nature from sources such as the Northern Borders Regional Commission, recreation grants for trails, federal dollars for recovery and revitalization, or discretionary congressional spending.

Table 2. Sources of Capital/Debt Service

Sources	Cost
Recreation Fund (already contributed toward purchase)	\$1,000,000
Possible Grants	\$1,500,000
Municipal Bond Needed	(\$16,300,000)
TOTAL	\$18,800,000

Three financing tools contemplated at this phase include municipal-only Tax Increment Financing (TIF)², water/sewer user fees, and a State TIF designation³. These mechanisms are well-suited for a municipality investing in infrastructure to incentivize economic development and vitality within a growth area.

- » **Municipal-Only TIF:** Using projections of incremental municipal tax generation for this property given the conceptual number of units, assuming a flat tax rate from FY 2023, and assuming a hypothetical cost of financing, there would be sufficient revenue to cover approximately 85% of debt service over the twenty-year life of the bond. Municipal TIF requires only local approval, so the likelihood is high of the ability to use this option if it is chosen in the future.
- » **Water/Sewer Fees (in combination with a Municipal-Only TIF):** If the water and sewer user fees for this property were to be committed to fund the debt service of the water and sewer infrastructure investments, there would be no need for an increase to the municipal tax rate. Again, this option requires only local approval, so the likelihood is high of the ability to use this option if chosen in the future.
- » **State-Approved TIF District:** If the City were to create a State-approved TIF District that included this parcel, the retention of 85% of incremental municipal tax revenue and 70% of the incremental state tax revenue from just this property would cover all of the projected debt service (including cost of financing) for the infrastructure to serve the residential development. If this private development was being done because of the City’s investment into the residential infrastructure (i.e., the roads, water, sewer, sidewalks, etc.) and because of the City’s decision to locate the Recreation and Community Center on this site, there would also be sufficient additional debt capacity for some of those recreational improvements as well. (It is essential that the City critically analyze whether the Recreation and Community Zone infrastructure is a contributing cause to the private development, as this is the intent of using Tax Increment Financing.) This option would require both a local vote of approval as well as approval by the Vermont Economic Progress Council (VEPC) Board so use of this tool is less assured.

Table 3. Total 20-Year Cost or Surplus

	Preferred Concept
If using Muni-Only TIF	-\$2.9 M
If using Muni-Only TIF + W/S fees	+\$2.6 M
If using State-designated TIF	+\$7.2 M

Given that this is such an early phase, the estimates in the table above are hypothetical and the figures are mostly illustrative. Any consideration of financing scenarios in the future should re-calculate all assumptions (i.e. municipal tax rates, tax retention percentages, bond terms, interest rates, etc.). With more due diligence and design detail, there is a potential for increased cost, but there could possibly be additional sources of revenue or financing mechanisms that become available as well. As the relationship also evolves with a development partner, the City should look critically at capacity and structure the partnership with some form of private contribution (i.e., purchase price of land, impact fees, development of some of the infrastructure privately, etc.).

² For more information about the Municipal Tax Increment Financing tool, please see the State Statute: <https://legislature.vermont.gov/statutes/section/24/053/01904>

³ For more information on what a Vermont TIF District is, please visit the Vermont Economic Progress Council website: <https://accd.vermont.gov/community-development/funding-incentives/tif>



10

Recommendations for Next Steps

The following are the consultant team’s recommendations to the City for the next steps and future phases of the Master Planning process. These recommendations have been organized by type of work to be done (i.e., processes, working groups and partnerships, due diligence, planning, and development partner Request for Proposals) and are not in sequential order or by order of prioritized recommendations by the team. This is not intended to be an exhaustive list, as there will be additional steps that cannot be anticipated at this time.

10.1 Processes

1. **City Review and Prioritization:** To advance this Master Planning process and keep the focus on actionable steps, the City Staff will need to meet as soon as is practicable following the adoption of this Master Plan to map out a plan of action. This should include creating the scope of Phase 2’s work and objective. Phase 2 could include all the steps before issuing the RFP (for example) or could be more comprehensive to include all the steps before breaking ground. The review of this plan and prioritization of the next steps should be evaluated critically within the context of the planning initiatives of the City overall. This team recommends that the City create a short-term action list based on these recommendations and assign responsibility to a City staff member(s) to oversee their advancement.

2. **Accounting Best Practices:** The City is advised to keep clear records of expenditures for the due diligence, development, and capital investments for this site. This includes professional services scopes, contracts, and invoicing, as well as staff time. Subcontracting some services through consultants may be appropriate in certain circumstances but should be evaluated in real time and should be well-documented. Should this become a TIF District project, some of these expenses may be eligible for reimbursement as capital costs or “related costs” and would require careful recordkeeping.
3. **Possible Future Contracts:** The next stages of the Master Planning process will likely require additional professional support, which may include environmental analysis, civil engineering, geotechnical investigations, transportation engineering, architectural analysis and design, project management, and legal counsel. These services should be procured according to City procurement procedures and should build upon the work of this first phase of the Master Planning process.

10.2 Working Groups & Partnerships

1. **Recreation & Community Zone Process and Working Group:** As described previously, the City has been working through a separate, but parallel, process to deepen the assessment of recreational needs in the community to better understand how this site may be able to address community resource challenges.
 - The City should continue to advance the planning and programming of the Recreation and Community Zone with input from a working group. Members of this group could include representatives from the Recreation Department and Recreation Advisory Board, as well as the Senior Center, Parks Department, and the School District.
 - The scope of work for this working group may include identifying the uses, space needs, optimized scheduling, and possible reuse of the existing building on site. The original Phase 1 Master Planning scope of services included a Recreation Facility Feasibility Study, which was premature in Phase 1 but will likely be needed as part of this effort . This would assess how particular programming could be designed on the site (possibly reusing the existing building and building new).
 - The opportunity to centralize recreational and community programming at this site may provide the opportunity to re-purpose the current Recreation Department building on Barre Street.
 - Eventually, the recreational programming and site design will result in cost estimating and the financing analysis presented in this Master Plan should be expanded to assess the full site.
 - This working group will also examine which of the needs identified should be addressed at the Country Club Road site and which can be more appropriately located elsewhere in the City.
 - This process should also include exploratory conversations with potential recreational and community partners. As referenced above, there is a deficit of childcare supply, and this may be an opportune site for locating a City-run childcare operation. The utilization of a Recreation and Community Facility by many entities could maximize the functionality and performance of this community resource and could be more financially feasible from a capital and/or operating perspective. These partners could include non-profit community resources, healthcare institutions, or not-for-profit or for-profit recreational clubs. Consideration of all programming and the cost-benefit analysis of co-location and efficiencies should be part of this working group’s scope and evolving work plan over the coming year or more

2. **Abenaki Working Group:** The City should continue the collaborative work begun in this phase with representatives from the indigenous Abenaki tribes of Vermont. It is recommended that a formal working group be established with representatives from the City of Montpelier and members of the Abenaki community. Intentional and respectful selection of participants in this working group may begin by consulting with the two representatives with whom the team has met previously. This group could also include members of the City's Planning and Parks departments, as well as members of the Social and Economic Justice Advisory Committee (SEJAC) and interested City Councilors. The Country Club Road development would be best served by having input from the working group throughout all of the next phases of due diligence, land planning, and site design. Of note, this should include advising the Recreation and Community Zone process to ensure consideration of opportunities for gathering, celebration, recognition, and education within a future community facility. The City Council expressed interest in working with Abenaki representatives to properly name this site and recognize the original stewards of this land. The working group's scope, however, would also ideally be expanded to include other opportunities for inclusion of sites and areas in other parts of the City where certain uses may be maximized and most suitably located.
3. **Exploratory Conversations with Potential Development Partners:** Because the City is not in the business of building housing, the residential development on this site will ultimately need to be done by a development partner or partners. As described further below, the City should subdivide lots for development and issue an RFP (or RFPs) to solicit development plans for the buildable areas. In advance of issuing the RFP(s), the City should begin exploratory conversations with potential development partners. These conversations would serve to introduce the property and City's vision to the partner and would also be an opportunity to solicit feedback on the concept plan and possible development challenges from their seasoned perspective. These types of partners may range from traditional residential or mixed-use developers who are leading the way with innovative projects (such as O'Brien Brothers or Redstone) to local or regional non-profits (such as Downstreet Housing & Community Development, Evernorth, and Habitat for Humanity). It is the recommendation of this team that in addition to the partners with whom the City is already familiar (the depth of those relationships should not be underestimated!), the City should intentionally seek out possible new partners and organizations. Those that have done projects of similar scale and purpose, those with innovative experience, and those with multiple points of intersecting values with the City would be important relationships to foster at an early stage in the land planning process. This list could include other non-traditional partners for the housing, as well as the infrastructure, such as Green Mountain Power and co-operative housing developers.

10.3 Planning

1. **Re-Zoning:** The City has an amendment process for zoning, whereby the Planning Department and Planning Commission generally make at least one set of zoning amendments every year and most have at least one district change. The Planning Department staff are currently putting together this year's revisions and will wait for the conclusion of this Master Plan process to make zoning district changes at this site that would allow the project to be implemented. Once the appropriate zoning district proposal is determined, it should take about two to three months to be official. The consultant team supports the expeditious pursuit of this re-zoning. As is likely already the Department's best practice, the team recommends considering the zoning of this site in conjunction with the zoning of the surrounding parcels and their development potential (per the above).

2. **Growth Center Designation:** While the re-zoning is being considered, the City should begin conversations with the State Agency of Commerce and Community Development about possible expansion of the City's existing Growth Center designation to include this site and/or an application for a Neighborhood Development Area (NDA). Considerations for the expansion will include showing how this expansion is consistent with City and Regional planning objectives, how it impacts the historic nature of the City's development patterns, its connection with the downtown and other densely developed areas of the City, and how the infrastructure at the site would benefit the provision and cost of municipal services City-wide.
3. **TIF District:** As discussed above, a municipal-only TIF District is within the City's authority to implement. This has been done successfully in Montpelier previously. If this should be the preferred financing mechanism, the City has shown experience in structuring and implementing this approach. The City has also had a TIF District designation from the State previously, which was dissolved in 2022 due to the impacts of the COVID-19 pandemic. This District encompassed much of the downtown and extended east on Barre Street, ending just west of this site. A feasibility assessment of establishing a new TIF District should commence early, as there are many steps. The TIF District Plan will need to include many projects and property development concepts. The evaluation of these, as well as the potential financing and the criteria, can be a 6–12 month process. Setting up a Master TIF District (the likely designation that allows for a big picture review before applying for specific project financing) could take another 6-12 months, depending on the complexity and prioritization of this effort. Initiating the feasibility assessment early will position the City to be ready to apply following a successful zoning amendment and expansion of the Growth Center.
4. **Parks Department:** As referenced above, the Parks Department should be consulted as part of the planning of the Recreation and Community Zone. In addition, the Parks Department should be involved with regularity as the residential planning evolves with a development partner to ensure connection of the bike path into the site in a way that maximizes use and access for the public as well as site residents. The Parks Department should also advise on trail layouts and connections between parcels that consider the multitude of public uses of these trails. This should be done in conjunction with the development partner planning, as the residential layouts evolve to achieve maximization of the goals laid out by the City. The trails shown on the Phase 1 concept plan are illustrative only, as there are many factors to consider before formalizing the trail alignments.

10.4 Due Diligence

1. **Housing Needs Assessment:** Before issuing the development RFP (discussed more below), the City should consider commissioning a housing needs assessment (unless there are other resources readily available to provide the appropriate data). This assessment should capture current data about supply and demand within the community (including surrounding municipalities, as we learned many Vermonters live nearby because they cannot afford suitable housing in the City). This will give the City a baseline for comparison and evaluation of proposals from development partners who will base the proposed development plans on their own market analysis assumptions.
2. **Further Site Analysis:** The City should engage a geotechnical professional to do geoprobe or soil borings in selected areas in the western half of the parcel to identify depth to bedrock. These results would help identify the need for any blasting to extend the water and sewer lines into the northwest corner of the site.

3. **Permit Assessment:** As described above, natural resources were identified during the initial site due diligence including primary agricultural soils, wetlands, and streams. Primary agricultural soils were preliminarily identified throughout the buildable area, which will require closer evaluation with the environmental specialists. The wetlands and streams also require closer evaluation to assess the extent of impact. With the initial concept plan, the City should utilize environmental consulting specialists for counsel on permitting implications and creating an approach for conversations with the various state agencies. The full list of permit applications and thresholds therein should be contemplated before approaching the regulatory bodies, so as to understand the implications for the various goals of the development plans. However, which specific steps will be required will emerge from the conversations with agencies and development of materials. Whether the City elects to obtain the permits itself for a conceptual plan will need to be decided at that time. These would inevitably be amended by the development partner who would bring their own design, but could potentially add value to pave the way for the type of uses the City wants on this site.
4. **Archaeological Assessment:** Should any of the potentially sensitive archaeological areas be impacted by development of residential or recreational uses, a Phase I site identification survey will be required. The City will need to engage a firm to conduct this analysis and should be mindful that this type of analysis can be weather-dependent.
5. **Mobility Working Group:** An oft-heard concern of citizens was access to the site for recreational uses and access for residents of any new housing. Being outside of the downtown area, this is an understandable concern and is a top priority for the City. In planning the recreational and community uses in particular, the City should consider possible modes of transportation for youth, seniors, and those with mobility limitations. These modes may take the form of partnerships with existing service providers, expansion of pilot programs (such as MyRide), or the implementation of a system leveraging new innovations or technologies. Because this is likely not to be developed for several years, it is premature to predict what might be the best suited to the needs of the community at that time. The City should initiate this work in advance of issuing the development RFP so as to have a sense of possibilities before consideration of the housing impacts. It should also be a consideration of the development partner (or partners) in their proposal to address issues of transportation access and the City should encourage creativity and collaboration therein.
6. **Railroad Crossing Conversation:** An important early conversation will be with VTrans and the Washington County Railroad (WAC) to discuss the grade crossing of Country Club Road seventy-five feet north of the US 2 intersection to understand whether any safety-related improvements are required at the grade crossing as a result of the increased traffic on Country Club Road.
7. **Subdivision Assessment:** Part of the next phase of design work will be to assess possible subdivision layouts and parcel lines that are feasible with the proposed development concepts and that comply with the updated zoning regulations (described below). While this work will be important for the City to do in advance of issuing the RFP, it is entirely possible that a development partner could propose alternative parcel lines that are better-suited for the optimum housing layout. The City does not need to subdivide the property prior to issuing the RFP and should remain flexible when considering lot lines within the scope of the overall project and layout. Ultimately, it should be the responsibility of the development partner to seek subdivision approval in conjunction with the City.

8. **Secondary Access Due Diligence:** Although a secondary vehicular access to the property – either to the west or the north of the site – will not likely be required until such time that a significant quantity of housing is developed, the City should explore the design feasibility of this connection in an earlier phase. Evaluating topographic, natural resources, and legal constraints will all be considerations, as well as impact on the abutting properties’ current uses and development potential.
9. **Conversations with Abutters:** Building upon the conversations had with the abutting property owners to date, the City should continue periodic meetings with these landowners as significant milestones are reached. For example, the City should meet to discuss the access described above, as well as to explore any future development plans on adjacent parcels to contemplate ways of maximizing City investment and to implement best planning practices with surrounding parcels.
10. **Environmental Assessment and Remediation:** In addition to a Phase 2 Environmental Site Assessment, the City will want to create a plan to properly clear the material debris that has accumulated on the site near the maintenance garage. This may or may not dovetail with remediation of the Recognized Environmental Conditions identified in the Phase 1 Environmental Site Assessment.

10.5 Private Development Request for Proposals (RFP)

1. **RFP Development:** Once the City has worked through many of the due diligence elements identified above and is in a position to begin selecting a development partner (or partners), a Request for Proposals (RFP) may be issued for a selected parcel or for all private development on site. Some of the key components of this RFP should include:
 - Emphasis on the City’s goals for this property as enumerated in this Master Plan and as may be updated between this phase and the time of RFP issuance
 - Focus on affordability and diversity of housing product type
 - No limit on exact quantity of residential units as long as goals are met and plan adheres to zoning bylaw to allow for creativity and resources brought by experienced developers.
 - Emphasis on minimizing impact to climate, including: energy efficiencies (i.e. architectural design to LEED certification standards, rooftop solar, etc.), geothermal energy as a heat source, etc
 - Encourage creative technologies to solve design, affordability, or other issues (i.e., mass timber construction, tiny house neighborhoods, transportation innovations)
 - Emphasis on community amenities—community gardens, gathering spaces, etc.
 - Encourage retention of existing mature trees (Note: The City’s Tree Board could play an advisory role to a development partner or offer guidance to the City for the trees within the Recreation and Community Zone.)
 - Leave phasing open to proposals
 - Leave parcel lines flexible
 - Prohibit large scale retail/commercial
 - Open to/encourage small scale retail/commercial that serves residents and users of the site
 - Encourage integration of neighborhoods and creation of a community at this site
 - Encourage creative product and site design to meet community’s objectives and market demand (i.e., co-housing or other less common ownership and financing structures, agrihoods, etc.)

Regarding distribution, the City should seek out developers with a track record of ideal type of development and send the RFP directly to these entities. This list need not be limited to Vermont-based groups, although the most interested parties are likely to be local to the state.

2. **Development Partner Process:** How the City chooses to evaluate the proposals should be determined by City Council, in consultation with City management. Some proposals of this nature are reviewed and selected by the full City Council with the review and recommendation of City management or staff, while others are selected by a working group consisting of a few Council volunteers and select staff and sent to the full Council only for final approval. The decision for the process will need to be made prior to the release of the RFP so there is transparency with the development partners as well as the public. Whoever is responsible for this process should be intentional about the strategy for marketing and distribution. As discussed above, the City should seek out ideal development partners, including those with a track record of desirable or aspirational development projects.

10.6 Consultant Recommendation Sequencing

The consultant team was asked to recommend a prioritization or sequencing of the above recommendations. The following tiers suggest an order for the City to consider in implementation (i.e. “Tier 1” steps are to be undertaken in the short-term), but does not imply any differentiation of importance between the tasks. Some of these steps need to be undertaken early and sequentially; some of the steps are not possible until earlier steps have been explored. Some of this organization takes capacity into account—as there is a limit to the City’s bandwidth and cannot tackle all tasks right away. These tiers are to be considered flexible and organic; if opportunities arise for Tier 2 or 3 recommendations sooner, the City should respond accordingly. It is expected that some of these steps may overlap and/or be iterative with one another. The intention for these suggestions is mainly to assist the City in the “Review & Prioritization” recommendation when building out a map for future phases beyond this Phase 1 of the Master Planning process.

Tier 1	Tier 2	Tier 3
» City Review & Prioritization	» Exploratory Conversations with Potential Development Partners	» Housing Needs Assessment
» Accounting Best Practices	» Mobility Working Group	» Archaeological Assessment
» Possible Future Contracts	» Conversations with Abutters	» Subdivision Assessment
» Recreation & Community Zone Process & Working Group	» Environmental Assessment and Remediation	» Secondary Access Due Diligence
» Abenaki Working Group	» TIF District	» RFP Development
» Further Site Analysis	» Parks Department	» Development Partnership Process
» Permit Assessment		
» Railroad Conversation		
» Re-Zoning		
» Growth Center		



11

Conclusion

After a robust nine-month public process, the goals for the Country Club Road site are clear, while also allowing for the inevitable evolution of the planning that will emerge as more due diligence is done. There is a clear focus on the importance of a range of housing products to be developed here and addressing the indoor and outdoor recreational needs that could be accommodated on-site. A vision has been conceptualized for how this could be laid out on the site based on the site's physical attributes, as well as from community input. This type of Master Plan, though—an Actionable Plan—emphasizes the steps and actions the City must take next to advance the planning and pave the way for other partners to join in achieving the goals and vision conceptualized here. This is a living document and thus, must be utilized by the City and future consultants as a baseline of data and road map for evaluation and development. There is much work to be done to recognize the potential of this site, and the work to-date serves as a solid foundation for making it a reality.

Appendices

Appendix A: Preferred Concept Plan

Appendix B: Due Diligence Reports

Appendix C: Public Meeting Presentations

Appendix D: City Council Presentations

Appendix E: City Council Update Memos

Appendix F: Public Meeting Frequently Asked Questions

Appendix G: Public Engagement Materials

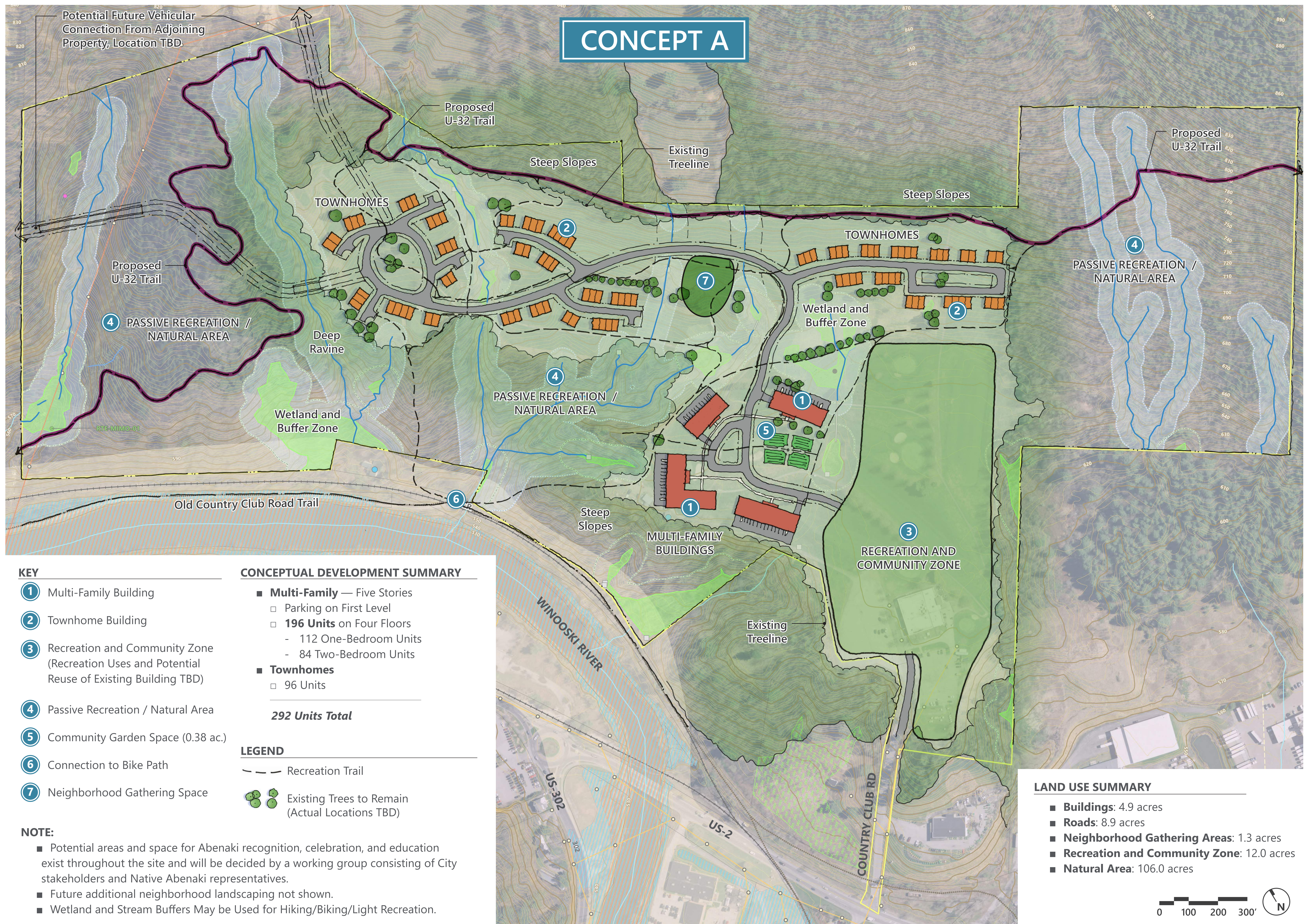
Appendix H: Community Feedback Summaries

Appendix I: Housing Committee Presentation



Appendix A

Preferred Concept Plan



CONCEPT A

KEY

- 1 Multi-Family Building
- 2 Townhome Building
- 3 Recreation and Community Zone (Recreation Uses and Potential Reuse of Existing Building TBD)
- 4 Passive Recreation / Natural Area
- 5 Community Garden Space (0.38 ac.)
- 6 Connection to Bike Path
- 7 Neighborhood Gathering Space

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
- **Townhomes**
 - 96 Units

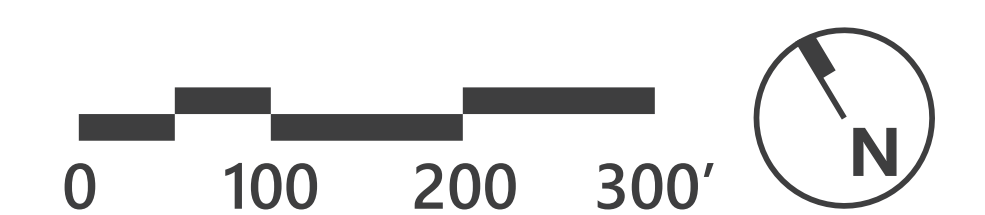
292 Units Total

LEGEND

- Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)

LAND USE SUMMARY

- **Buildings:** 4.9 acres
- **Roads:** 8.9 acres
- **Neighborhood Gathering Areas:** 1.3 acres
- **Recreation and Community Zone:** 12.0 acres
- **Natural Area:** 106.0 acres





Appendix B

Due Diligence Reports

Elks Club Existing Facilities Report

January 12, 2022



**BLACK
RIVER
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ARCHITECTS

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[Executive Summary](#)..... 1
[Existing Conditions](#)..... 2
[Potential Uses of Existing Building](#)..... 10

EXECUTIVE SUMMARY

Black River Design staff visited the partly occupied former clubhouse, to assess the existing building condition, in December 2022. No destructive demolition was performed and original construction detail drawings and specifications were unavailable (plans shown in this document are based on our field measurements). Our assessment is based on what is observable.

The existing structure appears to be well constructed and well-maintained over its 60 year life. The bones of the building-foundation, steel frame, brick and standing seam metal mansard exterior siding-were well constructed and appear to be in good condition. Other elements like interior finishes, mechanical and electrical systems, have been modified several times to accommodate different uses since the Elks originally used the building.

This building type lends itself to renovation and adaptive reuse as the steel frame allows for flexible partition layouts. Future uses are limited mainly by headroom, (not suitable for basketball court, for example) and by the shape of the building, which results in a low ratio of exterior wall surface area to floor area. This would limit its suitability for residential conversion, due to the need for windows in living spaces and in bedrooms. It would lend itself to office usage, community rooms, restaurant, and other larger spaces that don't require access to windows.

Determination of the suitability for reuse of this structure will ultimately depend upon the type usage the City decides to accommodate on the site, but the building is generally in good condition for renovating and adaptation.



BACKGROUND

The following building analysis addresses the condition of the existing Elks Club building on the Country Club Road property, formerly the Elk's Golf Course, originally constructed in 1962. Also included are some cost estimates to assist in determining if renovations or demolition and replacement are the desired paths toward meeting the City's needs, which as of the date of this report are not yet finalized. Here follow some conclusions which may help in ultimately determining if the building can be useful in meeting the different needs of the City.

Site and Utilities

- Parking and Drive- the building is located between 2 large parking lots, one paved and one gravel
- Utilities-Electric Service- 400 AMP overhead service with 6 submeters
 - Water- existing City supplied 4" water main from the end of the access drive.
 - Wastewater- there are 2 separate 4" underground lines which connect to the Municipal System
 - Telephone /Data-overhead

BUILDING COMPONENTS ASSESSMENT

Foundation

There is no visual evidence that the foundation or floor slabs have settled, and based on this observation, we assume that the footings were designed to be below frost level, and the soils under the slab were properly compacted.

Building Type

The building has a well-constructed steel framed structure, with wood infill framing at the exterior walls, between the steel columns. There is brick veneer on the exterior on the lower Depending on the extent of renovations level, and a "faux" metal gambrel roof serves as siding on the upper portion of the exterior.

The floor and roof framing is constructed of steel bar joists, bearing on steel beams, with steel deck under the roof insulation

The Building Code has been updated since 1962, when this building was constructed. Depending on the extent of renovations, updating of some components may be required



to meet the current Building Code. A visit to the site on Nov 23, 2022, observed that the structural system is a well-constructed steel frame that appears to have significant diagonal bracing. The bar joists are welded to the steel frame at the perimeter, rather than attached to the exterior wall, so there is little probability that additional work would need to be done on the roof to meet current code.

Building layout

The building is primarily a one story building with good headroom, with only a small meeting room on a second level in the middle of the building. As can be seen in the photographs, there is adequate space for future mechanical piping, ductwork, and other equipment above the existing ceilings, for future renovations.

Steel Frame

The building is a custom designed steel framed building, with a combination of steel joists and steel bar joists for roof structure.

This building type allows for flexibility of partition layouts. It has been modified several times, since it was constructed, and lends itself to future renovations.

Roof

The roof is a membrane roof, reportedly over 27 years old, and soon to need replacement. At that time insulation levels could be brought up to current standards

Exterior Envelope

The building is sided with Brick veneer on the lower level, and with prefinished metal siding above the brick. Both are high quality, low maintenance materials.

Insulation

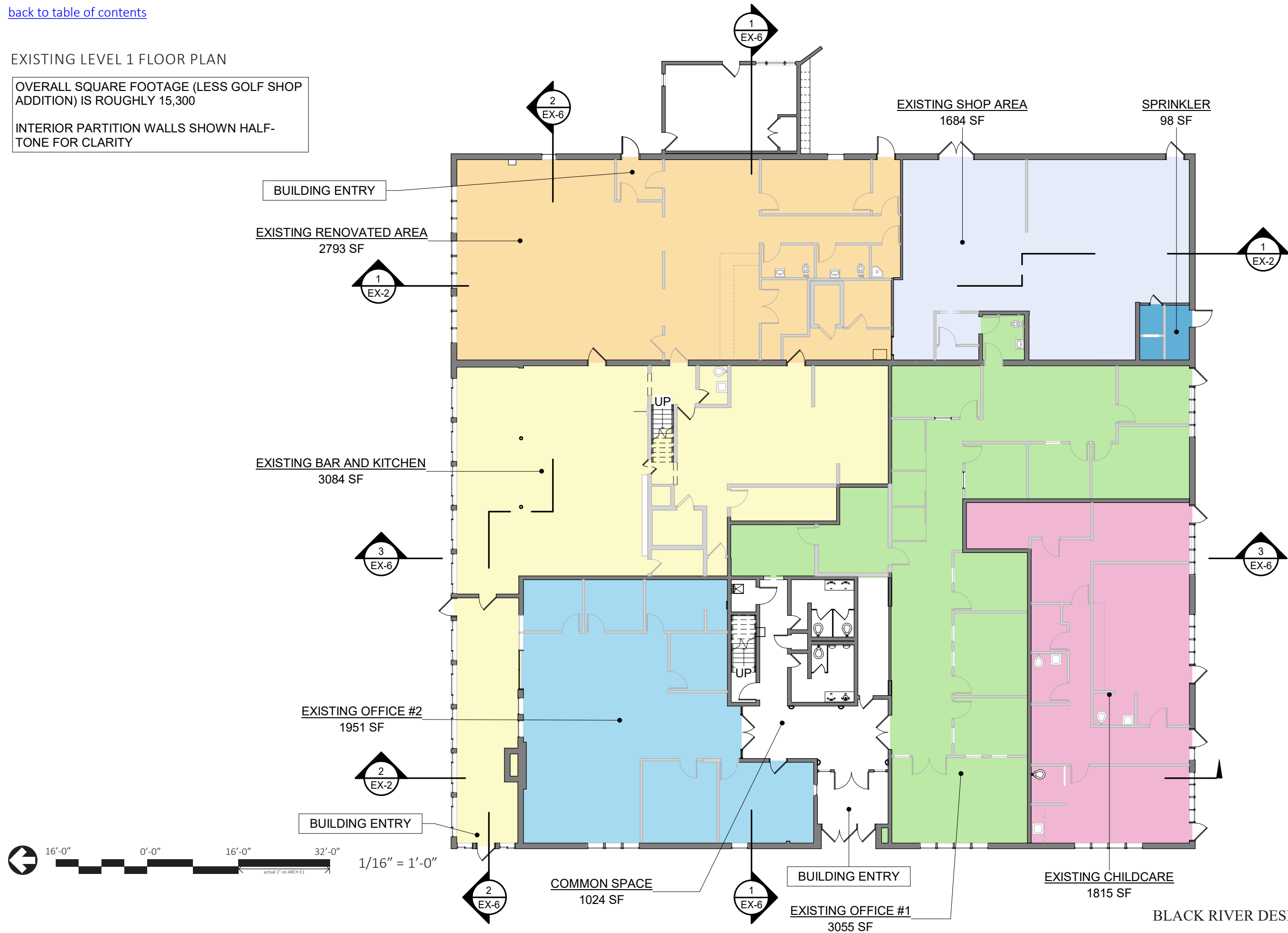
The foundation is insulated. The exterior walls are 2x6 studs with 6" of wall cavity insulation. It is not clear as to the thickness of insulation in the existing roof, but at the time of roof replacement, the insulation levels can be brought up to current required levels.

Windows- approx. ___ % of the exterior windows have been replaced in recent renovations. The original windows are mostly double glazed.

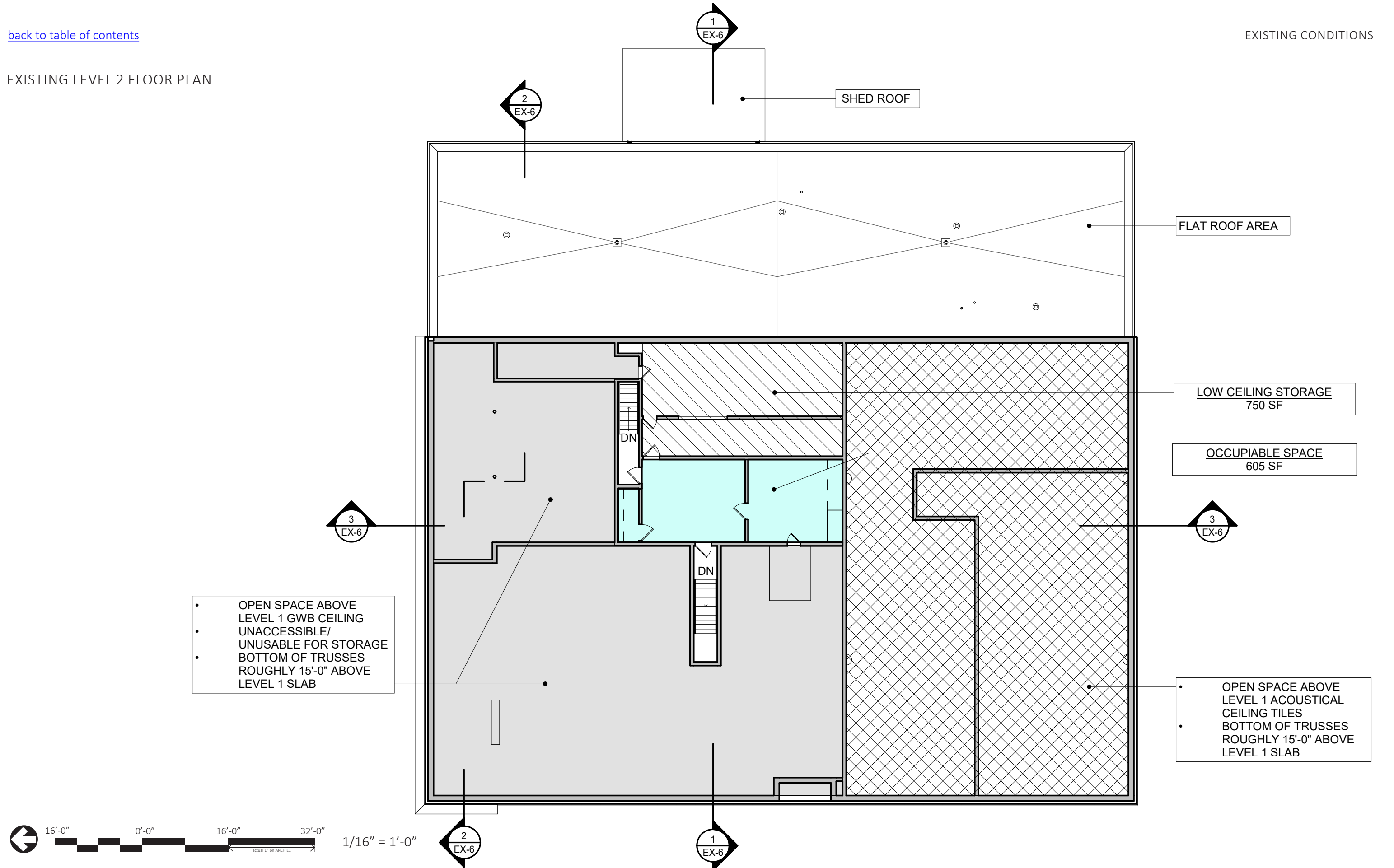


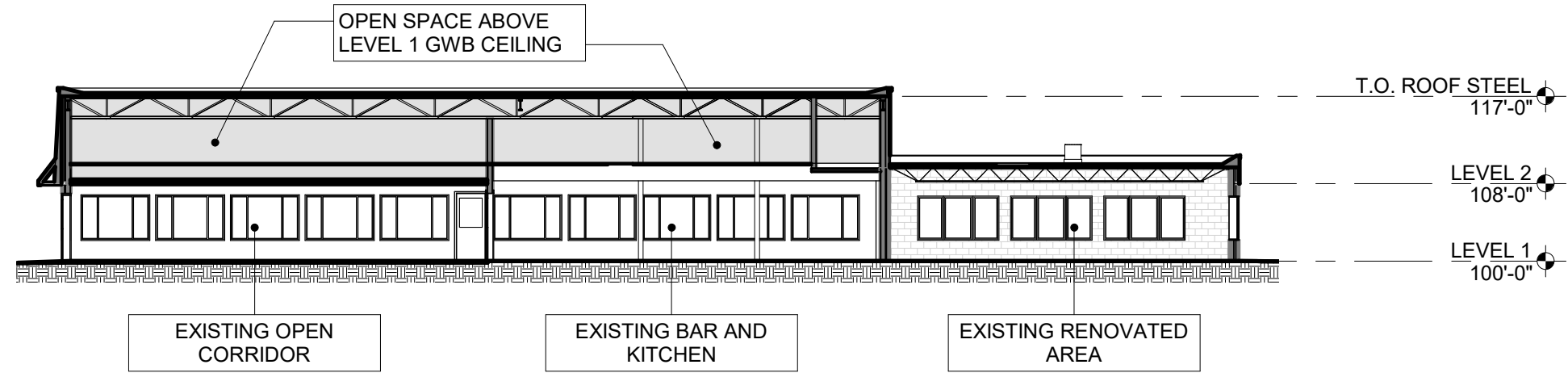
EXISTING LEVEL 1 FLOOR PLAN

OVERALL SQUARE FOOTAGE (LESS GOLF SHOP ADDITION) IS ROUGHLY 15,300
INTERIOR PARTITION WALLS SHOWN HALF-TONE FOR CLARITY

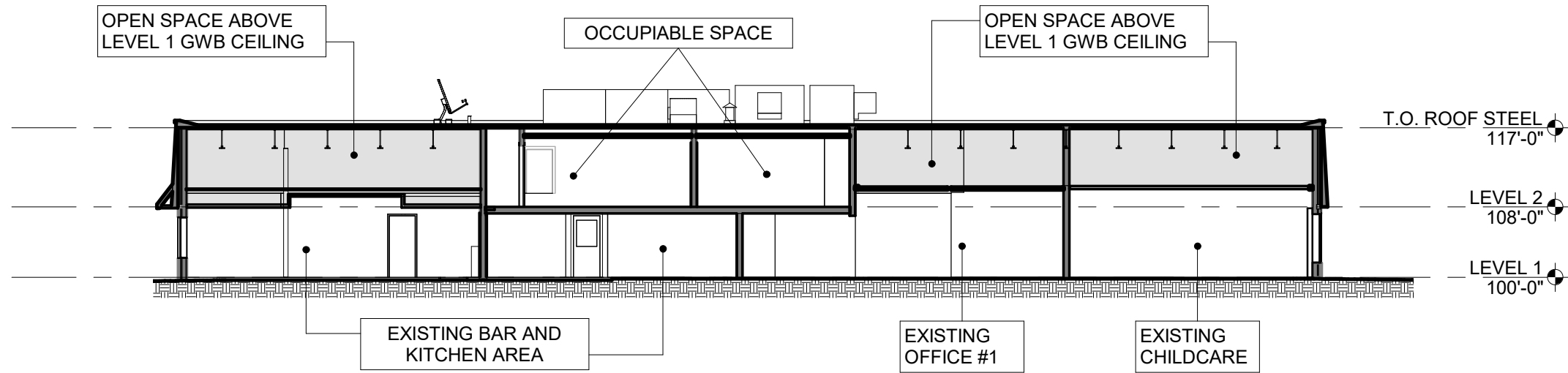


EXISTING LEVEL 2 FLOOR PLAN

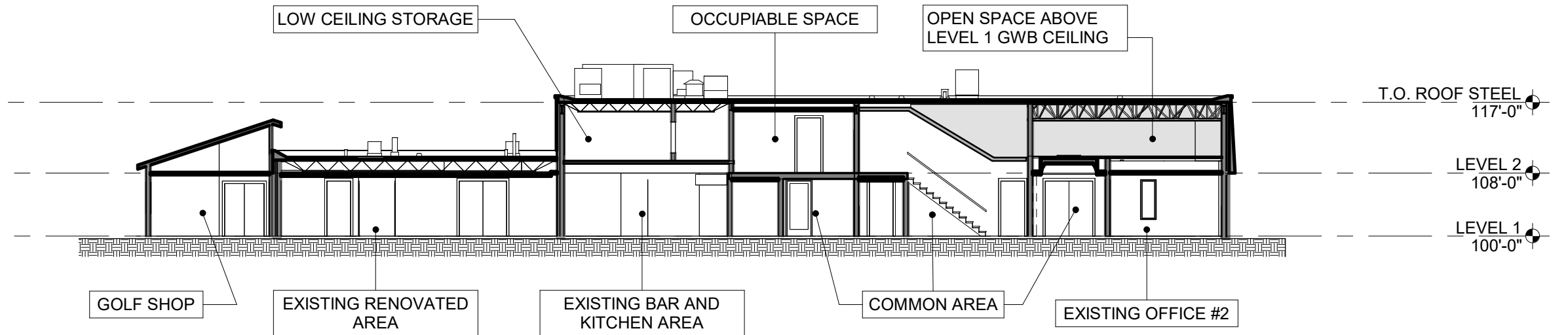




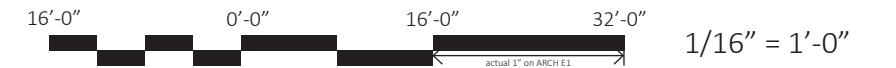
SECTION AT NORTH OF BUILDING

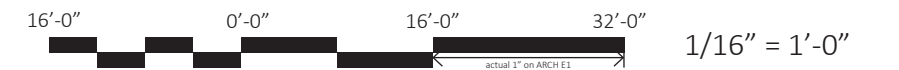
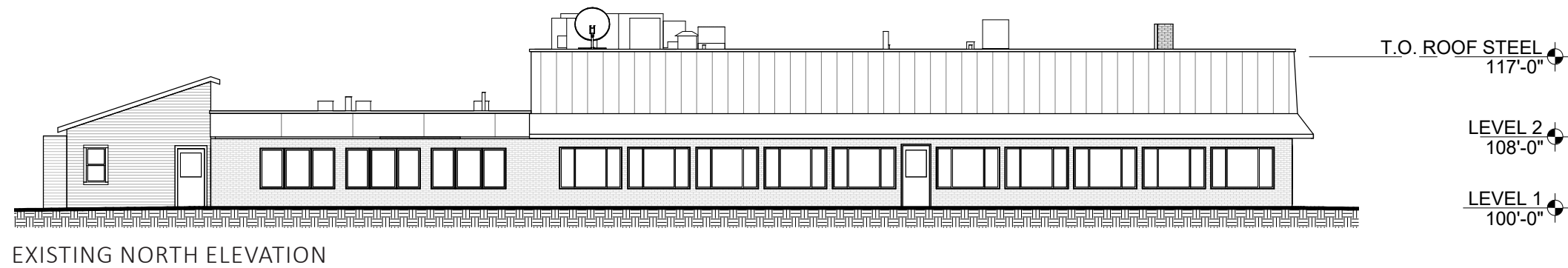
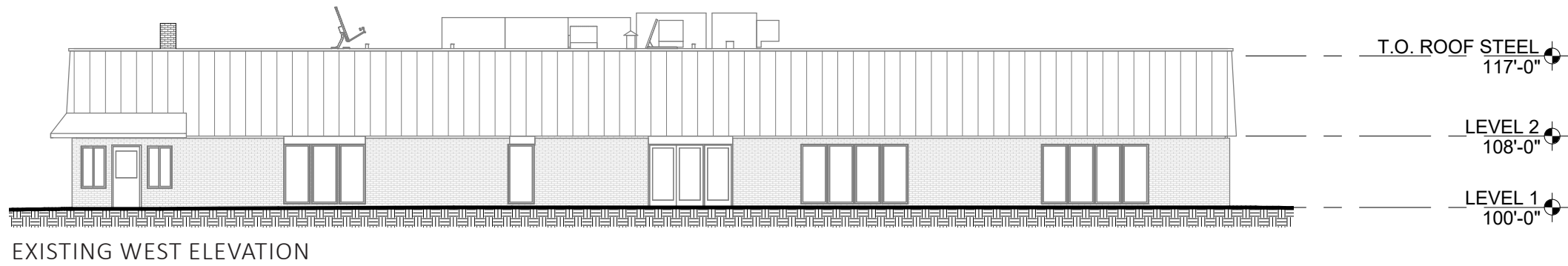
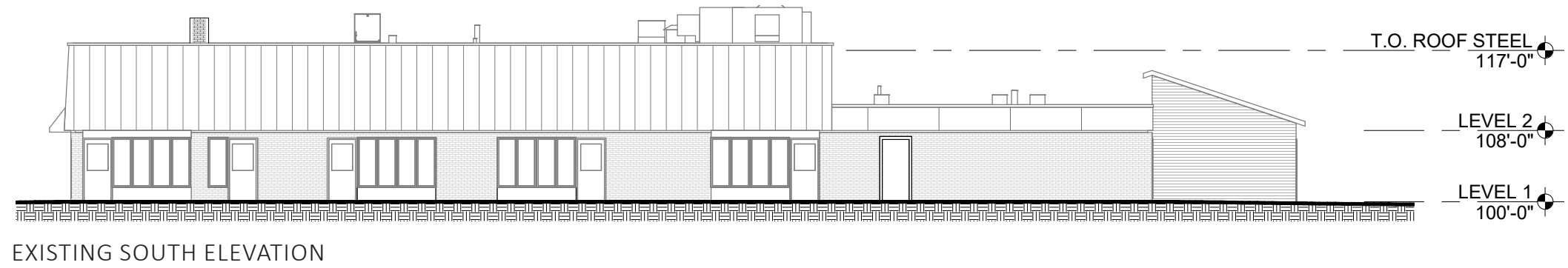
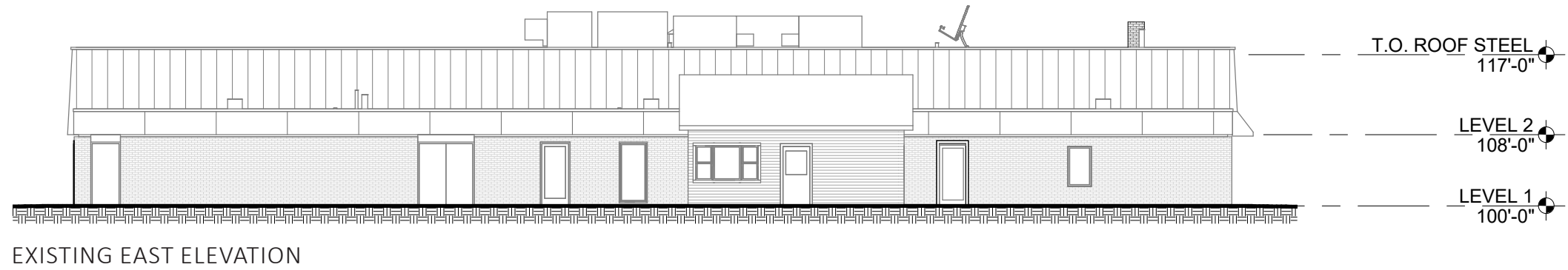


SECTION LOOKING EAST



SECTION THROUGH MAIN STAIR AND LEVEL 2





POSSIBLE BUILDING USES

- Daycare (currently being used for pre-K school, including age-appropriate toilets)
- Community rooms
- Classrooms
- Offices
- Locker rooms and bathrooms, such as would be needed
- Fitness and Training spaces such as weight lifting, spinning, yoga
- Bar and restaurant (most recently used as the Elks Club Restaurant)
- Commercial kitchen (not currently fully equipped with all appliances)
- Walk in cooler
- Multifamily housing, though with the large overall floor area, and small perimeter, the apartment units (with bedrooms, as well as entrances requiring outside windows and doors) it would be difficult to make them attractive units.

UNSUITABLE (OR EXPENSIVE) USES

Due to the limitations posed by the structural steel columns, and low ceiling height, large open spaces, such as would be needed for basketball, indoor soccer, racquet sports, running track, batting cages, etc. would not be feasible

COST COMPARISON

(Renovations vs. demolition and new building of similar size)

When the City identifies the desired programmatic uses for the Country Club Road site, it will be possible to have a more fulsome discussion of the cost of renovating the existing building vs replacement. In general renovations are considerably less expensive than new construction and, as already noted, the existing building has considerable retained value in that it is solidly constructed and well maintained.

Natural Resource Assessment Memorandum & Attachments





To: Project File: Country Club Road
Redevelopment Master Plan

Date: December 16,
2022

Memorandum

Project #: 58849.00

From: Melinda Squillace, CWB, Wildlife Specialist; Re: Natural Resources Assessment Memorandum
Brad Ketterling, Director of Environmental
Services - VT

Introduction

At the request of The City of Montpelier ("Client"), VHB conducted natural resources assessments to support planning for the potential redevelopment of the former Montpelier Elks Country Club located in Montpelier, Vermont ("Project," see the Natural Resources Map in **Attachment 1**). This memorandum summarizes the results of the natural resources assessments and potential implications for the Project, which VHB assumes would be subject to further review and environmental permits. The focus is on those natural resources typically reviewed by the Vermont Agency of Natural Resources ("ANR") for projects subject to Act 250 jurisdiction per 10 V.S.A. Chapter 151. Each of the following resources, as defined by and reviewed under Act 250, are discussed in this memorandum in terms of their presence or absence at the Project site and where they are present, the potential regulatory implications for Project planning, design, and permitting:

- › Outstanding Resource Waters: 10 V.S.A. § 1424a(d)
- › Headwaters: 10 V.S.A. § 6086(a)(1)(A)
- › Floodways: 10 V.S.A. § 6086(a)(1)(D)
- › Streams: 10 V.S.A. § 6086(a)(1)(E)
- › Shorelines: 10 V.S.A. § 6086(a)(1)(F)
- › Wetlands: 10 V.S.A. § 6086(a)(1)(G)
- › Soil Erosion: 10 V.S.A. § 6086(a)(4)
- › Rare and Irreplaceable Natural Areas (significant natural communities): 10 V.S.A. § 6086(a)(8)
- › Necessary Wildlife Habitat, and Endangered Species: 10 V.S.A. § 6086(a)(8)(A)
- › Primary Agricultural Soils: 10 V.S.A. § 6001(15)

Study Area Description

The Study Area consists of the City-owned parcel containing the former Montpelier Elks Country Club and having SPAN 405-126-10943 (approximately 133.6 acres) as well as the road right-of-way for Country Club Lane (approximately 1.1 acres), for a total area of approximately 135.7 acres (see the Natural Resources Map in **Attachment 1**).

The Study Area occurs in the Northern Vermont Piedmont biophysical region of Vermont, which typically is characterized by a moderate climate and topography and soils derived from calcium-rich bedrock. The Study Area occurs within the Lake Champlain (0430010816) and the Winooski River (0430010307) Watersheds (HUC 10). The Study Area has elevations ranging from approximately 550 to 850 feet above mean sea level and is characterized by

the former Montpelier Elks Country Club, the nine-hole layout of which remains in the central portion of the parcel. Amenities common to golf courses are present, including tree-lined grassed fairways and putting greens established on modified / contoured topography, water hazards, sand traps, and golf cart paths. Two parking lots are present west and south of this building. The areas bounding the golf course to the east, west, and south are characterized by steeply sloping and undeveloped forested areas.

VHB conducted fieldwork to support the natural resource assessments for the Project on September 16, 28, October 6, and 20, 2022. Representative site photographs are included as **Attachment 2**.

Act 250 Natural Resources Criteria

Outstanding Resource Waters

The Vermont Water Quality Standards ("VWQS", ANR 2017c), under section 29A-105(d), state that the Secretary of the ANR may, under 10 V.S.A. Section 1424(a), designate Outstanding Resource Waters ("ORW"). The following waterways have been designated ORWs:

1. Batten Kill River, Towns of Dorset and Arlington;
2. Pike's Falls/Ball Mountain, Town of Jamaica;
3. Poultney River, Towns of Poultney and Fair Haven; and,
4. Great Falls, Ompompanoosuc River, Town of Thetford.

The Study Area was reviewed against this list to determine if it is located within the vicinity of any listed ORW. None of these waters is within or near the Study Area, and therefore, the Project would not result in any impact to Outstanding Resource Waters.

Headwaters

The Headwaters criterion under Act 250 requires that a project — if located in a headwater area — meet any applicable health and Department of Environmental Conservation ("DEC") regulations regarding reduction of the quality of the ground or surface waters flowing through or upon lands that are not devoted to intensive development, and which lands are:

- i. headwaters or watersheds characterized by steep slopes and shallow soils; or
- ii. drainage areas of 20 square miles or less; or
- iii. above 1,500 feet elevation; or
- iv. watersheds of public water supplies designated by ANR; or
- v. areas supplying significant amounts of recharge waters to aquifers.

In VHB's opinion, the Study Area would not be considered as being devoted to "intensive development," therefore the preceding five points would be evaluated to determine the presence of headwaters. VHB reviewed National Resource Conservation Service ("NRCS") soils mapping, topography, and the stream features mapped by VHB via onsite delineations.

The criteria for points “iii” through “v” are not met for the Study Area. Portions of the Study Area may meet the criteria for point “i.” Steep slopes are common, but shallow soils are not ubiquitous and not confirmed to be present. The depth to bedrock for the soil units that underlie the former golf course is greater than 165 cm (5.4 ft). The depth to bedrock for other soil units to the east and west can be less than a meter deep (3.0 ft). Point “ii” is not satisfied, as it is VHB’s opinion that the Study Area lies within the upper Winooski River watershed, which has a contributing drainage area of roughly 314 square miles just south of the Study Area. Accordingly, it is VHB’s opinion that the Study Area should not be considered headwaters and therefore the Project should not be subject to review under Criterion 1(A).

Floodways

The Floodways criterion under Act 250 takes into consideration a project’s effect on both floodways and floodway fringes. The term “floodway” is defined to mean “the channel of a watercourse which is expected to flood on an average of at least once every 100 years and the adjacent land areas which are required to carry and discharge the flood of the watercourse.” (10 V.S.A. § 6001(6)). The term “floodway fringe” is defined as “an area which is outside of a floodway and is flooded with an average frequency of once or more in each 100 years.” (Id. § 6001(7)). A project’s impacts are considered with respect to both flood inundation and fluvial erosion hazards pursuant to Flood Hazard Area and River Corridor Protection Procedure (ANR 2017a). The Flood Hazard Area and River Corridor Protection Procedure addresses both inundation risks as represented by Federal Emergency Management Agency (“FEMA”)-mapped flood information, and potential fluvial erosion risks associated with fluvial geomorphic processes. The river corridor consists of the meander belt or fluvial erosion hazard area, which is defined as the lateral width of a stream corridor that may be subject to fluvial erosion from stream channel lateral migration as well as a 50-foot riparian buffer outside of this meander belt (ANR 2017a). The meander belt is typically determined by geomorphic assessments of channel bankfull width, meander centerline, confining lateral topography, channel type, and current channel adjustments, which are then translated into the channel-width-to-belt-width ratio, dependent on stream sensitivity type and adjacent landform.

VHB reviewed available river corridor data from ANR’s River Corridor Mapping, and other special flood hazard area mapping from the Federal Emergency Management Agency (“FEMA”) within the Study Area. Based on this review, there are no FEMA-mapped Special Flood Hazard Areas (*i.e.*, areas with a one percent chance of annual flooding) within the Study Area. The river corridor for the Winooski River encroaches a maximum of 120 feet into the southernmost portion of the Study Area, in undeveloped areas characterized by steeply forested slopes. Project activities within the designated special flood hazard area would require approval under municipal flood hazard regulations. However, the areas in question do not appear to be suitable for development.

Streams

The Streams criterion under Act 250 requires that projects will, when feasible, maintain natural stream channel condition, and will not endanger the health, safety, or welfare of the public or adjoining landowners.

When applicable, VHB’s stream delineation flagging is conducted pursuant to ANR’s Guidance for Agency Act 250 and Section 248 Comments Regarding Riparian Buffers (“Riparian Buffer Guidance,” ANR 2005). Stream and Ordinary High Water (“OHW”) width determinations follow guidance provided in the U.S. Army Corps of Engineers (“USACE”) Regulatory Guidance Letter: Subject- Ordinary High Water Identification (USACE 2005). Stream top of bank (“TOB”) and top of slope (“TOS”) are flagged in the field according to the Riparian Buffer Guidance. Stream TOB and TOS are flagged on larger channels, generally wider than six feet, using blue survey tape and labeling that includes the stream

ID and flag number. Stream centerline is flagged for smaller channels, generally less than six feet wide, with blue survey tape, and labeling that includes the stream ID and flag number. When applicable, stream TOS, TOB, or OHW limits in the Study Area are marked with blue flagging tape and labeled by stream ID and flag number. Flow regimes are preliminarily classified in the field as ephemeral, intermittent, or perennial, and are determined based on qualitative observations of in-stream hydrology indicators at the time of observation, as well as geomorphic characteristics (*i.e.*, stream bed and bank development), and are subject to professional judgment. When present, stream flagging is mapped in the field using sub-meter capable mobile data collection equipment.

VHB delineated 14 stream channels within the Study Area, as shown on the Natural Resources Map (**Attachment 1**) and summarized in **Attachment 3**. Some of these stream features have short tributary channels denoted by the suffix “a” in their name. The hydrologic regime of the stream segments is denoted by the suffix in its name [*i.e.*, (E) = ephemeral, (I) = intermittent, (P) = perennial]. VHB delineated two jurisdictional ditch features, denoted by a (D) suffix. Per the Riparian Buffer Guidance, a 50-foot riparian buffer is shown for all but ephemeral streams. Where the stream originates at or courses through a wetland, the 50-foot buffer is measured from the wetland boundary.

All streams and delineated ditches within the Study Area are subject to USACE jurisdiction. Authorization from the USACE may be required for any unavoidable impacts to mapped streams. Additionally, perennial streams would also be subject to Vermont Stream Alteration Permit requirements, with authorization required for the placement of greater than 10 cubic yards of fill within a stream channel. Potential effects on riparian buffers would be reviewed under Act 250 Criterion 1(E). The District Commission’s approval of unavoidable riparian buffer impacts proposed for the Project may be contingent upon the City preparing a Riparian Buffer Management Plan for ANR’s and the Commission’s approval.

Shorelines

Shorelines are defined under Act 250 as the land adjacent to the waters of lakes, ponds, reservoirs, and rivers. Shorelines shall include the land between the mean high-water mark and the mean low water mark of such surface waters (10 V.S.A. § 6001(17); Argentine 2008). The Study Area was reviewed against these criteria to determine if it is located on or adjacent to any shoreline. The Study area is not adjacent to any shoreline.

Wetlands

The Wetlands criterion under Act 250 requires that the proposed project comply with the Vermont Wetland Rules (“VWR”) (ANR 2020a). The VWR regulations apply to significant wetlands (Class I and Class II wetlands) and their buffers. Impacts to Class III wetlands are not considered under Act 250 Criterion 1(G) but may be reviewed under Criterion 1(E) Streams. Further, all wetlands are regulated by the USACE under Section 404 of the Clean Water Act (“CWA”) permit program, as well as the related DEC CWA Section 401 Water Quality Certification (“WQC”) review process.

VHB’s wetland delineations are made pursuant to applicable methodologies outlined in the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region Routine Determination Method. When applicable, wetlands are identified in the field with pink flagging. Field notes are taken to record information such as potential wetland classifications, general characteristics, wetland functions and values, and any unique qualities observed during the site assessment, along with other considerations relevant to support site findings. Wetlands are classified in accordance with the Classification of Wetlands and Deepwater Habitats of the United States (Cowardin *et al.* 1979). Wetland functions and values presence and significance are evaluated based on

the field notes and observations according to the VWR (ANR 2020a). When present, wetland features are mapped in the field using sub-meter capable mobile data collection equipment.

Prior to field assessments, VHB reviewed the Vermont Significant Wetland Inventory ("VSWI") layer to assess potential wetlands within the Study Area. There are no VSWI wetlands mapped within the Study Area. VHB delineated 17 wetland areas on site that meet applicable wetland parameters to be considered wetland. The delineated and wetland features are depicted in **Attachment 1** and summarized in **Attachment 4**. All but two wetland features are proposed by VHB to be classified as Class II, which are presumed to be significant under the VWR and determined to provide one or more functions at a significant level. Class II wetlands are also accorded a 50-foot wetland buffer. The largest wetland features are located on the southern portion of the Study Area in steeply forested terrain, presumably outside the proposed limits of the development. Wetland features located within the former golf course area are generally coincident with mapped stream valleys, though Wetland 2022-100 is better described as a large, depressional wetland feature that is drained by ditches to the south to the pond (former golf water hazard) at Wetland 2022-401.

Discharge of fill or other impacts to wetlands may be subject to the USACE and DEC jurisdiction. For activities that are not exempt or Allowed Uses, impacts to the 50-foot Class II wetland buffer are subject to ANR jurisdiction under the VWR. Cumulative impacts associated with placement of fill within any wetland onsite would be subject to USACE regulation. It should be noted that the wetland features within the golf course area (*i.e.*, the area most suitable for redevelopment) lie within or adjacent to riparian buffer areas (see **Attachment 1**).

Soil Erosion

The Soil Erosion criterion requires that a project must not cause unreasonable soil erosion or significant drainage or runoff problems. Determination of compliance with this criterion involves two components: (1) preventing soil erosion, and (2) preventing a reduction in the land's capacity to hold water.

The NRCS classifies each soil series in terms of its potential erodibility ("K-factors"). According to the NRCS-mapped K-factors, there are soil series within the Study Area which the Vermont Standards and Specifications for Erosion Prevention and Sediment Control (ANR 2020b) considers to have "low," "medium," and "high" erodibility ranking (Low, $K \leq 0.17$; Medium, $0.17 < K < 0.36$; High, $K \geq 0.36$). Erosion risk is assessed by combining the soil erodibility ranking with slope (ANR 2020c).

The soils mapped by the Natural Resources Conservation Service ("NRCS") within the Study Area have K-factor erosion values ranging from 0.15 in an area just east of the golf course to 0.32 over most of the golf course layout, to 1 at the extreme northeast corner of the Study Area. Additionally, a number of soils have an unassigned K-factor, including the soil unit between the golf course and the southern boundary of the Study Area. If these areas were to be disturbed, best professional judgement would be used to assign the likely K-factor, taking into account the soil description, adjacent soil units, and slope.

Though a plan for the Project layout is pending, it would be anticipated to exceed one acre of disturbance and therefore require a construction stormwater discharge permit from the DEC Stormwater Program, either a General Permit 3-9020 (likely moderate risk) or Individual Permit ("INDC"), depending on the amount of area disturbed and duration of disturbance. Approval would likely require a site-specific EPSC plan. If efforts to minimize soil erosion and reduce the potential for sediment-laden runoff to reach receiving waters are implemented, VHB anticipates that there would be no adverse undue effect under this criterion.

Rare and Irreplaceable Natural Areas, Necessary Wildlife Habitat, and Endangered Species

Under Act 250, a project must be shown to have no undue adverse effect on Rare and Irreplaceable Natural Areas (“RINA”). Additionally, a project must not destroy or significantly endanger Necessary Wildlife Habitat (“NWH”) or any Endangered Species.

RINA

To identify potential occurrences of known significant natural communities, VHB queried the Vermont Natural Heritage Inventory (“NHI”) database for the presence of known Element Occurrences (“EOs”) of significant natural community types within and adjacent to the Study Area. This search determined that there are no such features previously mapped within the Study Area.

Necessary Wildlife Habitat

Necessary Wildlife Habitat (“NWH”) is most often defined as deer wintering habitat (“DWH”), black bear forage habitat (beech/oak mast or wetlands), black bear travel corridors, or in some cases moose overwintering areas. VHB reviewed habitat mapping available from ANR to determine if the Study Area is situated within or adjacent to mapped NWH. There is no mapped NWH within the Study Area. However, VHB did identify two possible areas of DWH in the forested northwest corner of the Study Area, where signs of deer browsing were observed. These areas are located outside what VHB understands is the preferred development footprint (see **Attachment 1**).

Endangered Species

VHB queried the NHI database for the presence of known EOs of rare, threatened, and endangered (“RTE”) and uncommon plant and animal species within and adjacent to the Study Area, to identify the potential occurrence of rare or sensitive species, particularly those that are state or federally-listed threatened or endangered, and to assess available onsite habitat condition relative to each. This search determined that there are no RTE or uncommon plant or animal species previously mapped within the Study Area and no state or federally-listed threatened or endangered species have been previously mapped within one mile of the Study Area.

VHB also queried the U.S. Fish and Wildlife Service’s (“USFWS”) online Information, Planning, and Conservation System (“IPaC”) database for information regarding federally listed species in the Project region, and the Study Areas fall within the potential range of the federally and state-protected northern long-eared bat (*Myotis septentrionalis*, or “MYSE”), a forest-dwelling bat (see IPaC official species list as **Attachment 5**). From the NHI database review, there are no known MYSE occurrences within a one-mile radius of the Study Area. The IPaC database review also identified the Study Area within the range of the Monarch Butterfly (*Danaus plexippus*), a candidate species not yet listed or proposed for listing.

To corroborate the findings of the database query, a VHB Botanist conducted a general (*i.e.*, not exhaustive) plant inventory on September 16, 2022. This plant inventory followed ANR’s Guidance for Conducting Rare, Threatened, and Endangered Plant Inventories in Connection with Section 248 Projects (ANR 2016a). All plant species identified in the inventory were checked against the current Rare and Uncommon Native Vascular Plants of Vermont list (ANR 2018), as well as the Endangered and Threatened Plants of Vermont (ANR 2022), to determine their rarity rank and any potential protections under endangered species law. A complete list of vascular plants identified through the general plant survey is included in **Attachment 6**. One RTE plant species was observed in Wetland 2022-108 in the far southwestern

corner of the Study Area: muskflower (*Mimulus moschatus Douglas ex Lindl.*), which is state-listed as S3 (uncommon). VHB understands that this location is likely not within the preferred development area.

Primary Agricultural Soils

Under 10 V.S.A. § 6001(15), a primary agricultural soil is defined as:

- A. An important farmland soils map unit that the Natural Resources Conservation Service of the U.S. Department of Agriculture ("NRCS") has identified and determined to have a rating of prime, statewide, or local importance, unless the (Act 250) District Commission determines that the soils within the unit have lost their agricultural potential. In determining that soils within an important farmland soils map unit have lost their agricultural potential, the Commission shall consider:
 - i. impacts to the soils relevant to the agricultural potential of the soil from previously constructed improvements;
 - ii. the presence on the soils of a Class I or Class II wetland under chapter 37 of this title;
 - iii. the existence of topographic or physical barriers that reduce the accessibility of the rated soils so as to cause their isolation and that cannot reasonably be overcome; and
 - iv. other factors relevant to the agricultural potential of the soils, on a site-specific basis, as found by the Commission after considering the recommendation, if any, of the Secretary of Agriculture, Food and Markets.
- B. Soils on the project tract that the District Commission finds to be of agricultural importance, due to their present or recent use for agricultural activities and that have not been identified by the NRCS as important farmland soil map units.

VHB's review is limited to examination of NRCS soil map unit designations. The Study Area does contain three mapped primary agricultural soil units, two of which are largely coincident with the former golf course layout (see **Attachment 1**). If, based on a consideration of points A. i. through iv. above, that primary agricultural soils are confirmed to be present in the proposed Project area, an Act 250 permit would be granted if the Project would not result in any reduction in the agricultural potential of primary agricultural soils. Impacts to primary agricultural soils may require a finding of appropriate circumstances by the District Commission and, depending on the conceptual plan for the Project, payment of an offsite mitigation fee or some combination of onsite and offsite mitigation.

Conclusion

Based on the results of VHB's database assessments, there are natural resources present that will need to be considered during detailed Project planning and design and for which state and/or federal permits would be required for unavoidable impacts. These resources include:

- > streams (including riparian buffers);
- > wetlands;
- > erodible soils; and
- > primary agricultural soils.

Given the scope of the Project, VHB recommends proactive outreach to state and federal regulatory agencies to discuss potential impacts and mitigation scenarios. VHB notes that, the eastern, western, and southern portions of the Study Area consist of undeveloped, forested lands that contain Class II wetlands, multiple streams, and potential DWH. These areas may represent suitable locations for Project-related mitigation activities, such as but not limited to the preservation of riparian buffers.

Attachments

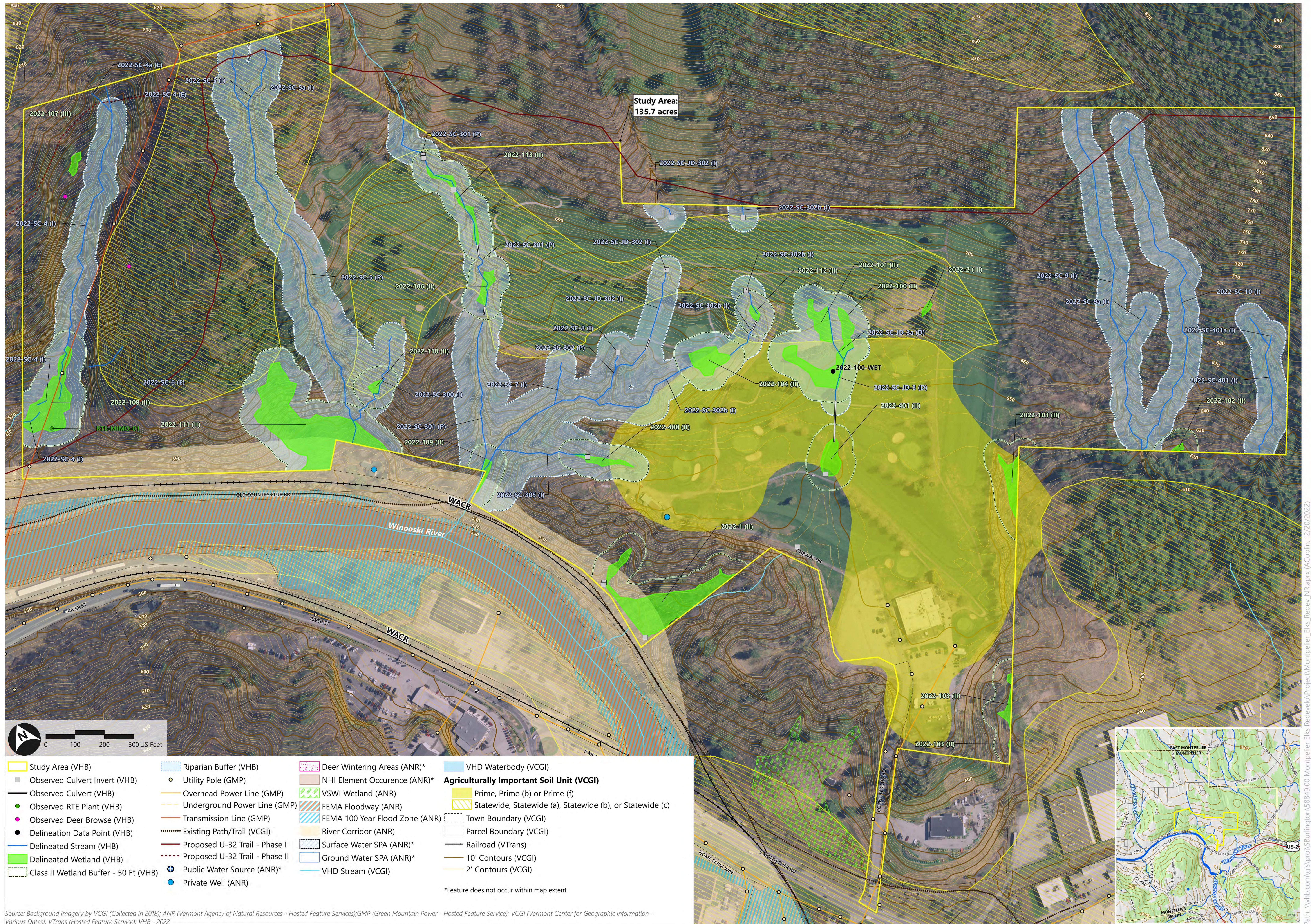
1. Natural Resources Map
2. Representative Site Photographs
3. Summary of Onsite Waters
4. Summary of Onsite Wetlands
5. USFWS IPaC Official Species List
6. Floristic Plant inventory

Resources and References

- Agency of Natural Resources 2022. *Endangered and Threatened Plants of Vermont*. Natural Heritage Inventory, Fish and Wildlife Department. Effective February 10, 2022.
- _____. 2021 *Guidance for the review and Mitigation of Impacts to Grassland Bird Habitat in Connection with Regulated Projects in Vermont*. Effective October 26, 2021.
- _____. 2020a. *The Vermont Wetland Rules*. Department of Environmental Conservation. Effective January 21, 2020.
- _____. 2020b. *The Low-Risk Site Handbook for Erosion Prevention and Sediment Control*. Department of Environmental Conservation. Effective February 2020
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- _____. 2017a. *Flood Hazard Area and River Corridor Protection Procedure*. Environmental Protection Rule Chapter 29. Department of Environmental Conservation. Effective September 7, 2017.
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- US Fish and Wildlife Service (USFWS). 2016. *Key to the Northern Long-Eared Bat 4(d) Rule for Federal Actions that May Affect Northern Long-Eared Bats*. Created January 13, 2016; Revised February 17, 2016.
- US Geological Survey (USGS). 2019. *StreamStats, Version 4.2.1*. Accessed November 2021.

ATTACHMENT 1



ATTACHMENT 2



Representative Photographs: 2022

PROJECT NUMBER

58849.00

Country Club Road Site
(SPAN 405-126-10943)
Montpelier, Vermont

City of Montpelier

39 Main Street City Hall

Montpelier, VT 05602



NO. 1 / 9.28.2022

DESCRIPTION

Representative view of proposed Class II Wetland, 2022-104, in center portion of the Study Area.



NO. 2 / 10.20.2022

DESCRIPTION

Representative view of proposed Class II Wetland, 2022-111, in southwest portion of the Study Area.



NO. 3 / 10.20.2022

DESCRIPTION

Representative view of Stream 2022-SC-401, in the eastern portion of the Study Area.



NO. 4 / 10.20.2022

DESCRIPTION

Representative view of Stream 2022-SC-10, in the eastern portion of the Study Area.



NO. 5 / 9.16.2022

DESCRIPTION

Representative view of Stream 2022-SC-4, in the northwest portion of the Study Area.



NO. 6 / 9.29.2022

DESCRIPTION

Representative view of Stream 2022-SC-302, in the center of the Study Area.



NO. 7 / 9.29.2022

DESCRIPTION

Representative view of Stream 2022-SC-302, in the center of the Study Area.



NO. 8 / 9.29.2022

DESCRIPTION

Representative view of Stream 2022-SC-5, in the northwest portion of the Study Area.



NO. 9 / 10.20.2022

DESCRIPTION

Representative view of Study Area in its northwest portion.

ATTACHMENT 3

Summary of Onsite Waters

Project: Country Club Road Site
Client: City of Montpelier
Location: 203 Country Club Rd, Montpelier, VT 05602
Delineated By: M. Jackman, L. Keszezy, K. Maines, B. Galligan
Delineation Date(s): 9/16, 9/28, 10/20
Prepared By: VHB (B. Galligan)



VHB Delineated Streams												
Stream ID	Stream Name	Associated Wetlands	Average Ordinary High Water Width (Feet) ¹	Dominant Substrate	Water Depth (Inches)	Bank Height (Feet)	Flow Regime (Ephemeral, Intermittent, or Perennial) ²	ANR-Mapped River Corridor? (Yes/No)	VHB-Proposed River Corridor? (Yes/No)	Watershed Size (Square Miles) ³	VWQS Classification (2017) ⁴	Comments
2022-SC-JD-3	unnamed	2022-100 2022-101	1.5	Vegetated	1	0.5	Intermittent	No	No	<0.5	B	Ditched channel connecting wetland to constructed pond.
2022-SC-4	unnamed	2022-108	4.0	Gravel	0	2.0	Intermittent	No	No	0.05	B	At western boundary of the Study Area. Ephemeral upstream of confluence with "a" tributary.
2022-SC-5	unnamed	2022-111	3.5	Cobble	2	0.3	Perennial and Intermittent	No	Yes	<0.05	B	TOB width may be greater due to bank failures.
2022-SC-6	unnamed	-	1.5	Cobble	-	-	Ephemeral	No	No	<0.5	B	Historic channel does not appear to receive much if any flow.
2022-SC-7	unnamed	-	1.0	Gravel	0	2.0	Intermittent	No	No	<0.5	B	Borderline ephemeral.
2022-SC-8	unnamed	-	4.0	Cobble	2	6.0	Intermittent	No	Yes	0.05	B	Very incised channel has many bank failures.
2022-SC-9	unnamed	-	3.5	Cobble	0	1.0	Intermittent	No	No	<0.05	B	Located in forested far eastern portion of Study Area
2022-SC-10	unnamed	-	4.0	Cobble	1	3.0	Intermittent	No	No	<0.05	B	Located in forested far eastern portion of Study Area
2022-SC-300	unnamed	2022-110	5.0	Gravel	1	3.0	Intermittent	No	No	<0.05	B	Originates at edge of southwest corner of golf course.
2022-SC-301	unnamed	2022-106	3.0	Gravel	5	2.5	Perennial	No	No	0.13	B	TOB width may be greater due to bank failures.
2022-SC/JD-302	unnamed	-	4.0	Cobble	2	6.0	Perennial and intermittent	No	Yes	0.05	B	Very incised channel characterized by many bank failures. Ditched in upper section.
2022-SC-302B	unnamed	2022-104 2022-112	3.5	Clay	1	10.0	Intermittent	No	No	0.05	B	Channel not well formed in the two wetlands it bisects (diffuse flow).
2022-SC-305	unnamed	2022-400	1.5	Organic	1	1.0	Intermittent	No	Yes	<0.50	B	Incised channel draining wetland.
2022-SC-401	unnamed	-	4.0	Cobble	1	3.0	Intermittent	No	No	<0.05	B	Channel in forested natural area on eastern boundray of Study Area, diffuse ephemeral leaf scours above. Has short tributary "a."

Notes:
¹ U.S. Army Corps of Engineers. 2005. *Regulatory Guidance Letter. Subject: Ordinary High Water Mark Identification. No. 05-05.*
² Stream flow regimes determined based on qualitative observations of in stream hydrology indicators and geomorphic characteristic and are subject to professional judgment.
³ Watershed size determined from Vermont Agency of Natural Resources ("ANR") Stream Alteration Regulatory Program mapping.
⁴ ANR. 2017. *Vermont Water Quality Standards (Vt. Code R 12 004 052).*
⁵ List of streams from ANR. 2016. *303(d) Assessment of the Condition of Vermont Waters. Priority Listing of Vermont Waters.* Department of Environmental Conservation.
⁶ If no ANR mapped river corridor is present, VHB proposed river corridor is applied pursuant to ANR. 2017. *Flood Hazard Area and River Corridor Protection Procedure*, as applicable.

ATTACHMENT 4

Summary of Onsite Wetlands

Project: Country Club Road Site
Client: City of Montpelier
Location: 203 Country Club Rd, Montpelier, VT 05602
Delineated By: M. Jackman, L. Keszey, K. Maines, B. Galligan
Delineation Date(s): 9/16, 9/28, 10/20
Prepared By: VHB (B. Galligan)



VHB Delineated Wetlands												
Wetland ID	Delineated Area (Square Feet) ¹	Cowardin Classification ²	Hydrology Indicator	Hydric Soil Indicator	Vermont Wetland Rules Classification						Typical Vegetation	Comments
					Contiguous to a VSWI-mapped Wetland?	Riparian Wetland Contiguous to Stream Channel? (Flow Regime) ³	VWR Section 4.6 Presumptions ⁴	VWR Section 5 Functional Criteria Presence / Significance		VHB-Proposed VWR Classification ⁶		
								Type ⁵	VHB-Presumed Significant?			
2022-1	33,472	PFO	Oxidized Rhizospheres on Living Roots (C3), Geomorphic Position (D2)	Depleted Matrix (F3), Redox Dark Surface (F6)	No	Unknown	4.6a	5.1(P), 5.2(P)	Yes	II	<i>Solidago gigantea, Onoclea sensibilis</i>	On southern border south of Fairway Drive
2022-2	786	PEM	Oxidized Rhizospheres on Living Roots (C3), Geomorphic Position (D2), Shallow Aquitard (D3)	Redox Dark Surface (F6)	No	No	-	5.1(L), 5.2(L)	No	III	<i>Stellaria longifolia, Prunella vulgaris, Galium palustre</i>	On former golf course in the east central portion of the Study Area.
2022-100	16,087	PEM	Oxidized Rhizospheres on Living Roots (C3), Geomorphic Position (D2)	Depleted Matrix (F3), Redox Dark Surface (F6)	No	No	-	5.1(P), 5.2(P)	Yes	II	<i>Stellaria longifolia, Poa palustris, Galium palustre</i>	Found within the golf course area, in the east-central portion of the Study Area. Drained by ditch.
2022-101	6,419	PEM	Oxidized Rhizospheres on Living Roots (C3), Geomorphic Position (D2)	Depleted Matrix (F3), Redox Dark Surface (F6)	No	No	-	5.1(P), 5.2(P)	Yes	II	<i>Stellaria longifolia, Poa palustris, Galium palustre</i>	Found within the golf course area, in the east-central portion of the Study Area. Drained by ditch.
2022-102	994	PFO	Water-Stained Leaves (B9), Oxidized Rhizospheres on Living Roots (C3)	Redox Dark Surface (F6)	No	No	4.6a	5.1(P), 5.2(P)	Yes	II	<i>Rubus pubescens, Acer rubrum, Osmundastrum cinnamomeum</i>	The wetland is in the eastern forested portion of the Study Area near Stream 2022-SC-10.
2022-103	17,456	PFO	Water-Stained Leaves (B9), Oxidized Rhizospheres on Living Roots (C3)	Redox Dark Surface (F6)	No	No	4.6a	5.1(P), 5.2(P)	Yes	II	<i>Alnus incana, Rubus pubescens</i>	Sloped seep northeast of clubhouse draining to large complex east of Study Area boundary.
2022-104	8,151	PSS	Saturation (A3), Water-Stained Leaves (B9), Oxidized Rhizospheres on Living Roots (C3)	Redox Dark Surface (F6)	No	Yes(I)	4.6b, c	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Salix bebbiana, Typha latifolia</i>	Wetland is in a wooded area in south-central portion of the golf course, in line with Stream 2022-SC-302b.
2022-106	3,090	PSS	Saturation (A3), High Water Table (A2), Water-Stained Leaves (B9), Geomorphic Position (D2), Oxidized Rhizospheres on Living Roots (C3)	Depleted Dark Surface (F7), Depleted Matrix (F3)	No	Yes(I)	4.6b	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Salix bebbiana, Phragmites australis</i>	Wetland along 2022-SC-301 in the center of the Study Area.
2022-107	1,736	PFO	Saturation (A3), Thin Muck Surface (C7), Shallow Aquitard (D3)	Histic Epipedon (A1)	No	No	-	5.1(L), 5.2(L)	No	III	<i>Impatiens capensis, Tsuga canadensis</i>	Wetland in northwest corner of the Study Area.
2022-108	21,926	PSS	Saturation (A3), Geomorphic Position (D2)	Redox Dark Surface (F6)	No	Yes(I)	4.6a, b, c	5.1(P), 5.2(P), 5.6(P), 5.10(P)	Yes	II	<i>Alnus incana</i>	Wetland in the southwest corner of the Study Area on Stream 2022-SC-4.
2022-109	2,712	PEM	Saturation (A3), Oxidized Rhizospheres on Living Roots (C3), Geomorphic Position (D2)	Redox Dark Surface (F6)	No	Yes(P)	4.6b	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Juncus acuminatus, Impatiens capensis</i>	Wetland on the south-central boundary of the Study Area on Streams 2022-SC-301 and 302.
2022-110	1,256	PEM	Oxidized Rhizospheres on Living Roots (C3), Water-Stained Leaves (B9)	Redox Dark Surface (F6)	No	Yes(I)	4.6b	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Solidago gigantea, onoclea sensibilis</i>	Wetland on slope draining to Stream 2022-SC-300.
2022-111	57,143	PFO	Surface Water (A1)	Histic Epipedon (A2)	No	No	4.6a	5.1(P), 5.2(P)	Yes	II	<i>Alnus incana, Equisetum sylvaticum</i>	Largest wetland in the Study Area, on its southwestern boundary.
2022-112	1,085	PSS	Saturation (A3), Water-Stained Leaves (B9), Oxidized Rhizospheres on Living Roots (C3)	Redox Dark Surface (F6)	No	Yes(I)	4.6b, c	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Salix bebbiana, Typha latifolia</i>	Wetland is in a wooded area central area of the golf course on Stream 2022-302b.
2022-113	4,317	PSS	Saturation (A3), High Water Table (A2), Water-Stained Leaves (B9), Geomorphic Position (D2), Oxidized Rhizospheres on Living Roots (C3)	Depleted Dark Surface (F7), Depleted Matrix (F3)	No	Yes(I)	4.6b	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Salix bebbiana, Phragmites australis</i>	Wetland along 2022-SC-301 in the northwest portion of the golf course.
2022-400	2,962	PEM	Oxidized Rhizospheres on Living Roots (C3), Water-Stained Leaves (B9)	Redox Dark Surface (F6)	No	Yes(I)	4.6b, c	5.1(P), 5.2(P), 5.10(P)	Yes	II	<i>Polygonum cuspidatum, Osmunda claytoniana, Viburnum dentatum, Onoclea sensibilis, Lonicera morrowii</i>	Accepts golf course drainage, south central location at head of Stream 2022-SC-305.
2022-401	6,253	PEM	Saturation (A3), Water-Stained Leaves (B9)	Depleted Matrix (F3)	No	No	-	5.1(L), 5.2(L)	No	III	<i>Typha Latifolia</i>	Constructed pond that is connected via a culvert to Wetland 2022-100.

Notes:

Wetland features that continue outside of Study Area are denoted in **Bold** text.
¹ All delineated wetlands were field-delineated per the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northeast and North Central Region. U.S. Army Corps of Engineers. 2012.
² Classification follows Cowardin, L.M., V. Carter, F.C. Golet, and E.T. LaRoe. 1979. Classification of Wetlands and Deepwater Habitat of the United States. U.S. Fish and Wildlife Service. FWS/OBD-79/31. 103pp.
³ Wetland contiguity to streams as defined in the Vermont ANR 12/9/05 Guidance for Agency Act 250 and Section 248 Comments Regarding Riparian Buffers and confirmed if a delineated perennial or intermittent stream channel inflows, through flows, and outflows from a delineated wetland. The vegetative assemblage natural community type is used when determining riparian vegetation function. Flow regime determined based on qualitative observations of instream hydrology indicators and geomorphic characteristic and are subject to professional judgment (P=Perennial, I=Intermittent, E=Ephemeral).
⁴ Alpha-numeric codes correspond with Section 4.6 Presumptions of the 2020 Vermont Wetland Rules.
⁵ VWR Section 5: Functional Criteria for Evaluating a Wetland's Significance: 5.1=Water Storage for Flood Water and Storm Runoff, 5.2=Surface and Groundwater Protection, 5.3=Fish Habitat, 5.4=Wildlife Habitat, 5.5=Exemplary Wetland Natural Community, 5.6=Rare, Threatened or Endangered Species Habitat, 5.7=Education and Research Natural Sciences, 5.8=Recreational Value and Economic Benefits, 5.9=Open Space and Aesthetics, 5.10=Erosion Control Through Binding and Stabilizing the Soil. (P)= Present, (H)=High, (L)=Low, Correspond to observed level of functionality.
⁶ VHB-Proposed VWR Classifications are pending confirmation via a site visit with a DEC District Wetland Ecologist in 2023.

ATTACHMENT 5



United States Department of the Interior



FISH AND WILDLIFE SERVICE
New England Ecological Services Field Office
70 Commercial Street, Suite 300
Concord, NH 03301-5094
Phone: (603) 223-2541 Fax: (603) 223-0104

In Reply Refer To:
Project Code: 2023-0019399
Project Name: Elks Club Golf Course Project

November 29, 2022

Subject: List of threatened and endangered species that may occur in your proposed project location or may be affected by your proposed project

To Whom It May Concern:

Please review this letter each time you request an Official Species List, we will continue to update it with additional information and links to websites may change.

About Official Species Lists

The purpose of the Act is to provide a means whereby threatened and endangered species and the ecosystems upon which they depend may be conserved. Federal and non-Federal project proponents have responsibilities under the Act to consider effects on listed species.

The enclosed species list identifies threatened, endangered, proposed, and candidate species, as well as proposed and final designated critical habitat, that may occur within the boundary of your proposed project and/or may be affected by your proposed project. The species list fulfills the requirements of the U.S. Fish and Wildlife Service (Service) under section 7(c) of the Endangered Species Act (Act) of 1973, as amended (16 U.S.C. 1531 et seq.).

New information based on updated surveys, changes in the abundance and distribution of species, changed habitat conditions, or other factors could change this list. Please note that under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this species list should be verified after 90 days. The Service recommends that verification be completed by visiting the ECOS-IPaC website at regular intervals during project planning and implementation for updates to species lists and information. An updated list may be requested by returning to an existing project's page in IPaC.

Endangered Species Act Project Review

Please visit the “**New England Field Office Endangered Species Project Review and Consultation**” website for step-by-step instructions on how to consider effects on listed

species and prepare and submit a project review package if necessary:

<https://www.fws.gov/office/new-england-ecological-services/endangered-species-project-review>

NOTE Please do not use the **Consultation Package Builder** tool in IPaC except in specific situations following coordination with our office. Please follow the project review guidance on our website instead and reference your **Project Code** in all correspondence.

Northern Long-eared Bat Update - Additionally, please note that on March 23, 2022, the Service published a proposal to reclassify the northern long-eared bat (NLEB) as endangered under the Endangered Species Act. The U.S. District Court for the District of Columbia has ordered the Service to complete a new final listing determination for the NLEB by November 2022 (Case 1:15-cv-00477, March 1, 2021). The bat, currently listed as threatened, faces extinction due to the range-wide impacts of white-nose syndrome (WNS), a deadly fungal disease affecting cave-dwelling bats across the continent. The proposed reclassification, if finalized, would remove the current 4(d) rule for the NLEB, as these rules may be applied only to threatened species. Depending on the type of effects a project has on NLEB, the change in the species' status may trigger the need to re-initiate consultation for any actions that are not completed and for which the Federal action agency retains discretion once the new listing determination becomes effective (anticipated to occur by December 30, 2022). If your project may result in incidental take of NLEB after the new listing goes into effect this will first need to be addressed in an updated consultation that includes an Incidental Take Statement. If your project may require re-initiation of consultation, please contact our office for additional guidance.

Additional Info About Section 7 of the Act

Under section 7(a)(2) of the Act and its implementing regulations (50 CFR 402 et seq.), Federal agencies are required to determine whether projects may affect threatened and endangered species and/or designated critical habitat. If a Federal agency, or its non-Federal representative, determines that listed species and/or designated critical habitat may be affected by the proposed project, the agency is required to consult with the Service pursuant to 50 CFR 402. In addition, the Federal agency also may need to consider proposed species and proposed critical habitat in the consultation. 50 CFR 402.14(c)(1) specifies the information required for consultation under the Act regardless of the format of the evaluation. More information on the regulations and procedures for section 7 consultation, including the role of permit or license applicants, can be found in the "Endangered Species Consultation Handbook" at:

<https://www.fws.gov/service/section-7-consultations>

In addition to consultation requirements under Section 7(a)(2) of the ESA, please note that under sections 7(a)(1) of the Act and its implementing regulations (50 CFR 402 et seq.), Federal agencies are required to utilize their authorities to carry out programs for the conservation of threatened and endangered species. Please contact NEFO if you would like more information.

Candidate species that appear on the enclosed species list have no current protections under the

ESA. The species' occurrence on an official species list does not convey a requirement to consider impacts to this species as you would a proposed, threatened, or endangered species. The ESA does not provide for interagency consultations on candidate species under section 7, however, the Service recommends that all project proponents incorporate measures into projects to benefit candidate species and their habitats wherever possible.

Migratory Birds

In addition to responsibilities to protect threatened and endangered species under the Endangered Species Act (ESA), there are additional responsibilities under the Migratory Bird Treaty Act (MBTA) and the Bald and Golden Eagle Protection Act (BGEPA) to protect native birds from project-related impacts. Any activity, intentional or unintentional, resulting in take of migratory birds, including eagles, is prohibited unless otherwise permitted by the U.S. Fish and Wildlife Service (50 C.F.R. Sec. 10.12 and 16 U.S.C. Sec. 668(a)). For more information regarding these Acts see:

<https://www.fws.gov/program/migratory-bird-permit>

<https://www.fws.gov/library/collections/bald-and-golden-eagle-management>

Please feel free to contact us at **newengland@fws.gov** with your **Project Code** in the subject line if you need more information or assistance regarding the potential impacts to federally proposed, listed, and candidate species and federally designated and proposed critical habitat.

Attachment(s): Official Species List

Attachment(s):

- Official Species List
-

Official Species List

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

New England Ecological Services Field Office

70 Commercial Street, Suite 300

Concord, NH 03301-5094

(603) 223-2541

Project Summary

Project Code: 2023-0019399
Project Name: Elks Club Golf Course Project
Project Type: Management Plans Land Management/Restoration
Project Description: Multi-Phased Development of the Former Elks Club located in Montpelier, Vermont.

Project Location:

Approximate location of the project can be viewed in Google Maps: <https://www.google.com/maps/@44.248982600000005,-72.54351184019313,14z>



Counties: Washington County, Vermont

Endangered Species Act Species

There is a total of 2 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries¹, as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

-
1. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

Mammals

NAME	STATUS
Northern Long-eared Bat <i>Myotis septentrionalis</i> No critical habitat has been designated for this species. Species profile: https://ecos.fws.gov/ecp/species/9045	Threatened

Insects

NAME	STATUS
Monarch Butterfly <i>Danaus plexippus</i> No critical habitat has been designated for this species. Species profile: https://ecos.fws.gov/ecp/species/9743	Candidate

Critical habitats

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

IPaC User Contact Information

Agency: VHB
Name: Kaitlyn Maines
Address: 40 IDX Drive
Address Line 2: Building 100, Suite 200
City: South Burlington
State: VT
Zip: 05403
Email: kmaines@vhb.com
Phone: 8024976189

ATTACHMENT 6

Species Checklist - Partial Floristic Inventory

Project: Country Club Road Site

Client: City of Montpelier, VT

Location: Montpelier, VT

Survey Date(s): September 16, 2022 (L. Keszey)

Prepared By: VHB - October 12, 2022



Scientific Name ¹	Common Name	Family	VT Rarity Rank ²	Non-Native Invasive Species ^{3,4}
<i>Acer ginnala</i> Maxim.	Amur maple	Aceraceae	-	B
<i>Acer negundo</i> L.	boxelder	Aceraceae	-	-
<i>Acer pensylvanicum</i> L.	striped maple	Aceraceae	-	-
<i>Acer rubrum</i> L.	red maple	Aceraceae	-	-
<i>Acer saccharum</i> Marshall	sugar maple	Aceraceae	-	-
<i>Achillea millefolium</i> L.	common yarrow	Asteraceae	-	-
<i>Actaea pachypoda</i> Elliott	white baneberry	Ranunculaceae	-	-
<i>Adiantum pedatum</i> L.	northern maidenhair	Pteridaceae	-	-
<i>Aegopodium podagraria</i> L.	bishop's goutweed	Apiaceae	-	B
<i>Agrostis gigantea</i> Roth	redtop	Poaceae	-	-
<i>Alliaria petiolata</i> (M. Bieb.) Cavara & Grande	garlic mustard	Brassicaceae	-	B
<i>Allium tricoccum</i> Aiton	ramp	Liliaceae	-	-
<i>Alnus incana</i> (L.) Moench	gray alder	Betulaceae	-	-
<i>Amelanchier</i> Medik.	serviceberry	Rosaceae	-	-
<i>Amphicarpaea bracteata</i> (L.) Fernald	American hogpeanut	Fabaceae	-	-
<i>Anthriscus sylvestris</i> (L.) Hoffm.	wild chervil	Apiaceae	-	WL
<i>Apios americana</i> Medik.	groundnut	Fabaceae	-	-
<i>Arctium lappa</i> L.	greater burdock	Asteraceae	-	-
<i>Artemisia vulgaris</i> L.	common wormwood	Asteraceae	-	-
<i>Asclepias syriaca</i> L.	common milkweed	Asclepiadaceae	-	-
<i>Berberis vulgaris</i> L.	common barberry	Berberidaceae	-	B
<i>Betula alleghaniensis</i> Britton	yellow birch	Betulaceae	-	-
<i>Betula lenta</i> L.	sweet birch	Betulaceae	-	-
<i>Betula papyrifera</i> Marshall	paper birch	Betulaceae	-	-
<i>Betula populifolia</i> Marshall	gray birch	Betulaceae	-	-
<i>Bidens frondosa</i> L.	devil's beggartick	Asteraceae	-	-
<i>Bromus inermis</i> Leys.	smooth brome	Poaceae	-	-
<i>Calystegia sepium</i> (L.) R. Br.	hedge false bindweed	Convolvulaceae	-	-
<i>Carex baileyi</i> Britton	Bailey's sedge	Cyperaceae	-	-
<i>Carex gracillima</i> Schwein.	graceful sedge	Cyperaceae	-	-
<i>Carex intumescens</i> Rudge	greater bladder sedge	Cyperaceae	-	-
<i>Carex lurida</i> Wahlenb.	shallow sedge	Cyperaceae	-	-
<i>Carex pensylvanica</i> Lam.	Pennsylvania sedge	Cyperaceae	-	-
<i>Carex plantaginea</i> Lam.	plantainleaf sedge	Cyperaceae	-	-
<i>Carex scabrata</i> Schwein.	eastern rough sedge	Cyperaceae	-	-
<i>Carex scoparia</i> Schkuhr ex Willd.	broom sedge	Cyperaceae	-	-
<i>Carpinus caroliniana</i> Walter ssp. <i>virginiana</i> (Marshall) Furlow	American hornbeam	Betulaceae	-	-
<i>Caulophyllum thalictroides</i> (L.) Michx.	blue cohosh	Berberidaceae	-	-
<i>Chelone glabra</i> L.	white turtlehead	Scrophulariaceae	-	-
<i>Chenopodium album</i> L.	lambquarters	Chenopodiaceae	-	-
<i>Circaea alpina</i> L.	small enchanter's nightshade	Onagraceae	-	-

Scientific Name ¹	Common Name	Family	VT Rarity Rank ²	Non-Native Invasive Species ^{3,4}
<i>Cirsium vulgare</i> (Savi) Ten.	bull thistle	Asteraceae	-	-
<i>Clematis virginiana</i> L.	devil's darning needles	Ranunculaceae	-	-
<i>Clinopodium vulgare</i> L.	wild basil	Lamiaceae	-	-
<i>Conyza canadensis</i> (L.) Cronquist var. <i>canadensis</i>	Canadian horseweed	Asteraceae	-	-
<i>Cornus alternifolia</i> L. f.	alternateleaf dogwood	Cornaceae	-	-
<i>Cornus amomum</i> Mill.	silky dogwood	Cornaceae	-	-
<i>Cornus sericea</i> L.	redosier dogwood	Cornaceae	-	-
<i>Crataegus</i> L.	hawthorn	Rosaceae	-	-
<i>Dactylis glomerata</i> L.	orchardgrass	Poaceae	-	-
<i>Danthonia spicata</i> (L.) P. Beauv. ex Roem. & Schult.	poverty oatgrass	Poaceae	-	-
<i>Daucus carota</i> L.	Queen Anne's lace	Apiaceae	-	-
<i>Dennstaedtia punctilobula</i> (Michx.) T. Moore	eastern hayscented fern	Dennstaedtiaceae	-	-
<i>Dichanthelium depauperatum</i> (Muhl.) Gould	starved panicgrass	Poaceae	-	-
<i>Digitaria ischaemum</i> (Schreb.) Schreb. ex Muhl.	smooth crabgrass	Poaceae	-	-
<i>Doellingeria umbellata</i> (Mill.) Nees	parasol whitetop	Asteraceae	-	-
<i>Dryopteris campyloptera</i> Clarkson	mountain woodfern	Dryopteridaceae	-	-
<i>Dryopteris intermedia</i> (Muhl. ex Willd.) A. Gray	intermediate woodfern	Dryopteridaceae	-	-
<i>Echinochloa crus-galli</i> (L.) P. Beauv.	barnyardgrass	Poaceae	-	-
<i>Elymus repens</i> (L.) Gould	quackgrass	Poaceae	-	-
<i>Epifagus virginiana</i> (L.) W.P.C. Barton	beechnuts	Orobanchaceae	-	-
<i>Epilobium ciliatum</i> Raf.	fringed willowherb	Onagraceae	-	-
<i>Epilobium coloratum</i> Biehler	purpleleaf willowherb	Onagraceae	-	-
<i>Epipactis helleborine</i> (L.) Crantz	broadleaf helleborine	Orchidaceae	-	-
<i>Equisetum arvense</i> L.	field horsetail	Equisetaceae	-	-
<i>Equisetum sylvaticum</i> L.	woodland horsetail	Equisetaceae	-	-
<i>Erigeron annuus</i> (L.) Pers.	eastern daisy fleabane	Asteraceae	-	-
<i>Eupatorium perfoliatum</i> L.	common boneset	Asteraceae	-	-
<i>Euthamia graminifolia</i> (L.) Nutt.	flat-top goldentop	Asteraceae	-	-
<i>Eutrochium maculatum</i> (L.) E.E. Lamont	spotted joe pye weed	Asteraceae	-	-
<i>Festuca filiformis</i> Pourr.	fineleaf sheep fescue	Poaceae	-	-
<i>Festuca rubra</i> L.	red fescue	Poaceae	-	-
<i>Festuca trachyphylla</i> (Hack.) Krajina, nom. illeg.	41677	Poaceae	-	-
<i>Filipendula ulmaria</i> (L.) Maxim.	queen of the meadow	Rosaceae	-	WL
<i>Fragaria virginiana</i> Duchesne	Virginia strawberry	Rosaceae	-	-
<i>Fraxinus pennsylvanica</i> Marshall	green ash	Oleaceae	-	-
<i>Galeopsis tetrahit</i> L.	brittlestem hempnettle	Lamiaceae	-	-
<i>Galium mollugo</i> L.	false baby's breath	Rubiaceae	-	-
<i>Galium palustre</i> L.	common marsh bedstraw	Rubiaceae	-	-
<i>Gentiana linearis</i> Froel.	narrowleaf gentian	Gentianaceae	-	-
<i>Geranium robertianum</i> L.	Robert geranium	Geraniaceae	-	-
<i>Geum canadense</i> Jacq.	white avens	Rosaceae	-	-
<i>Geum laciniatum</i> Murray	rough avens	Rosaceae	-	-
<i>Geum rivale</i> L.	purple avens	Rosaceae	-	-
<i>Glyceria striata</i> (Lam.) Hitchc.	fowl mannagrass	Poaceae	-	-
<i>Hackelia virginiana</i> (L.) I.M. Johnst.	beggarslice	Boraginaceae	-	-
<i>Hylotelephium telephium</i> (L.) H. Ohba	witch's moneybags	Crassulaceae	-	-
<i>Hypericum perforatum</i> L.	common St. Johnswort	Clusiaceae	-	-
<i>Impatiens capensis</i> Meerb.	jewelweed	Balsaminaceae	-	-
<i>Inula helenium</i> L.	elecampane inula	Asteraceae	-	-

Scientific Name ¹	Common Name	Family	VT Rarity Rank ²	Non-Native Invasive Species ^{3,4}
<i>Juncus articulatus</i> L.	jointleaf rush	Juncaceae	-	-
<i>Juncus effusus</i> L.	common rush	Juncaceae	-	-
<i>Juncus tenuis</i> Willd.	poverty rush	Juncaceae	-	-
<i>Leersia oryzoides</i> (L.) Sw.	rice cutgrass	Poaceae	-	-
<i>Leontodon autumnalis</i> L.	fall dandelion	Asteraceae	-	-
<i>Leucanthemum vulgare</i> Lam.	oxeye daisy	Asteraceae	-	-
<i>Lobelia inflata</i> L.	Indian-tobacco	Campanulaceae	-	-
<i>Lonicera morrowii</i> A. Gray	Morrow's honeysuckle	Caprifoliaceae	-	B
<i>Lotus corniculatus</i> L.	bird's-foot trefoil	Fabaceae	-	-
<i>Lycopodium clavatum</i> L.	running clubmoss	Lycopodiaceae	-	-
<i>Lycopodium complanatum</i> L.	groundcedar	Lycopodiaceae	-	-
<i>Lysimachia nummularia</i> L.	creeping jenny	Primulaceae	-	-
<i>Lythrum salicaria</i> L.	purple loosestrife	Lythraceae	-	B
<i>Maianthemum canadense</i> Desf.	Canada mayflower	Liliaceae	-	-
<i>Malus</i> Mill.	apple	Rosaceae	-	-
<i>Matteuccia struthiopteris</i> (L.) Todaro	ostrich fern	Dryopteridaceae	-	-
<i>Mimulus moschatus</i> Douglas ex Lindl. (syn. <i>Erythranthe moschata</i>)	muskflower	Scrophulariaceae	S3	-
<i>Mitchella repens</i> L.	partridgeberry	Rubiaceae	-	-
<i>Monotropa hypopithys</i> L.	pinenap	Monotropaceae	-	-
<i>Nasturtium officinale</i> W.T. Aiton	watercress	Brassicaceae	-	-
<i>Onoclea sensibilis</i> L.	sensitive fern	Dryopteridaceae	-	-
<i>Osmunda regalis</i> L.	royal fern	Osmundaceae	-	-
<i>Ostrya virginiana</i> (Mill.) K. Koch	hophornbeam	Betulaceae	-	-
<i>Oxalis montana</i> Raf.	mountain woodsorrel	Oxalidaceae	-	-
<i>Oxalis stricta</i> L.	common yellow oxalis	Oxalidaceae	-	-
<i>Panicum capillare</i> L.	witchgrass	Poaceae	-	-
<i>Panicum dichotomiflorum</i> Michx.	fall panicgrass	Poaceae	-	-
<i>Parthenocissus quinquefolia</i> (L.) Planch.	Virginia creeper	Vitaceae	-	-
<i>Phalaris arundinacea</i> L.	reed canarygrass	Poaceae	-	WL
<i>Phegopteris connectilis</i> (Michx.) Watt	long beechfern	Thelypteridaceae	-	-
<i>Phleum pratense</i> L.	timothy	Poaceae	-	-
<i>Plantago lanceolata</i> L.	narrowleaf plantain	Plantaginaceae	-	-
<i>Plantago major</i> L.	common plantain	Plantaginaceae	-	-
<i>Poa palustris</i> L.	fowl bluegrass	Poaceae	-	-
<i>Polygonum aviculare</i> L.	prostrate knotweed	Polygonaceae	-	-
<i>Polygonum cuspidatum</i> Siebold & Zucc.	Japanese knotweed	Polygonaceae	-	B
<i>Polygonum pensylvanicum</i> L.	Pennsylvania smartweed	Polygonaceae	-	-
<i>Polygonum persicaria</i> L.	spotted ladythumb	Polygonaceae	-	-
<i>Polygonum sagittatum</i> L.	arrowleaf tearthumb	Polygonaceae	-	-
<i>Polystichum acrostichoides</i> (Michx.) Schott	Christmas fern	Dryopteridaceae	-	-
<i>Populus balsamifera</i> L.	balsam poplar	Salicaceae	-	-
<i>Populus deltoides</i> W. Bartram ex Marshall	eastern cottonwood	Salicaceae	-	-
<i>Populus grandidentata</i> Michx.	bigtooth aspen	Salicaceae	-	-
<i>Populus tremuloides</i> Michx.	quaking aspen	Salicaceae	-	-
<i>Prenanthes alba</i> L.	white rattlesnakeroot	Asteraceae	-	-
<i>Prunella vulgaris</i> L.	common selfheal	Lamiaceae	-	-
<i>Prunus serotina</i> Ehrh.	black cherry	Rosaceae	-	-
<i>Prunus virginiana</i> L.	chokecherry	Rosaceae	-	-

Scientific Name ¹	Common Name	Family	VT Rarity Rank ²	Non-Native Invasive Species ^{3,4}
<i>Quercus rubra</i> L.	northern red oak	Fagaceae	-	-
<i>Ranunculus acris</i> L.	tall buttercup	Ranunculaceae	-	-
<i>Ranunculus repens</i> L.	creeping buttercup	Ranunculaceae	-	-
<i>Rhamnus cathartica</i> L.	common buckthorn	Rhamnaceae	-	B
<i>Rhus typhina</i> L.	staghorn sumac	Anacardiaceae	-	-
<i>Rosa blanda</i> Aiton	smooth rose	Rosaceae	-	-
<i>Rosa multiflora</i> Thunb.	multiflora rose	Rosaceae	-	WL
<i>Rubus canadensis</i> L.	smooth blackberry	Rosaceae	-	-
<i>Rubus idaeus</i> L.	American red raspberry	Rosaceae	-	-
<i>Rubus odoratus</i> L.	purpleflowering raspberry	Rosaceae	-	-
<i>Rubus pubescens</i> Raf.	dwarf red blackberry	Rosaceae	-	-
<i>Rumex crispus</i> L.	curly dock	Polygonaceae	-	-
<i>Salix bebbiana</i> Sarg.	Bebb willow	Salicaceae	-	-
<i>Salix discolor</i> Muhl.	pussy willow	Salicaceae	-	-
<i>Salix eriocephala</i> Michx.	Missouri River willow	Salicaceae	-	-
<i>Salix sericea</i> Marshall	silky willow	Salicaceae	-	-
<i>Sambucus nigra</i> L.	black elderberry	Caprifoliaceae	-	-
<i>Schedonorus pratensis</i> (Huds.) P. Beauv.	meadow fescue	Poaceae	-	-
<i>Scirpus atrovirens</i> Willd.	green bulrush	Cyperaceae	-	-
<i>Scirpus cyperinus</i> (L.) Kunth	woolgrass	Cyperaceae	-	-
<i>Scirpus microcarpus</i> J. Presl & C. Presl	panicled bulrush	Cyperaceae	-	-
<i>Scutellaria lateriflora</i> L.	blue skullcap	Lamiaceae	-	-
<i>Securigera varia</i> (L.) Lassen	crownvetch	Fabaceae	-	-
<i>Smilax herbacea</i> L.	smooth carrionflower	Smilacaceae	-	-
<i>Solanum dulcamara</i> L.	climbing nightshade	Solanaceae	-	-
<i>Solidago bicolor</i> L.	white goldenrod	Asteraceae	-	-
<i>Solidago caesia</i> L.	wreath goldenrod	Asteraceae	-	-
<i>Solidago canadensis</i> L.	Canada goldenrod	Asteraceae	-	-
<i>Solidago flexicaulis</i> L.	zigzag goldenrod	Asteraceae	-	-
<i>Solidago gigantea</i> Aiton	giant goldenrod	Asteraceae	-	-
<i>Solidago rugosa</i> Mill.	wrinkleleaf goldenrod	Asteraceae	-	-
<i>Spiraea alba</i> Du Roi	white meadowsweet	Rosaceae	-	-
<i>Sporobolus vaginiflorus</i> (Torr. ex A. Gray) Alph. Wood	poverty dropseed	Poaceae	-	-
<i>Streptopus amplexifolius</i> (L.) DC.	claspleaf twistedstalk	Liliaceae	-	-
<i>Symphyotrichum cordifolium</i> (L.) G.L. Nesom	common blue wood aster	Asteraceae	-	-
<i>Symphyotrichum lanceolatum</i> (Willd.) G.L. Nesom	white panicle aster	Asteraceae	-	-
<i>Symphyotrichum lateriflorum</i> (L.) Á. Löve & D. Löve	calico aster	Asteraceae	-	-
<i>Symphyotrichum novae-angliae</i> (L.) G.L. Nesom	New England aster	Asteraceae	-	-
<i>Symphyotrichum puniceum</i> (L.) Á. Löve & D. Löve	purplestem aster	Asteraceae	-	-
<i>Taraxacum officinale</i> F.H. Wigg.	common dandelion	Asteraceae	-	-
<i>Thelypteris noveboracensis</i> (L.) Nieuwl.	New York fern	Thelypteridaceae	-	-
<i>Thuja occidentalis</i> L.	arborvitae	Cupressaceae	-	-
<i>Tiarella cordifolia</i> L.	heartleaf foamflower	Saxifragaceae	-	-
<i>Tilia americana</i> L.	American basswood	Tiliaceae	-	-
<i>Toxicodendron rydbergii</i> (Small ex Rydb.) Greene	western poison ivy	Anacardiaceae	-	-
<i>Trifolium pratense</i> L.	red clover	Fabaceae	-	-
<i>Tsuga canadensis</i> (L.) Carrière	eastern hemlock	Pinaceae	-	-
<i>Tussilago farfara</i> L.	coltsfoot	Asteraceae	-	-
<i>Verbascum thapsus</i> L.	common mullein	Scrophulariaceae	-	-

Scientific Name ¹	Common Name	Family	VT Rarity Rank ²	Non-Native Invasive Species ^{3,4}
<i>Verbena hastata</i> L.	swamp verbena	Verbenaceae	-	-
<i>Veronica americana</i> Schwein. ex Benth.	American speedwell	Scrophulariaceae	-	-
<i>Veronica officinalis</i> L.	common gypsyweed	Scrophulariaceae	-	-
<i>Viburnum acerifolium</i> L.	mapleleaf viburnum	Caprifoliaceae	-	-
<i>Viburnum opulus</i> L.	European cranberrybush	Caprifoliaceae	-	-
<i>Vicia cracca</i> L.	bird vetch	Fabaceae	-	-
<i>Viola</i> L.	violet	Violaceae	-	-
<i>Vitis riparia</i> Michx.	riverbank grape	Vitaceae	-	-

¹ Nomenclature follows USDA, NRCS. 2022. The PLANTS Database (<http://plants.usda.gov>, 11/28/2022). National Plant Data Team, Greensboro, NC USA.

² The Vermont Rarity Rank from the "Rare and Uncommon Native Vascular Plants of Vermont - Vermont Natural Heritage Inventory - Vermont Fish & Wildlife Department", version dated May 4, 2022

³ Class B Noxious Weeds Species (B) from: Quarantine #3- Noxious Weeds (2012).

⁴ Watch List Species (WL) from: Vermont Invasive Exotic Plant Committee. 2017. Quarantine and Watch List Update.

Crown Consulting Archaeology, LLC

PO Box 358
50 Main Street
Winooski, VT 05404-0358

November 16, 2022

Stephanie T. Clarke
Vice President
White + Burke
40 College Street, Suite 100
PO Box 1007
Burlington, VT 05402-1007

RE: Archaeological Resources Assessment for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont

Dear Stephanie,

Attached, please find an Archaeological Resources Assessment (ARA) for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.

Crown Consulting Archaeology, LLC., conducted an ARA of the proposed project and identified six (6) small areas as sensitive for pre-Contact Native American sites. These six archaeologically sensitive areas occur in the undisturbed wooded section to the west of the golf course, and along the southern margins of the golf course. As a result of their marginal locations, it may be possible to avoid these archaeologically sensitive areas. If these areas cannot be avoided, then a Phase I site identification survey of the six sensitive areas, or at least those that will be disturbed is recommended as part of the ACT 250 permitting proposes.

Thank you for your interest in working with us on this project. Please feel free to contact me if you have any questions.

Sincerely,



Charles Knight, Ph.D.
Principal Investigator



**Archaeological Resources Assessment Report for the proposed
Elks Property Redevelopment Project, Montpelier, Washington County, Vermont**

Submitted to:

**Stephanie T. Clarke
Vice President
White + Burke
40 College Street, Suite 100
PO Box 1007
Burlington, VT 05402-1007**

Submitted by:

**Charles Knight, Ph.D.
Crown Consulting Archaeology, LLC
PO Box 358
50 Main Street
Winooski, VT 05404-0358**

November 16, 2022

**CCA Report
No. 2022-050**

Archaeological Resources Assessment Report for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont

Project Description

The City of Montpelier, with assistance from White + Burke propose the Elks Property Redevelopment Project, Montpelier, Washington County, Vermont (Figure 1). An Archaeological Resources Assessment (ARA) was requested to assess the archaeological sensitivity of a ~130-acre parcel located at 203 Country Club Road in Montpelier, Vermont (Figure 2). The project parcel constitutes the grounds of the former Montpelier Elks Country Club. The proposed project aims to ultimately redevelop a portion of the proposed project area that may include housing and recreational space.

The Archaeological Resources Assessment (ARA)

The goal of an ARA (or “review”) is to identify portions of a specific project’s Area of Potential Effects (APE) that have the potential for containing pre-Contact and/or historic sites. An ARA is to be accomplished through a “background search” and a “field inspection” of the project area. For this study, reference materials were reviewed following established guidelines. Resources examined included the National Register of Historic Places (NRHP) files; the Historic Sites and Structures Survey; and the USGS master archaeological maps that accompany the Vermont Archaeological Inventory (VAI). Relevant town histories and nineteenth-century maps also were consulted. Based on the background research, general contexts were derived for pre-Contact and historic resources in the study area.

Archaeological Site Potential

There are no known pre-Contact Native American archaeological sites within or adjacent to the proposed project parcel. The closest known archaeological site is VT-WA-23, located 650 m to the west of the western limits of the project’s Area of Potential Effects (APE). Site VT-WA-23 represents the remains of the Sabin Slate Quarry, which consists of several spoil piles visible on the surface. The proposed Elks Property project area is located on the southern slopes of a series of hills overlooking the Winooski River Valley. Several large tributary incisions cut through the project parcel, entering the Winooski River just south of its border. Considering that the Winooski River was a major inland thoroughfare connecting the project area to Lake Champlain, there is a high likelihood that the remains of pre-Contact Native American occupation may exist within the project limits. However, considering the massive landscaping that has occurred within the project parcel related to the original construction of the Montpelier Country Club golf course, the intact landforms that would contain such remains will be limited.

The Montpelier Elks Country Club was founded in 1902 as the Montpelier Country Club, and has been under the stewardship of the Montpelier Elks Lodge since the 1950s, renewed to the Montpelier Elks Country Club. In regard to potential historic period Euroamerican archaeological sites, neither the 1858 Wallings Map (Figure 3) nor the 1873 Beers Atlas (Figure 4) depict any structures within the proposed project limits.

South of the project area, along the margins of the Winooski River, several structures are depicted. These structures, however, lie outside of the proposed project's APE and will not be impacted by it. No properties located within or adjacent to the proposed project area have been listed on either the State or National Registers of Historic Places.

Desk Review

As part of the desk review, the Vermont Division of Historic Preservation's (VDHP) 2015 predictive model matrix for identifying pre-Contact Native American archaeological sites is employed for the project area. As stated in the VDHP Guidelines: "The predictive model is intended to identify areas with a high potential for containing significant precontact Native American sites." A completed matrix for the proposed project is presented in Figure 5. As can be seen, the Elks Property Redevelopment Area Project scores 88 on the Predictive Model, due to it being located within 90 m of the Winooski River (12), within 90 m of several permanent tributaries of the Winooski River (8), within 90 m of the confluence of these tributaries and the Winooski River (12), on a major alluvial terrace (32), on a high elevated landform (12), and along a natural travel corridor (12).

Site Visit

A field inspection of the project area was carried out on October 25, 2022 by Charles Knight, Principal Investigator of Crown Consulting Archaeology, LLC. Knight walked throughout the project's APE. Several small terraces in the wooded portions of the APE were identified as archaeologically sensitive, as were two small areas along the edges of the existing golf course. In general, however, the existing golf course grounds have been heavily disturbed and landscaped in order to construct the original golf course back in 1902. Historic USGS maps show a radical change in the natural topography of the area that resulted from the construction of the golf course (Figure 6). This corresponds to the disturbed soil profiles identified in soil cores take throughout the golf course area. As a result, a total of six (6) archaeologically sensitive areas were identified (Figures 7 and 8).

In general, the entire property slopes from north to south, towards the Winooski River Valley. The eastern wooded section is marked by several incised tributaries channeling down the hill towards the Winooski River (Figure 9). This eastern wooden section however, is completely on slope. Several small, isolated terraces were identified overlooking the river valley just beyond the property line of the eastern wooden section, but they will not be affected by the proposed project.

Most of the golf course proper is on slope (Figure 10). The lower third of the golf course contains level areas, such as the fairways and greens, but all these were heavily disturbed through the original landscaping to make the course itself.

In the western, wooded section of the project's APE, where golf course landscaping has not occurred, several small archaeologically sensitive areas were

identified. Area 1 was identified as a small level section immediately east of the powerline cut, which follows a deeply incised drainage down into the Winooski River (Figure 11). As such, it represents a level “bench” in an otherwise sloped landform. Areas 2-4 are similar small terrace edges, further downslope from Area 1. Area 2 is higher up the slope overlooking Areas 3 and 4 below, and perhaps represents an older, upland terrace (Figure 12). Areas 3 and 4 are essentially the same terrace landform, which is divided in the middle by a drainage channel, and corresponds with the 600 ft asl contour. Area 3, to the west, is longer (Figure 13), while Area 4, in the east, curves around the bend of the landform (Figure 14). Areas 3 and 4 represent the last level terrace landform upslope from the Winooski River (Figure 15). Archaeologically sensitive Area 5 represents a margin of the golf course, including a section of land next to a green and small portion in the adjacent woods that overlooks a deeply incised tributary drainage of the Winooski River (Figure 16). Likewise, Area 6 represent a similar margin of the golf course, south of the golf cart path that wraps around a head-of-draw of a small drainage, which immediately enters a major tributary drainage of the Winooski River (Figure 17). Further east and south along this same landform, near the end of Fairway Drive, the area has been disturbed by the construction of the golf course, maintenance shed and associated elements (Figure 18). Finally, a large knoll that juts out along the southeast corner of the golf course, east of the access road was levelled to make a parking lot (Figure 19). The southern end of this landform, beyond the parking lot also has been disturbed with evidence of bulldozing deposits and churned up soils (see Figure 19). Beyond these areas, all level landforms around the other margins of the former golf course have been disturbed. Land adjacent to the tributaries within the center of the former golf course, likewise are either on slope or have been disturbed.

In its natural state, the proposed project’s APE would likely contain innumerable more sensitive landforms, but due to massive landscaping as part of the construction of the original golf course, subsequent maintenance, and improvement projects, only 6 small areas of archaeological sensitivity were identified. No areas of historic period archaeological sensitivity were identified.

Conclusions

The City of Montpelier proposes the Elks Property Redevelopment Project, Montpelier, Washington. Crown Consulting Archaeology, LLC conducted an Archaeological Resources Assessment of the proposed redevelopment parcel and identified six (6) small areas as sensitive for pre-Contact Native American sites. The vast majority of the project’s APE is on slope, while most of the level areas within the golf course have been artificially leveled and filled. For this reason, the areas identified as archaeologically sensitive occur in the undisturbed wooded section to the west, and along the southern margins of the golf course. All archaeologically sensitive areas constitute level benches or terraces overlooking major tributaries of the Winooski River. Due to their marginal locations, it may be possible to avoid these archaeologically sensitive areas. If these areas cannot be avoided, then a Phase I site identification survey of the six sensitive areas, or at least those that will be disturbed is recommended

as part of the ACT 250 permitting proposes. No historic period archaeological sites are expected in the project's APE.

Thank you for working with us on this project. Please let me know if you have any questions or comments.

Charles Knight, Ph.D.
Principal Investigator

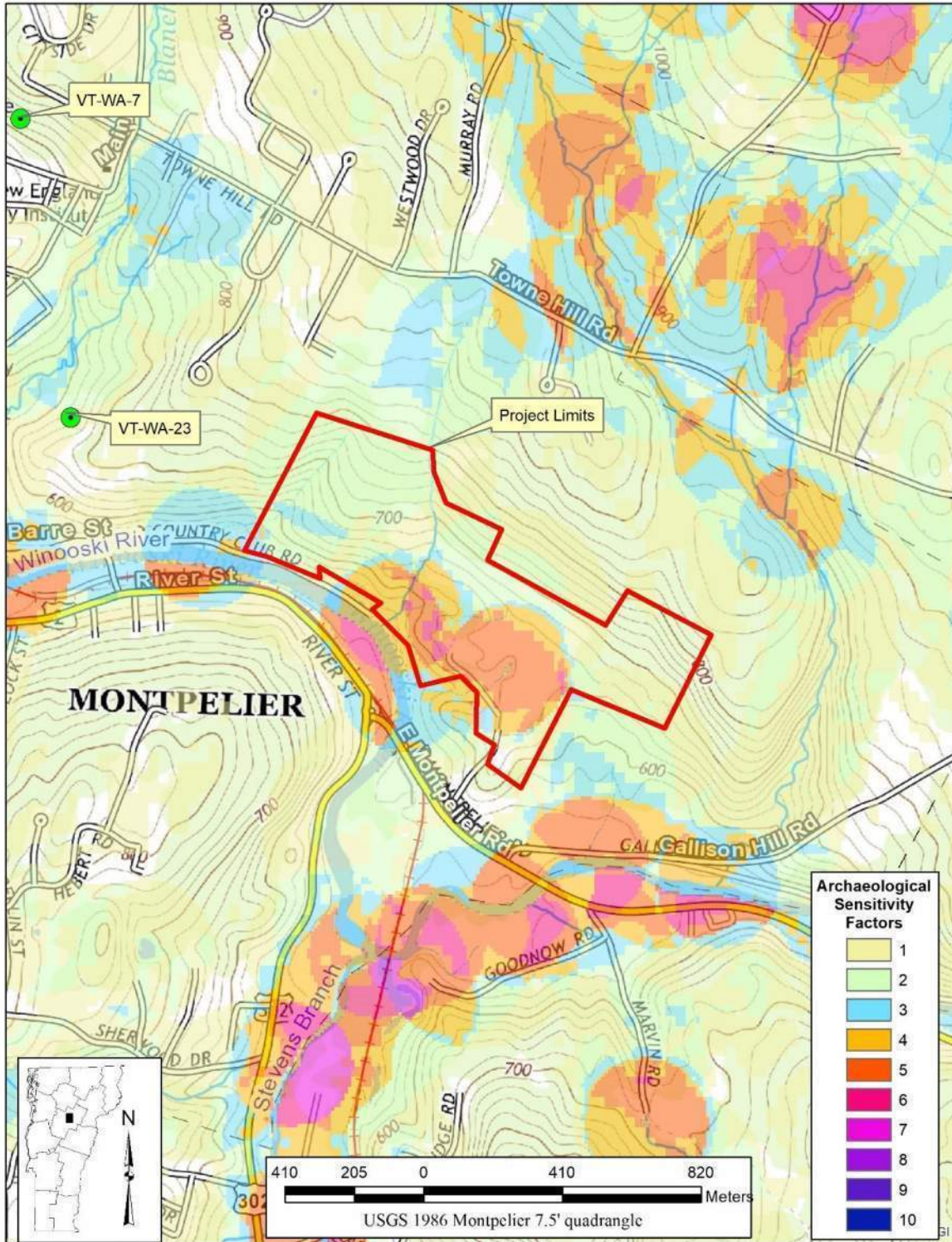


Figure 1. Map showing the location of the proposed Elks Property Redevelopment Project, in relation to archaeological sensitivity factors and known archaeological sites, Montpelier, Washington County, Vermont.



Figure 2, Aerial photograph showing the outline of the Area of Potential Effects for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.

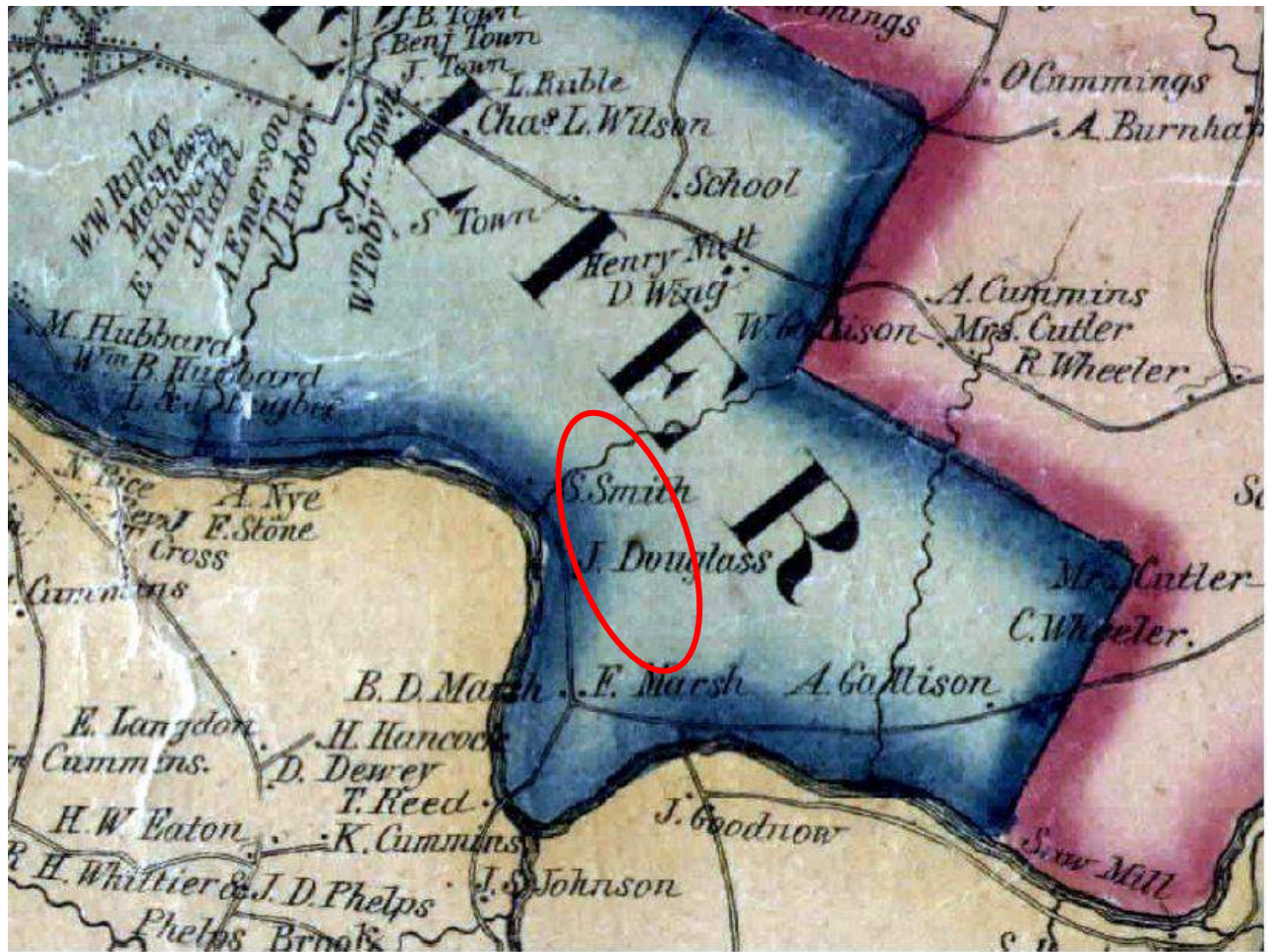


Figure 3. Historic 1858 Wallings map showing the approximate limits of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.

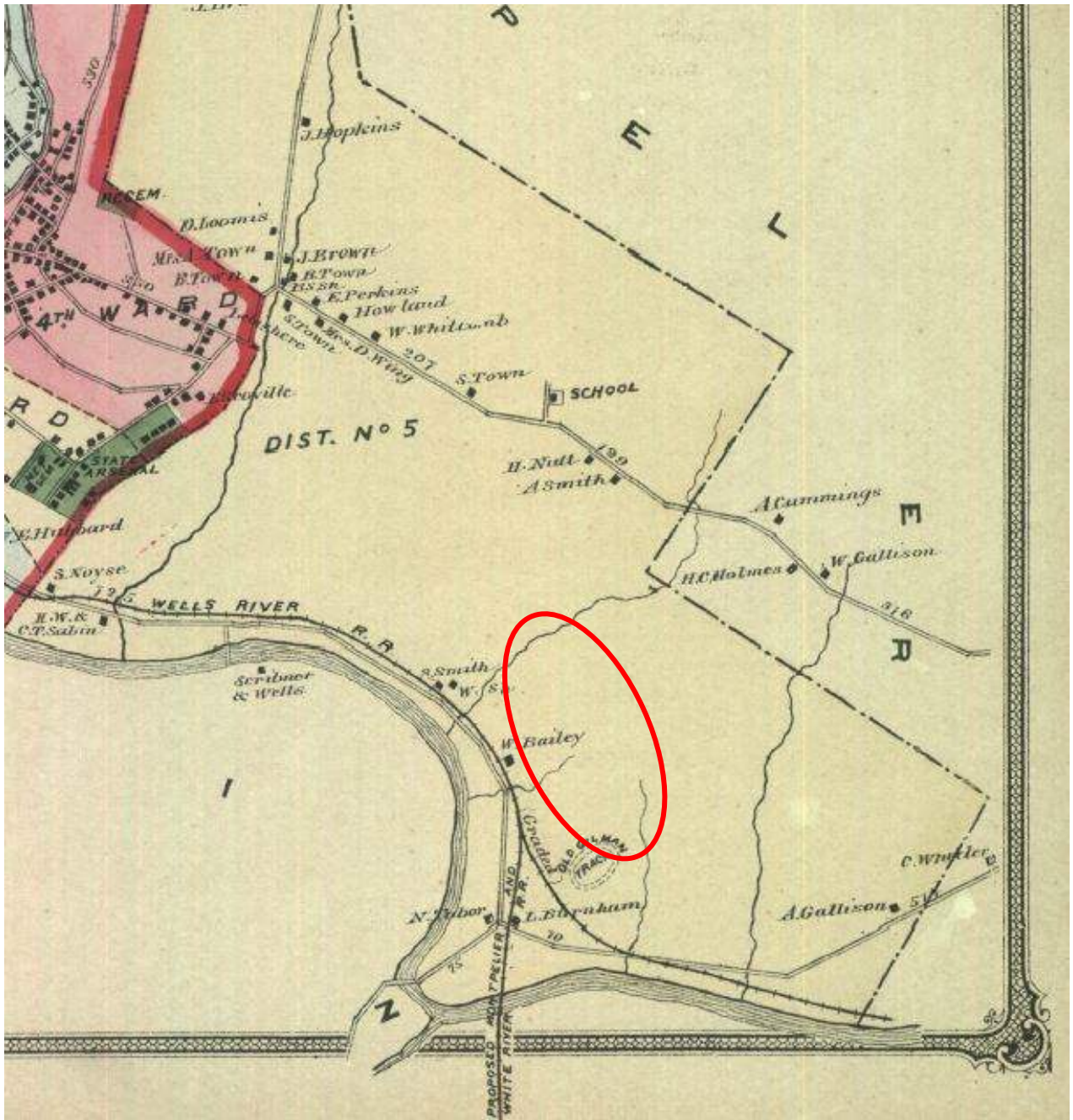


Figure 4. Historic 1873 Beer's atlas showing the approximate limits of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.

VERMONT DIVISION FOR HISTORIC PRESERVATION
Environmental Predictive Model for Locating Pre-contact Archaeological Sites

Project Name **Elks Golf Course** County **Washington** Town **Montpelier**
 DHP No. _____ Map No. _____ Staff Init. _____ Date **11/11/22**

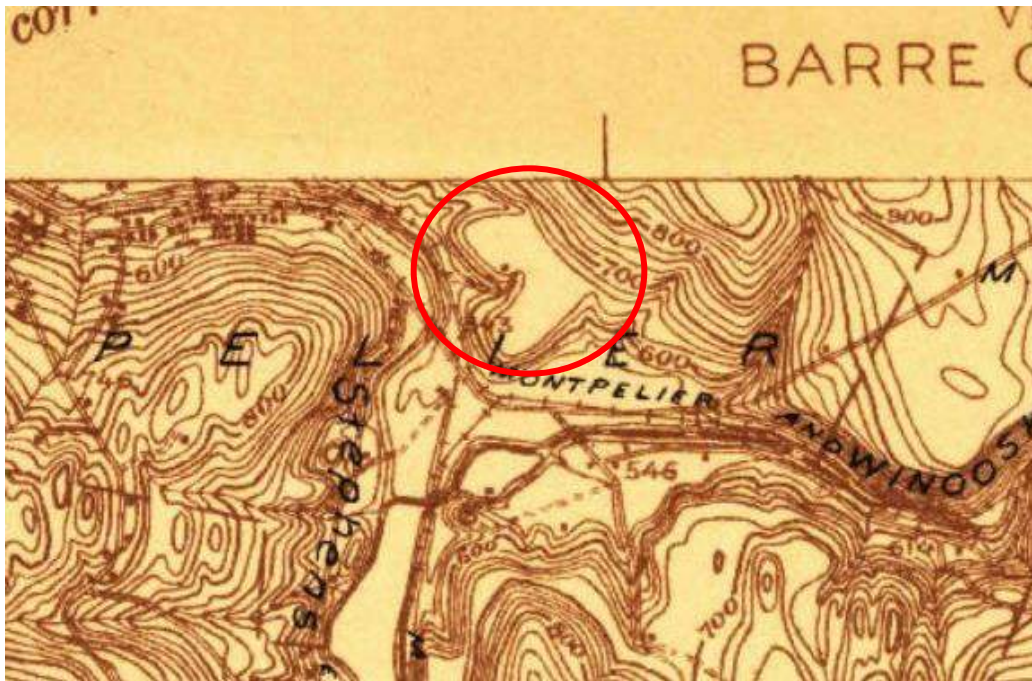
Additional Information

Environmental Variable	Proximity	Value	Assigned Score
A. RIVERS and STREAMS (EXISTING or RELICT):			
1) Distance to River or Permanent Stream (measured from top of bank)	0- 90 m	12	12
	90- 180 m	6	
2) Distance to Intermittent Stream	0- 90 m	8	8
	90-180 m	4	
3) Confluence of River/River or River/Stream	0-90 m	12	12
	90 -180 m	6	
4) Confluence of Intermittent Streams	0 - 90 m	8	
	90 - 180 m	4	
5) Falls or Rapids	0 - 90 m	8	
	90 - 180 m	4	
6) Head of Draw	0 - 90 m	8	
	90 - 180 m	4	
7) Major Floodplain/Alluvial Terrace		32	32
8) Knoll or swamp island		32	
9) Stable Riverine Island		32	
B. LAKES and PONDS (EXISTING or RELICT):			
10) Distance to Pond or Lake	0- 90 m	12	
	90 -180 m	6	
11) Confluence of River or Stream	0-90 m	12	
	90 -180 m	6	
12) Lake Cove/Peninsula/Head of Bay		12	
C. WETLANDS:			
13) Distance to Wetland (wetland > one acre in size)	0- 90 m	12	
	90 -180 m	6	
14) Knoll or swamp island		32	
D. VALLEY EDGE and GLACIAL LAND FORMS:			
15) High elevated landform such as Knoll Top/Ridge Crest/ Promontory		12	12
16) Valley edge features such as Kame/Outwash Terrace**		12	

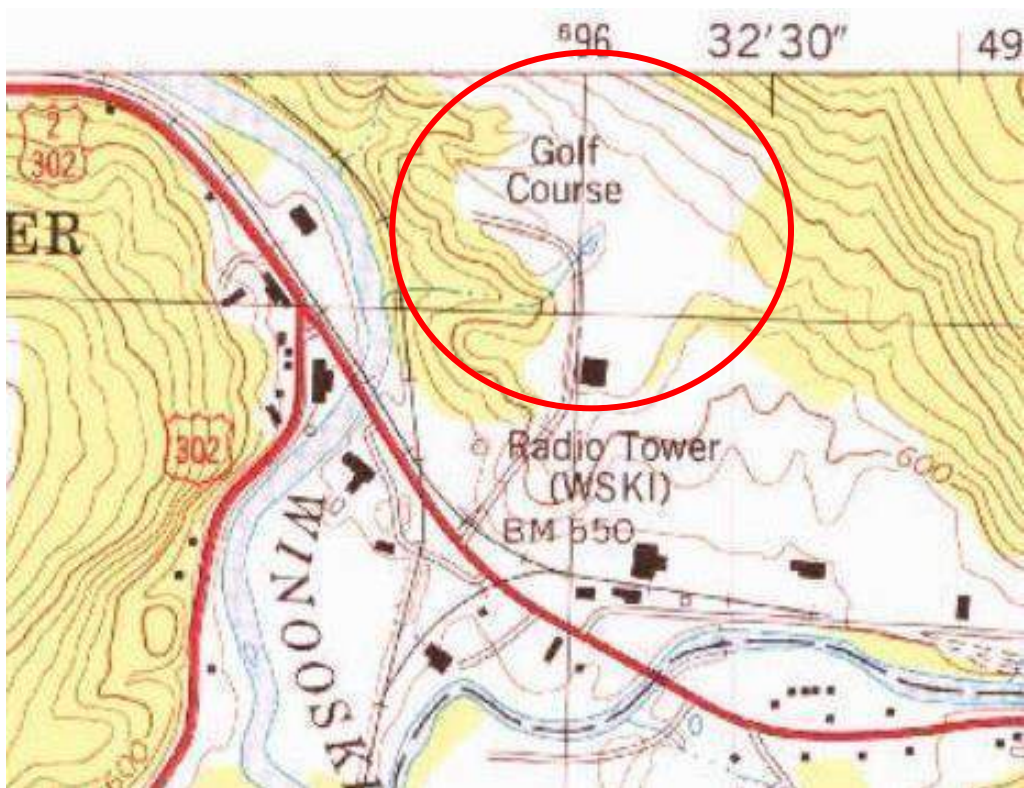
17) Marine/Lake Delta Complex**		12	
18) Champlain Sea or Glacial Lake Shore Line**		32	
E. OTHER ENVIRONMENTAL FACTORS:			
19) Caves /Rockshelters		32	
20) <input checked="" type="checkbox"/> Natural Travel Corridor <input type="checkbox"/> Sole or important access to another drainage <input type="checkbox"/> Drainage divide		12	12
21) Existing or Relict Spring	0 – 90 m 90 – 180 m	8 4	
22) Potential or Apparent Prehistoric Quarry for stone procurement	0 – 180 m	32	
23)) Special Environmental or Natural Area, such as Milton aquifer, mountain top, etc. (these may be historic or prehistoric sacred or traditional site locations and prehistoric site types as well)		32	
F. OTHER HIGH SENSITIVITY FACTORS:			
24) High Likelihood of Burials		32	
25) High Recorded Site Density		32	
26) High likelihood of containing significant site based on recorded or archival data or oral tradition		32	
G. NEGATIVE FACTORS:			
27) Excessive Slope (>15%) or Steep Erosional Slope (>20)		-32	
28) Previously disturbed land as evaluated by a qualified archeological professional or engineer based on coring, earlier as-built plans, or obvious surface evidence (such as a gravel pit)		-32	
** refer to 1970 Surficial Geological Map of Vermont			Total Score: 88
Other Comments : 			
0- 31 = Archeologically Non- Sensitive 32+ = Archeologically Sensitive			

April 8, 2015

Figure 5. Completed VDHP predictive model matrix of the APE for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 6. Photos looking a 1922 USGS map (a) and a 1978 USGS map (b) of the project area showing a large gap in the counters where the golf course exists for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.

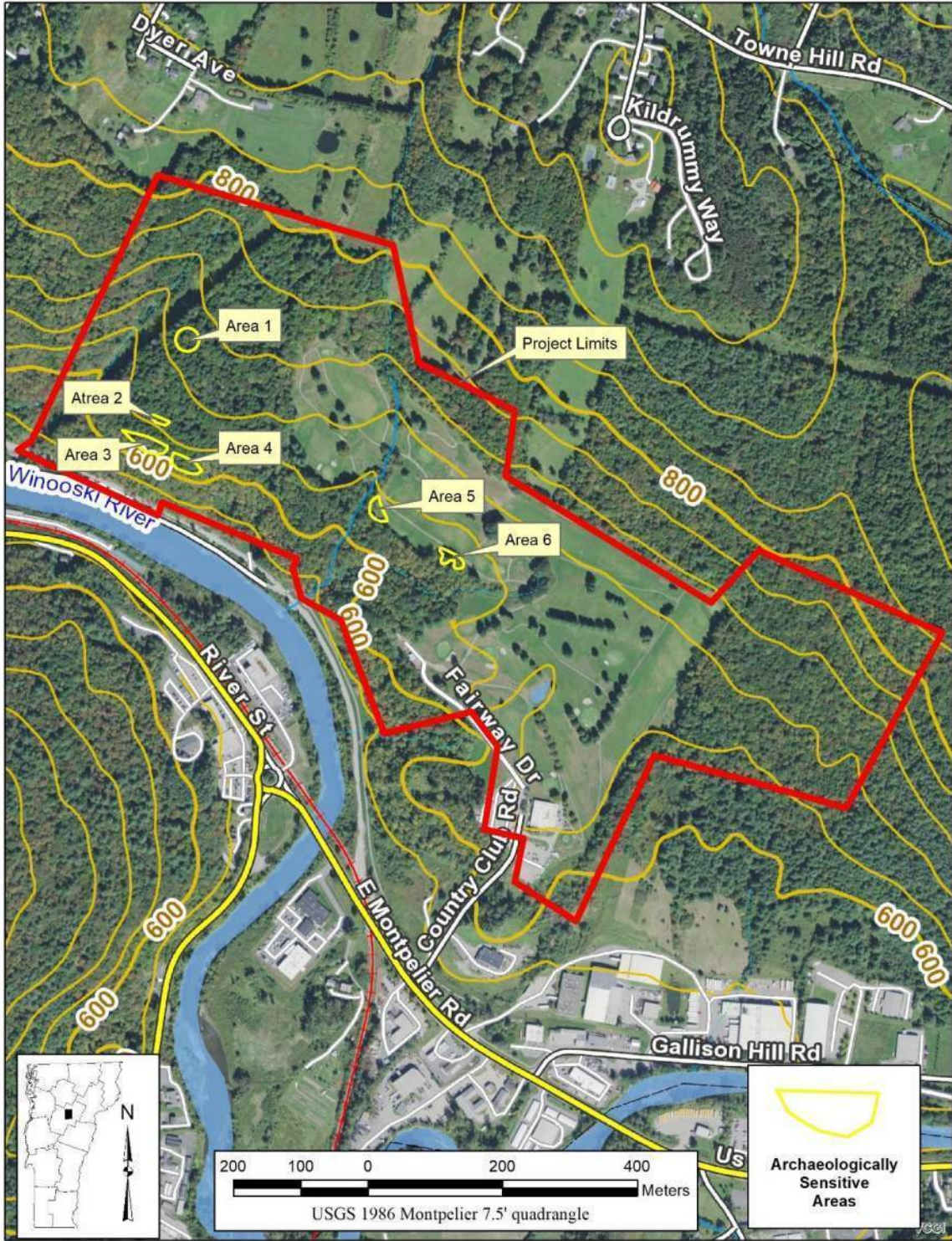


Figure 7. Aerial map showing the location of the archaeologically sensitive areas within the APE of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont

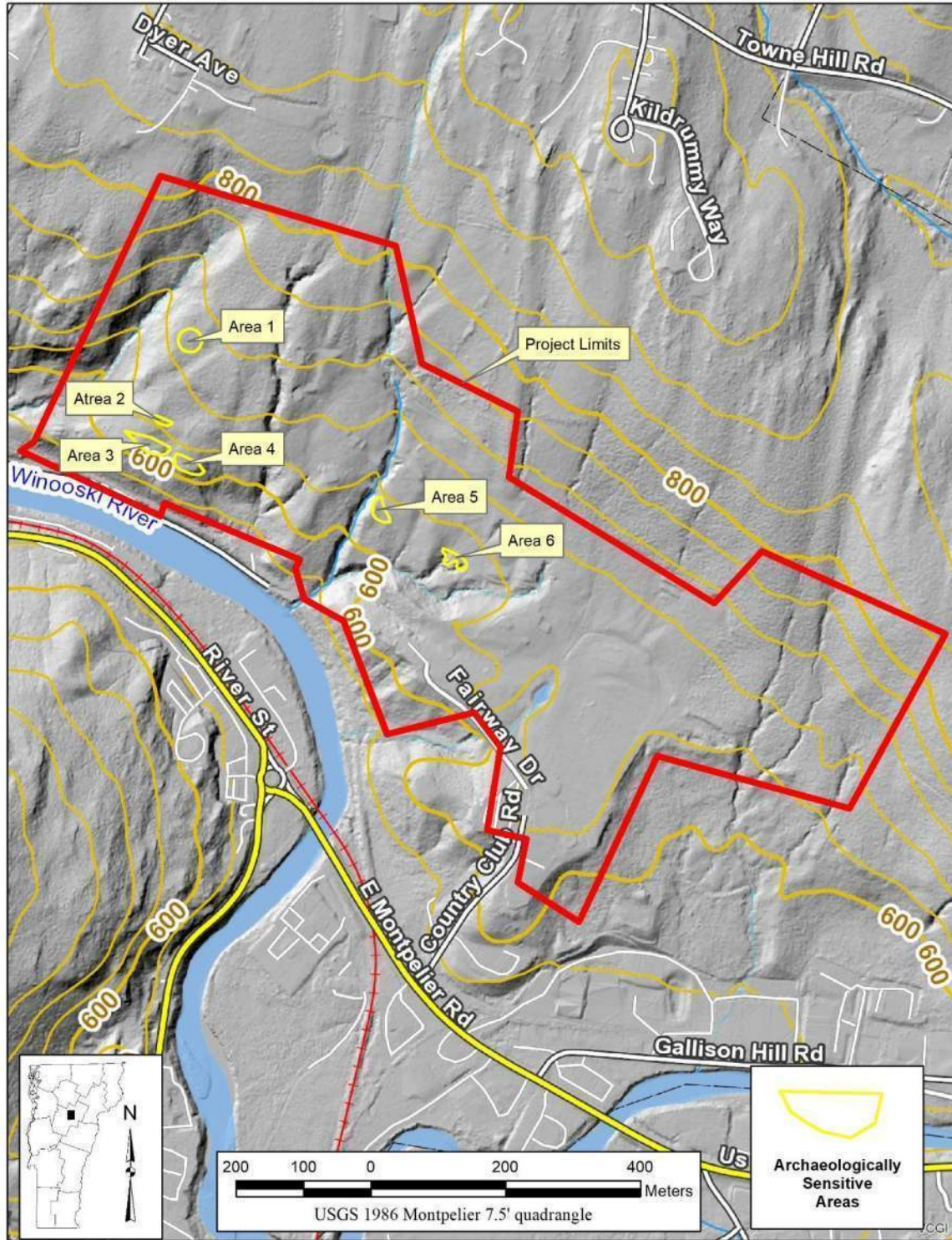


Figure 8. Lidar map showing the location of the archaeologically sensitive areas within the APE of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont



a



b

Figure 9. Photos looking northeast at a small drainage (a), and east at the slope (b) throughout the eastern wooded section of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 10. Photos looking west across the northern half of the golf course (a), and southwest across the middle section of the golf course (b) for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 11. Photos looking northwest across Sensitive Area 1 (a), and southwest down the adjacent powerline cut and tributary drainage (b) of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 12. Photos looking southwest across Sensitive Area 2 (a) and south down towards Sensitive Areas 3 and 4 (b) of the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 13. Photos looking southwest (a) and east (b) across Sensitive Area 3 for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 14. Photos looking east (a) and southeast (b) across Sensitive Area 4, for the Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 15. Photos looking southwest from Sensitive Area 4 showing the adjacent drainage (a) and south from Sensitive Area 4 at the Winooski River below (b) for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 16. Photos looking southeast across Sensitive Area 5 (a) and west into the wooded section of Area 5 (b) for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 17. Photos looking east across Sensitive Area 6 (a), and south of Area 6 into the drainage that the area borders (b) for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 18. Photos looking northeast near the end of Fairway Drive at the golf course (a), and east at the maintenance building (b), for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.



a



b

Figure 19. Photos looking north across an old parking lot (a), and south at the landform just south of the parking lot limits (b) for the proposed Elks Property Redevelopment Project, Montpelier, Washington County, Vermont.

To: Stephanie Clarke, White + Burke

Date: 12/14/22

Project #: 58849.00

From: David Saladino, PE
Evan Haugh, EIT

Re: Elks Club Golf Course Preliminary Traffic Assessment

VHB completed a preliminary traffic and access assessment for the former Elks Club Golf Course at 203 Country Club Road. Existing road, traffic, and transit conditions are summarized below.

Access and Road Layout

The former Elks Club is accessed via Country Club Road. Country Club Road is relatively narrow, with 24 feet of paved area, no sidewalk, and a vertical slope of 10-12%¹. Country Club Road connects the site to US Route 2. At this intersection, Country Club Road is stop-controlled, and US 2 is free-flowing. US 2 has one through lane in each direction and a two-way center left turn lane. The Agway driveway is opposite US 2 from Country Club Road and operates like a fourth leg of the intersection.

Other items to note include the Washington County Railroad grade crossing of Country Club Road 75 feet north of the intersection and the Cross Vermont Trail, which parallels US 2 through this area.

Figure 1: US 2 / Country Club Road Intersection



¹ The City of Montpelier Road and Bridge Standards do not identify maximum roadway slopes and reference VTrans Standard Detail A-76 for roadway geometric standards. VTrans Standard Detail A-76 notes that a 10% maximum grade for *new* town roads is recommended, with grades up to 16% allowed in mountainous terrain. As a point of reference, VT 12 (Northfield St) south of US 2 has an average grade of 14%.

Traffic Volumes

There are only two developed parcels on Country Club Road – the Elks Club and Harvest Equipment. Traffic volumes on Country Club Road are therefore equivalent to the combined trip generation of these two sites. VTrans conducted turning movement counts at the US 2/Country Club Road intersection most recently in July 2014, when the public golf course was still in operation. The highest entering and exiting volumes occurred midday, with 8 entering and 9 exiting trips during the peak hour. VTrans estimated the Annual Average Daily Traffic (AADT) on US 2 adjacent to Country Club Road at 10,688 vehicles in 2021.

Trip Generation / Traffic Study

VTrans generally requires the preparation of a Traffic Impact Study if planned development is expected to generate over 75 peak hour trips. Based on the Institute of Transportation Engineers' *Trip Generation Manual* (11th Edition), a single-family home generates approximately 0.94 trips during the evening peak hour while a multi-family housing unit generates approximately 0.51 trips during the peak hour. Therefore, a development program with 80 single-family housing units or 145 multi-family housing units (or some equivalent combination) would generate more than 75 peak hour trips and a traffic impact study would likely be required to evaluate the traffic impacts of the proposed development program.

Intersection Operation

Based on VTrans data on US 2, traffic volumes adjacent to Country Club Road have decreased by 12% since 2014. For an initial understanding of potential intersection operations, VHB analyzed the operation of the intersection with the 2014 turning movement counts, which are slightly more conservative than current conditions. Under this initial assessment, the intersection was found to operate acceptably with delays on Country Club Road of 23 to 39 seconds during the peak hours (Level of Service D/E). Delay is longest in the evening, when cross traffic on US 2 is highest.

A traffic signal is warranted when traffic on the major street (Route 2) and the busiest side of the minor street exceed certain thresholds published in the MUTCD. To determine the level of development that would trigger one of the signal warrants, trip generation throughout a typical weekday was estimated. The maximum development that would not reach either the eight-hour or four-hour signal warrant thresholds is 144 apartments and 144 single-family homes.

Transit Access

The nearest transit stop is located on River Street just south of the US 2/US 302 roundabout. This stop is served six days per week by Green Mountain Transit's 80/89 Barre-Montpelier bus which operates on 30-minute headways during peak hours. The stop is 0.3 miles from the US 2 / Country Club Road intersection and 0.4 miles from the former Elks Club site. Walking conditions between the Elks Club site and the bus stop are generally poor. Other than at the roundabout (where there is a separated sidewalk), pedestrians walk on a paved shoulder with as little as 4 feet of width.

Act 145

Act 145 (10 VSA Sections 6101-6111) enables VTrans to establish and assess transportation impact fees under specific circumstances. VTrans has created an online map to identify the transportation projects in the state for which Act 145

transportation impact fees have been established to date. There are currently no Act 145 transportation projects in Montpelier. The nearest Act 145 projects are in Barre at VT Route 14 & Merchant Street, VT Route 14 & Quarry Street, and VT Route 14 & Sterling Hill Road. Because these projects are located over 5 miles from the project site, it is unlikely that redevelopment would generate any trips subject to Act 145 fees.



Appendix C

Public Meeting Presentations



TIMELINE

SPRING 2022

COMMUNITY INPUT

FALL 2022

COMMUNITY INPUT
+ PRIORITIZATION

DUE DILIGENCE +
ANALYSIS

WINTER 2023

OPPORTUNITIES +
CONSTRAINTS
ASSESSMENT WITH
PUBLIC WORKSHOPS

SPRING 2023

CONCEPT
PLANNING PUBLIC
FEEDBACK

INPUT SUMMARY SPRING - SEPTEMBER

- Housing. Recreation. Conservation. Agriculture. Education. Retail.
- Range of feedback
 - From: No housing, only recreation. To: No recreation, only housing.
 - Housing + Agriculture. Housing + Recreation. Housing + Conservation.



Agency of Natural Resources Map—Overlay Highlights the Former S&K Club Site

THE FALL 2022 QUESTION

WHAT DO YOU WANT MOST FOR THIS LEGACY SITE?



FURTHER QUESTIONS & IDEAS

PLEASE SEND TO JOSH JEROME
JJEROME@MONTPELIER-VT.ORG



MEETING STRUCTURE

Process

Recap Community Conversations

Due Diligence and Natural Resources Overview

Buildable Areas - Opportunities and Constraints

Test Sketches, Views

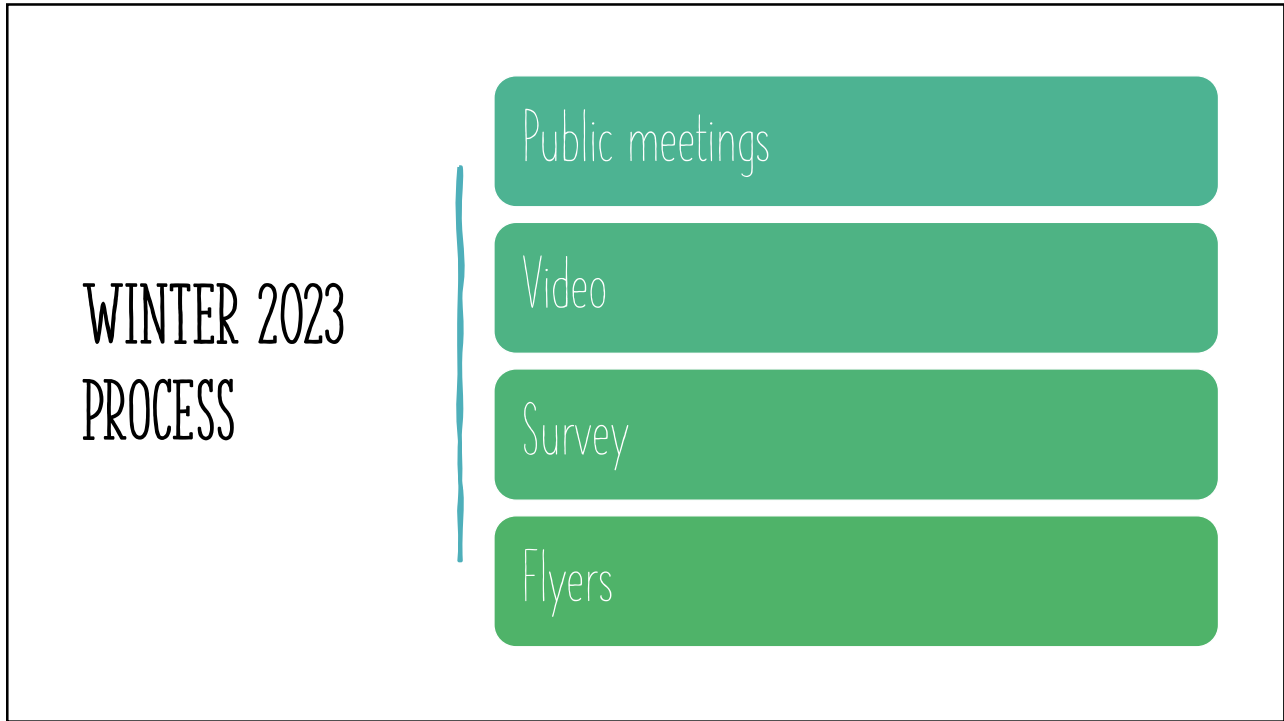
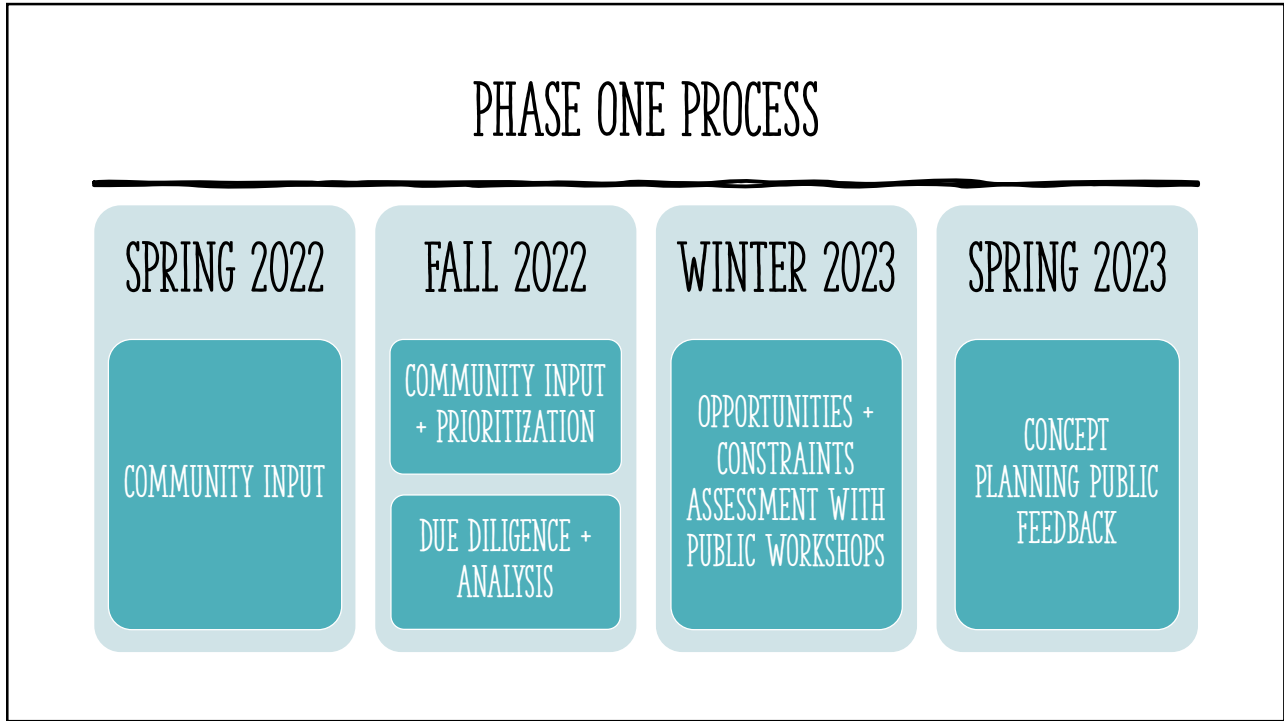
Cost Magnitude

Questions?

Buildable Area Exercise

Minute at the Mic

PHASE ONE PROCESS



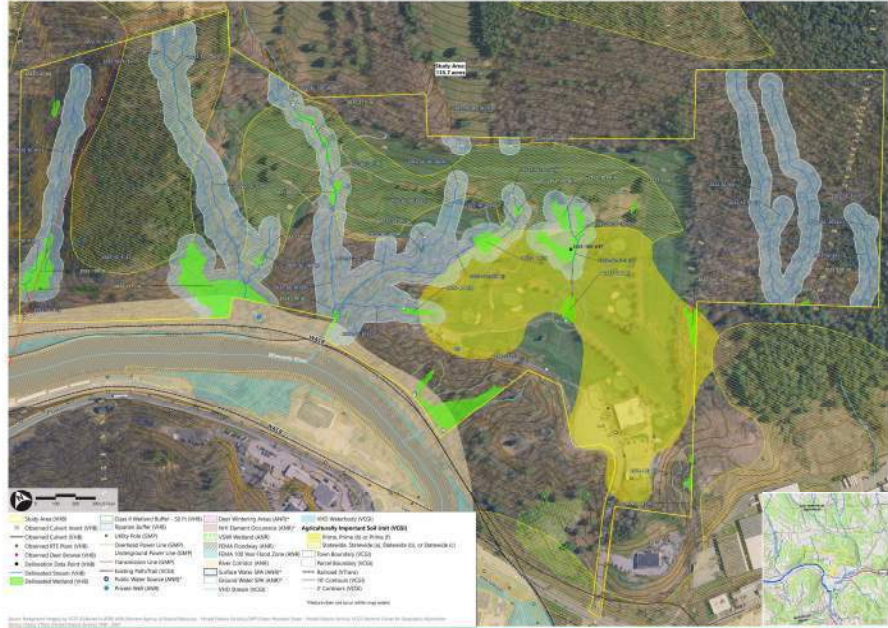


FALL 2022 -
PROCESS RECAP

COMMUNITY CONVERSATION FEEDBACK

rental~and~ownership~options "hobbit-land"
 future~generations
 mix~of~housing~product
 transportation sustainability-park
 community~pool skate-park
 maximize~city's~roi disc-golf solar~arrays
 vcfa~comm~center retain~mature~trees
 rooftop~solar remain~undeveloped maintain~some~views
 community~center dog-park
 maintain~wildlife~corridors regional-recreation-event-hub
 connect~to~neighboring~properties city-employee-housing

DUE DILIGENCE AND SITE FINDINGS



City of Montpelier **CC Road Site Master Plan — Existing Conditions**
 Test Scenarios — January 2023


white + burke vhb BLACK HOLE DESIGN

BUILDABLE AREAS

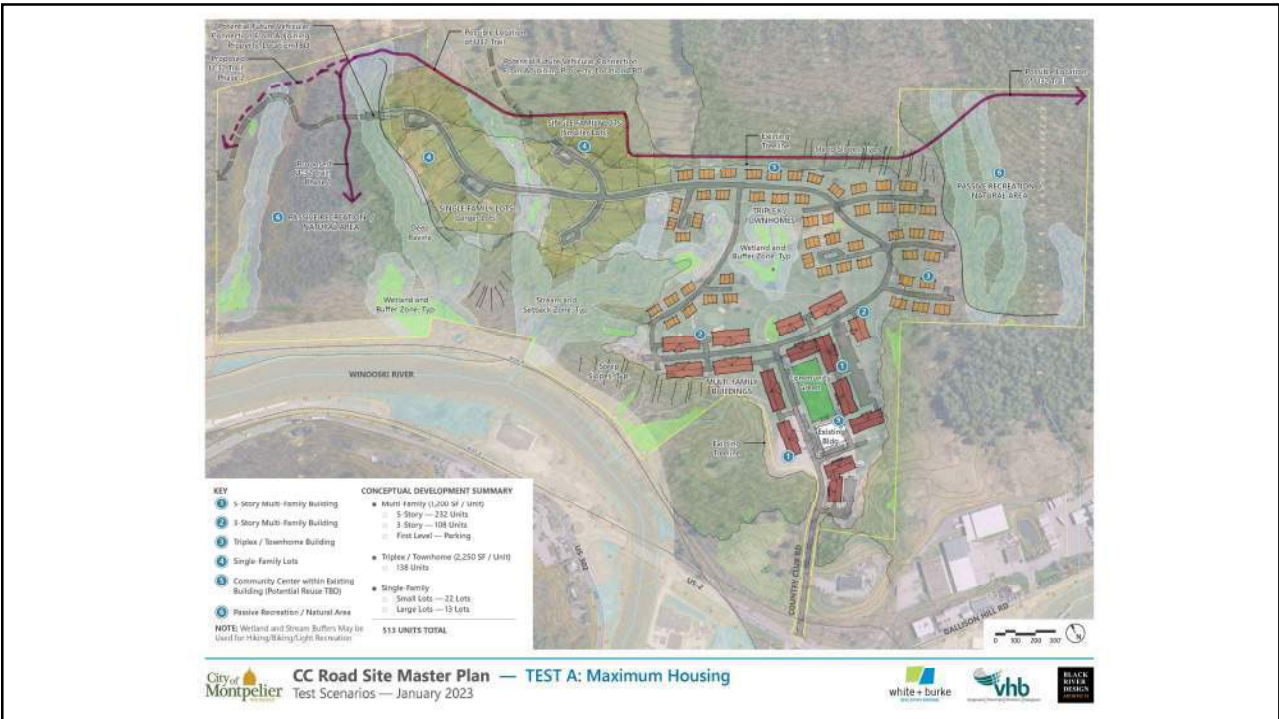


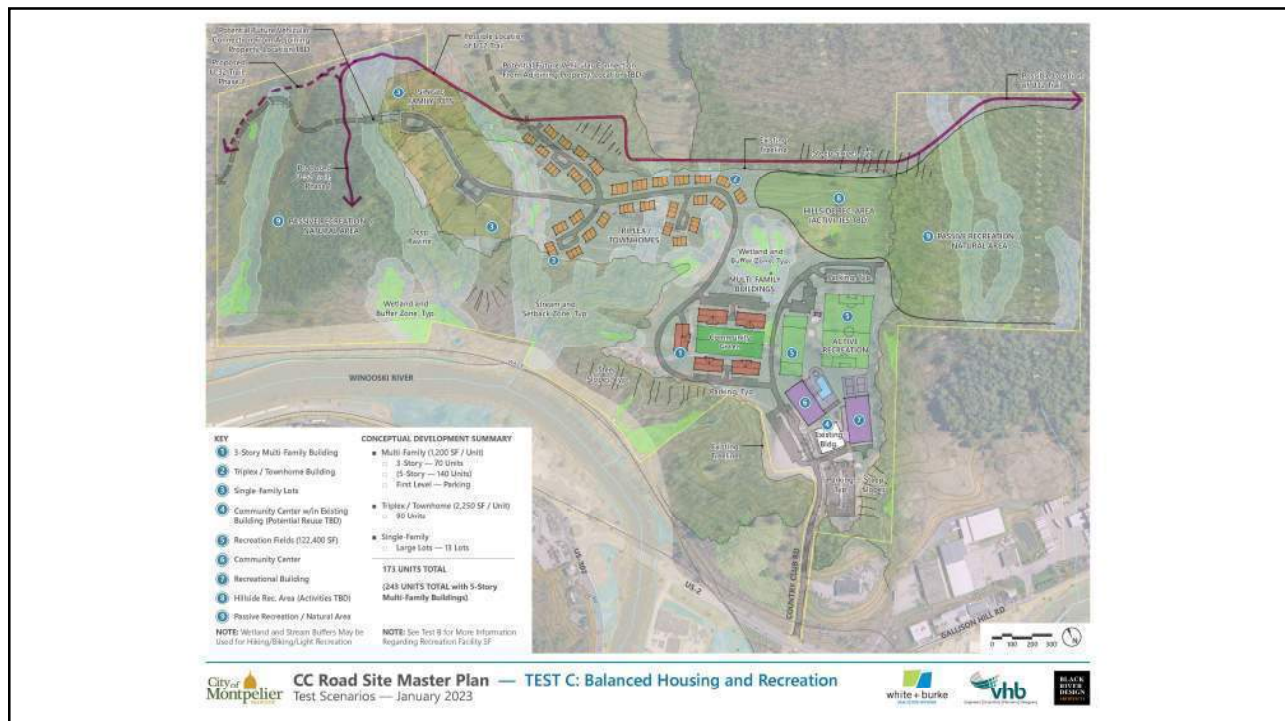
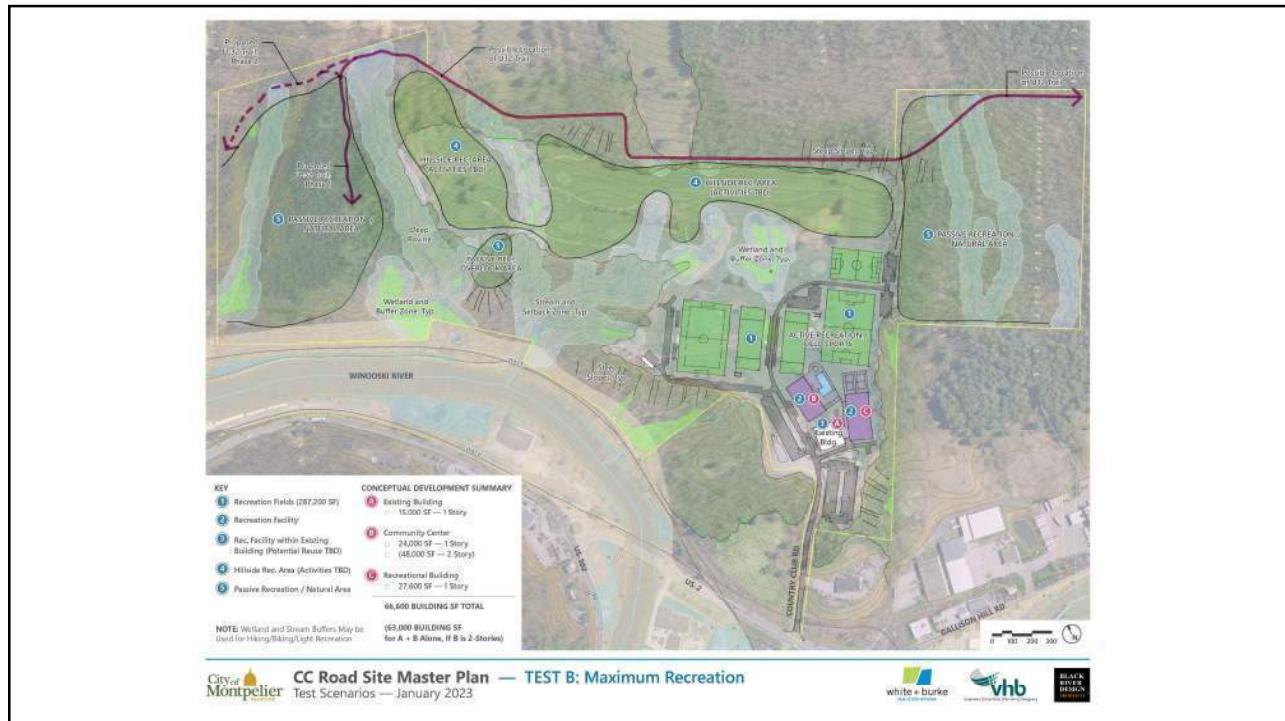
City of Montpelier **CC Road Site Master Plan — Buildable Areas**
 Test Scenarios — January 2023

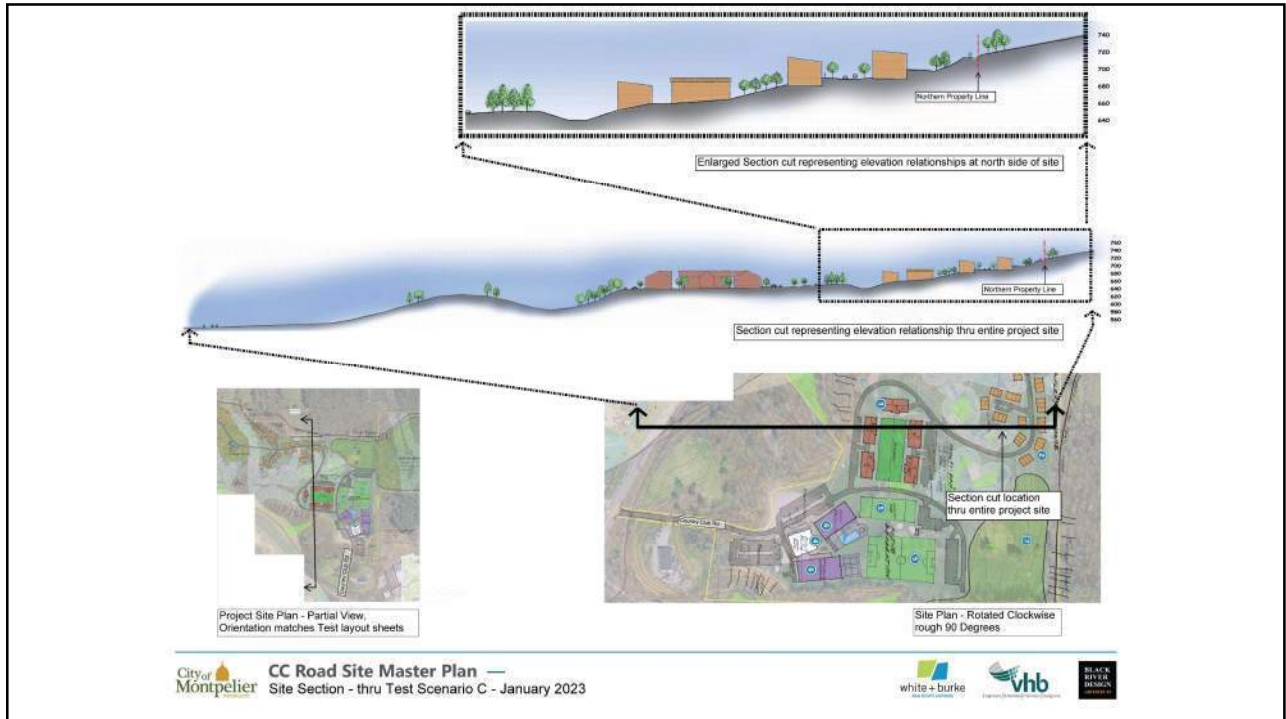
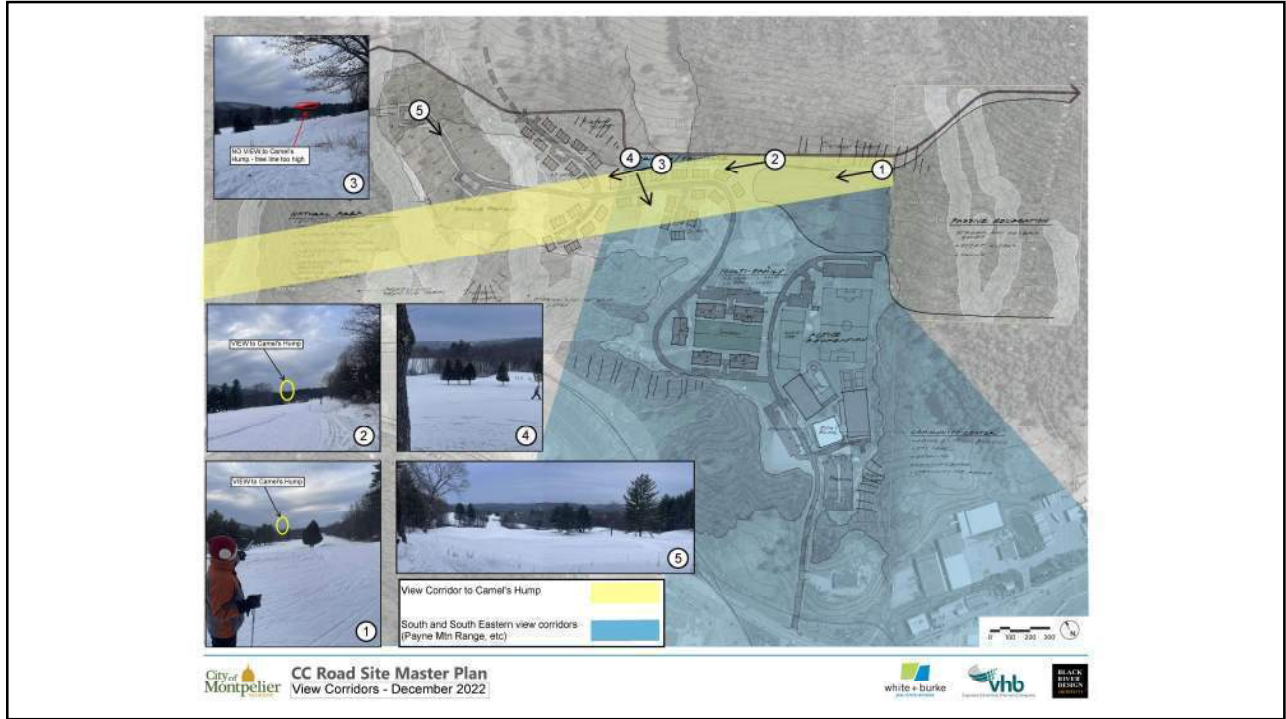
white + burke vhb BLACK HOLE DESIGN

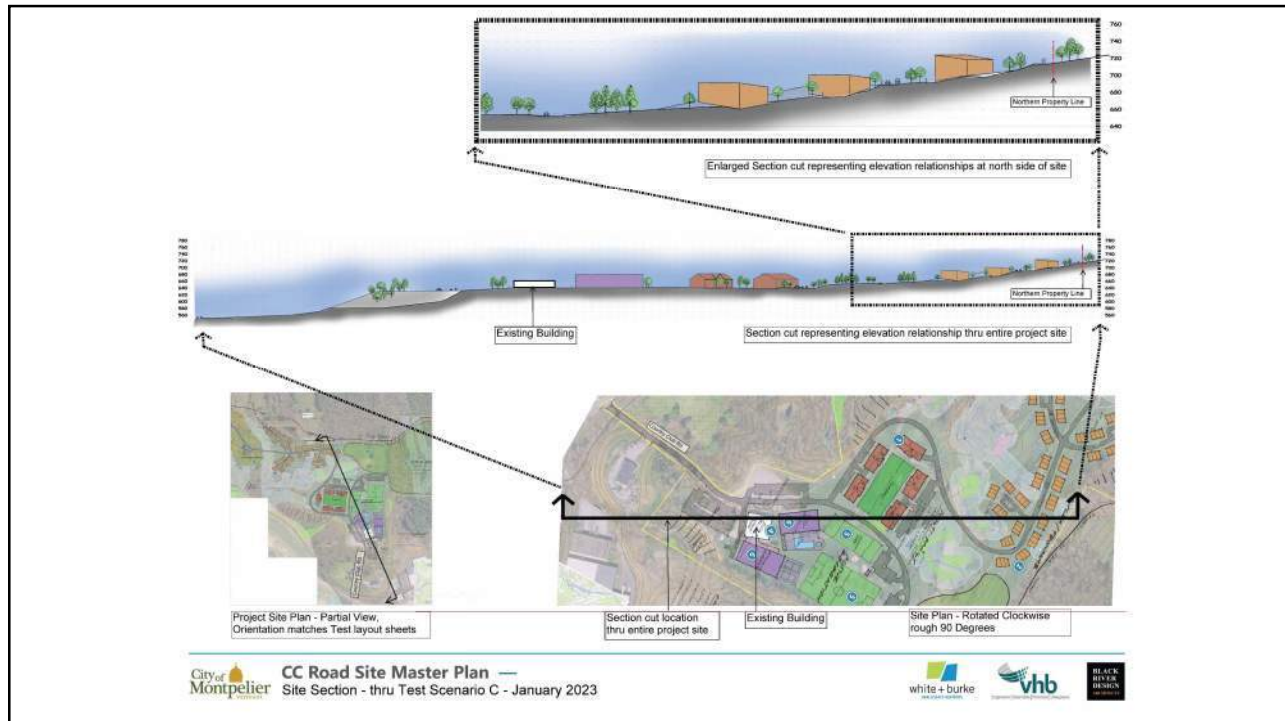


TEST LAYOUT SKETCHES







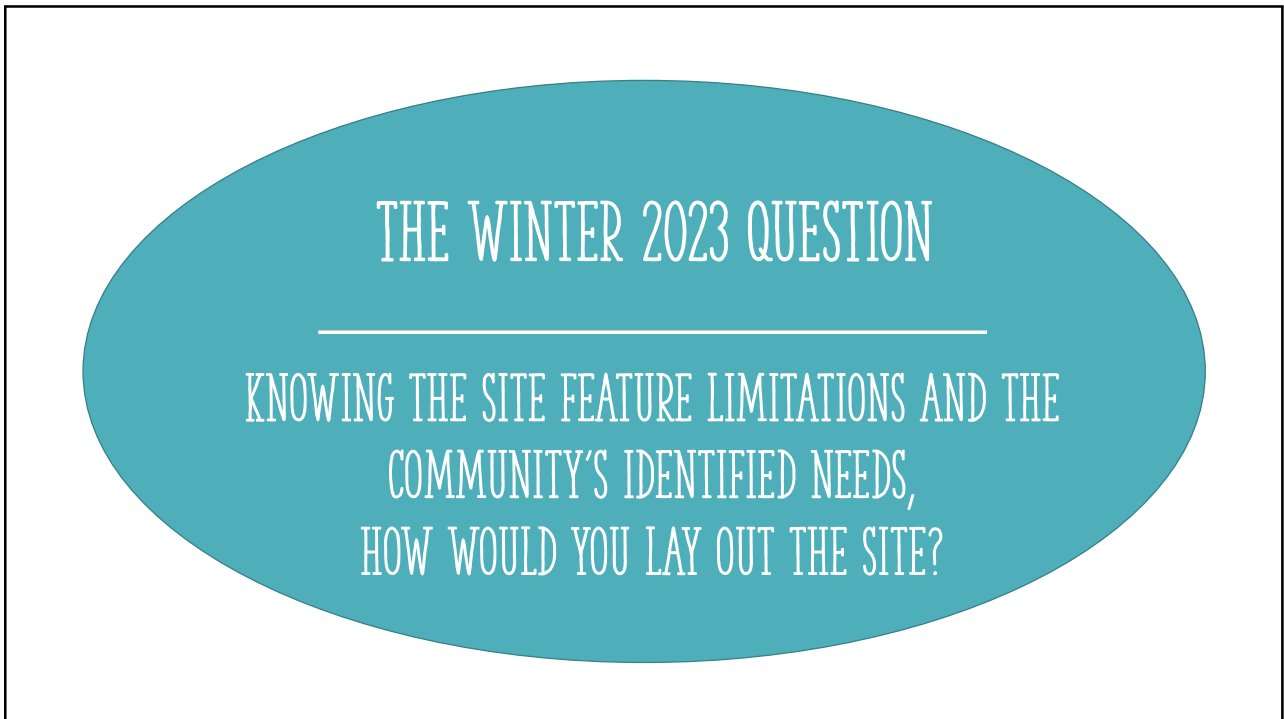


SCENARIO COST MAGNITUDE

	Test A: Max Housing	Test B: Max Rec	Test C: Balanced
City Infra/Bldg Cost	Lowest	Middle	Highest
<i>(Includes roads, fields, buildings, parking - as applicable)</i>			
Taxable Value (Rev)	High	None	Middle
NET CITY COST	LOWEST	HIGHEST	MIDDLE

Does not include cost of utilities.

Does not include possible grant sources or possible sources of operating revenue (such as recreational or rental fees).



IN-PERSON STATIONS

Please visit the maps and review the areas and sketches carefully.

Take 8 dots and select the uses for each buildable area - honor system!



Montpelier Country Club Road Parcel

PLACE ONE DOT PER COLUMN -- SELECT FROM LIST OF USES

	Buildable Area A	Buildable Area B	Buildable Area C	Buildable Area D	Buildable Area E	Buildable Area F	Natural Area East	Natural Area West
Multi-Family Housing								
Townhouses/Duplexes								
Single-Family Homes								
Community / Rec Center								
Recreation Fields								
Trails								
Outdoor Rec								
Indoor Rec								
Solar Arrays								
Conserved Land								
Dedicated Abenaki Recognition Space / Access								
Community Garden								
Other _____								
Other _____								

HYBRID POLL

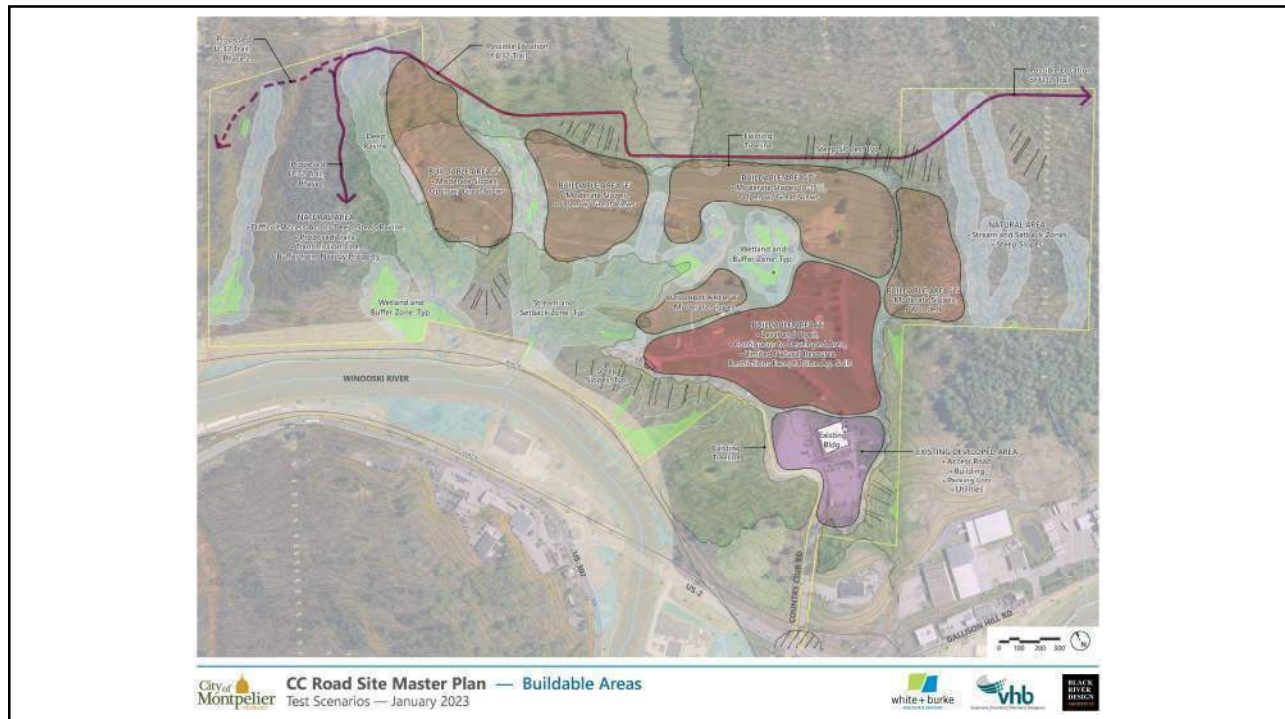
We will put buildable areas map on the screen.

Link to the test sketches will be in the chat.

(<https://www.montpelier-vt.org/DocumentCenter/View/8732/Mont-CC-Rd----Natural-Resources-Map-Buildable-Areas-and-Test-Sketches----January-2023?bidId=>)

Poll will include 8 questions. The same list of uses for each of the 8 areas.

Simply type the use you desire most for each area (one area for each question).





MINUTE AT THE MIC

- With remaining time, please share any remaining thoughts!
- Please keep your questions or remarks concise, so everyone may have a chance to speak.



COUNTRY CLUB ROAD SITE
MASTER PLANNING

SPRING STAGE 2023

MEETING OUTLINE

Process

Winter Findings

Concept Alternatives

Infrastructure Cost

Possible Funding Scenarios

Survey Qs

Actionable Master Plan

Community Discussion

PHASE ONE PROCESS

SPRING 2022

COMMUNITY INPUT

FALL 2022

COMMUNITY INPUT
+ PRIORITIZATION

DUE DILIGENCE +
ANALYSIS

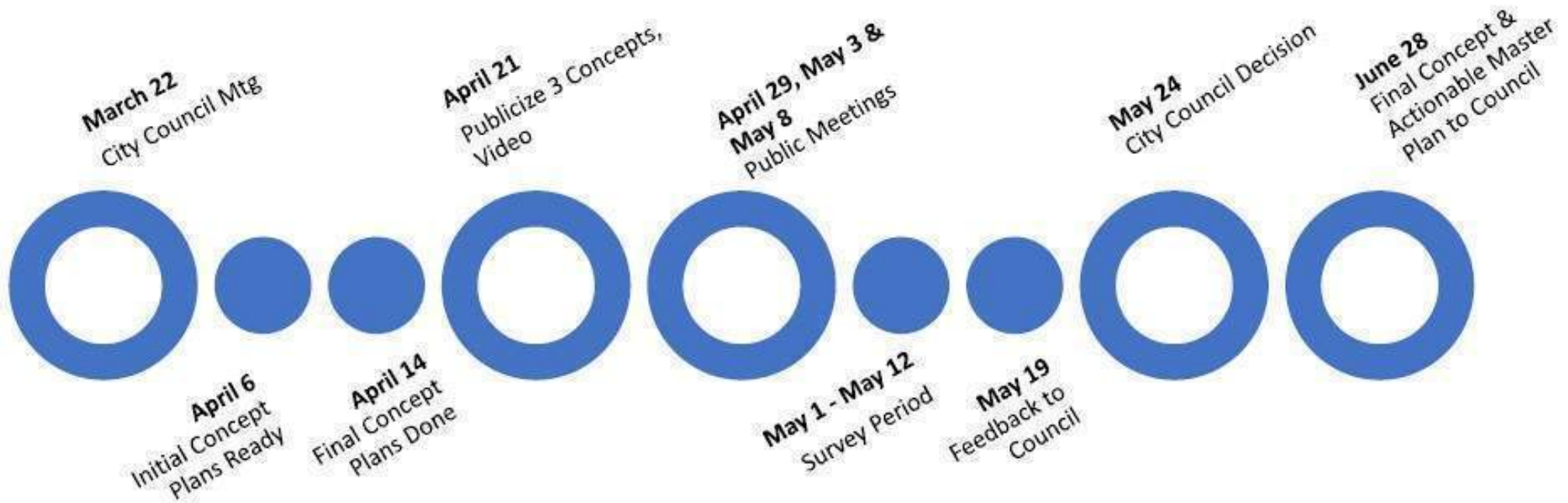
WINTER 2023

OPPORTUNITIES +
CONSTRAINTS
ASSESSMENT WITH
PUBLIC WORKSHOPS

SPRING 2023

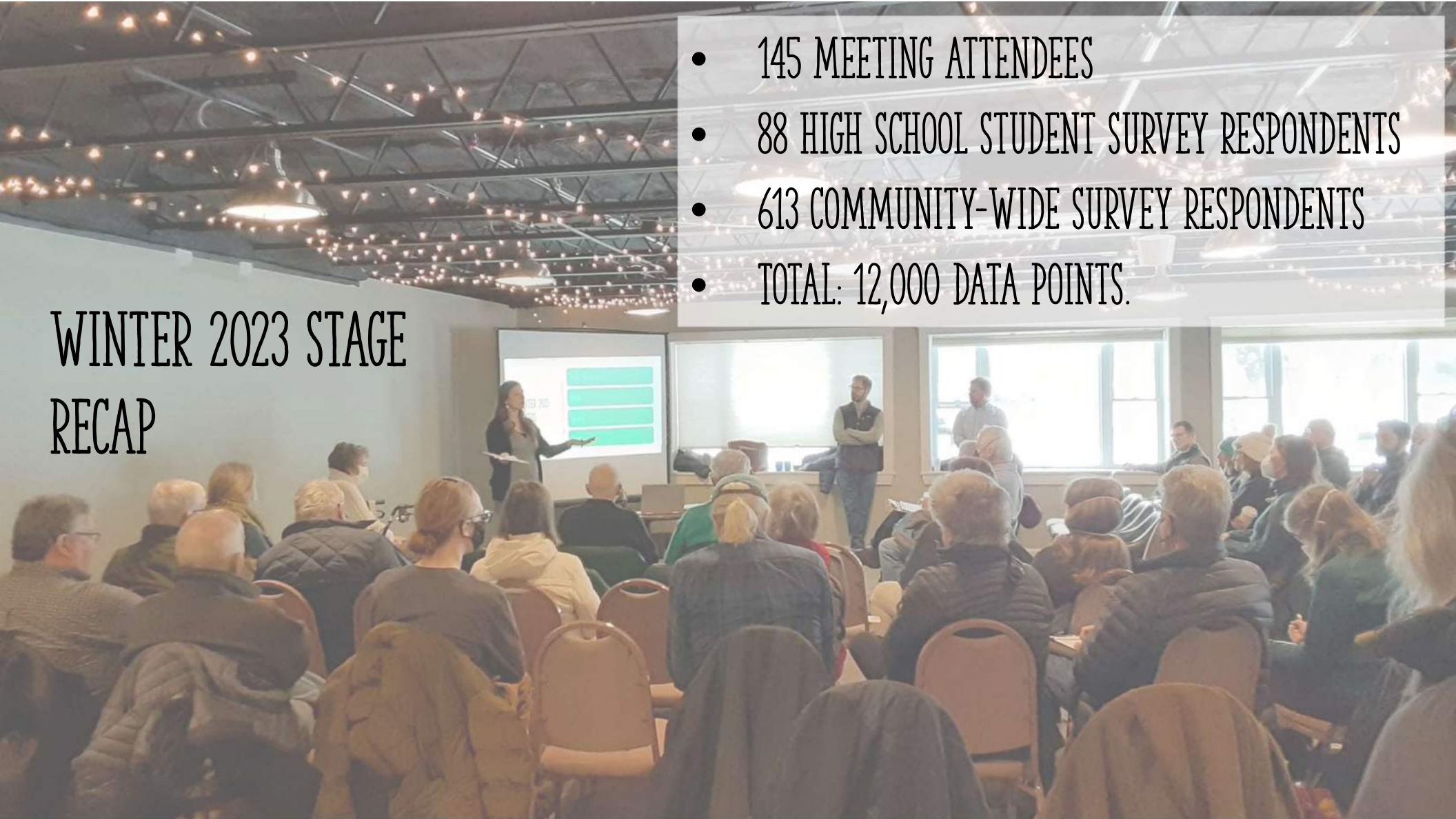
CONCEPT
PLANNING PUBLIC
FEEDBACK

COMPLETION OF PHASE 1 TIMELINE



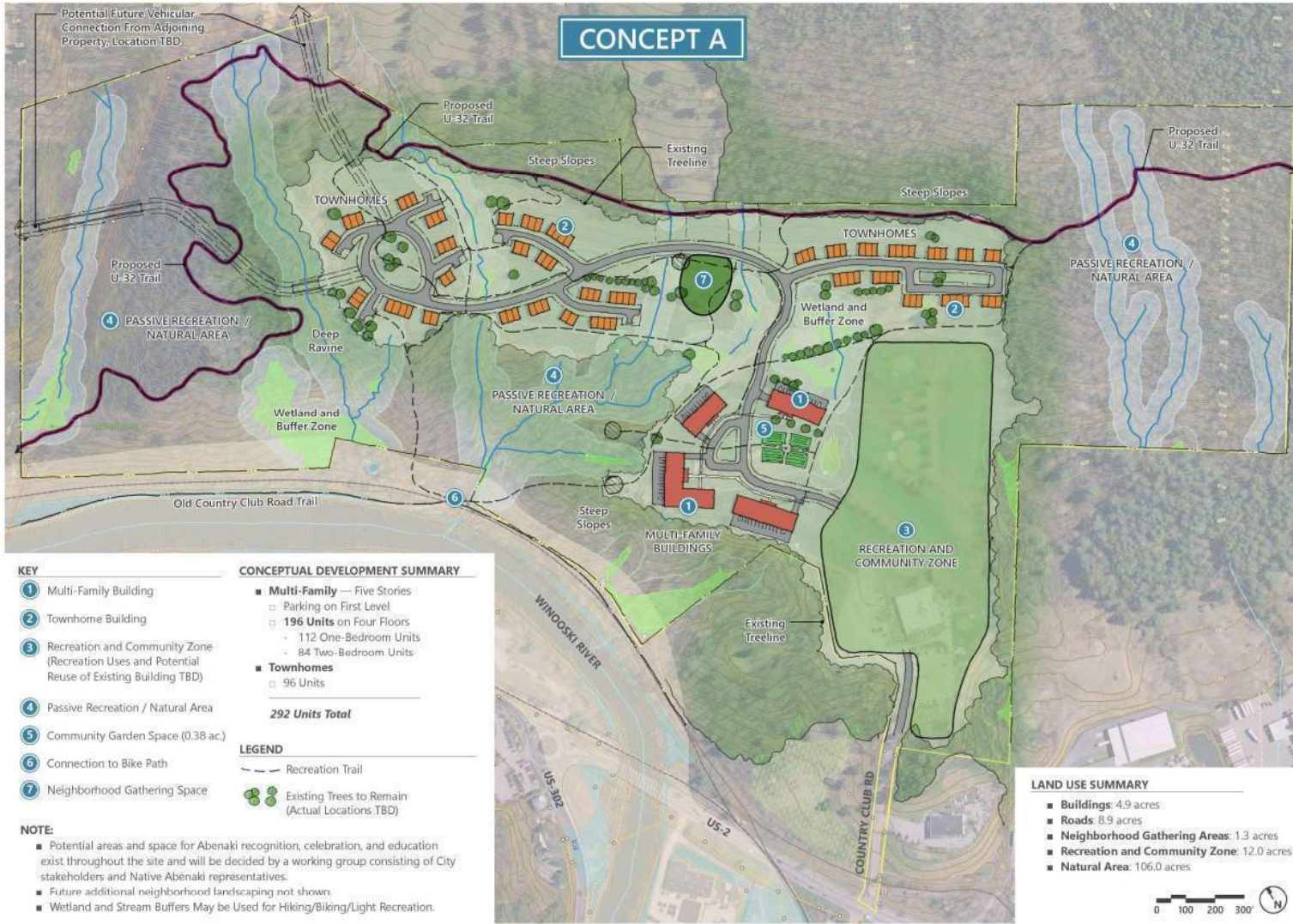
WINTER 2023 STAGE RECAP

- 145 MEETING ATTENDEES
- 88 HIGH SCHOOL STUDENT SURVEY RESPONDENTS
- 613 COMMUNITY-WIDE SURVEY RESPONDENTS
- TOTAL: 12,000 DATA POINTS.



CONCEPT ALTERNATIVES

A, B & C



- KEY**
- 1 Multi-Family Building
 - 2 Townhome Building
 - 3 Recreation and Community Zone
(Recreation Uses and Potential Reuse of Existing Building TBD)
 - 4 Passive Recreation / Natural Area
 - 5 Community Garden Space (0.38 ac.)
 - 6 Connection to Bike Path
 - 7 Neighborhood Gathering Space

- CONCEPTUAL DEVELOPMENT SUMMARY**
- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
 - **Townhomes**
 - 96 Units
- 292 Units Total**

- LEGEND**
- - - Recreation Trail
 - Existing Trees to Remain (Actual Locations TBD)

NOTE:

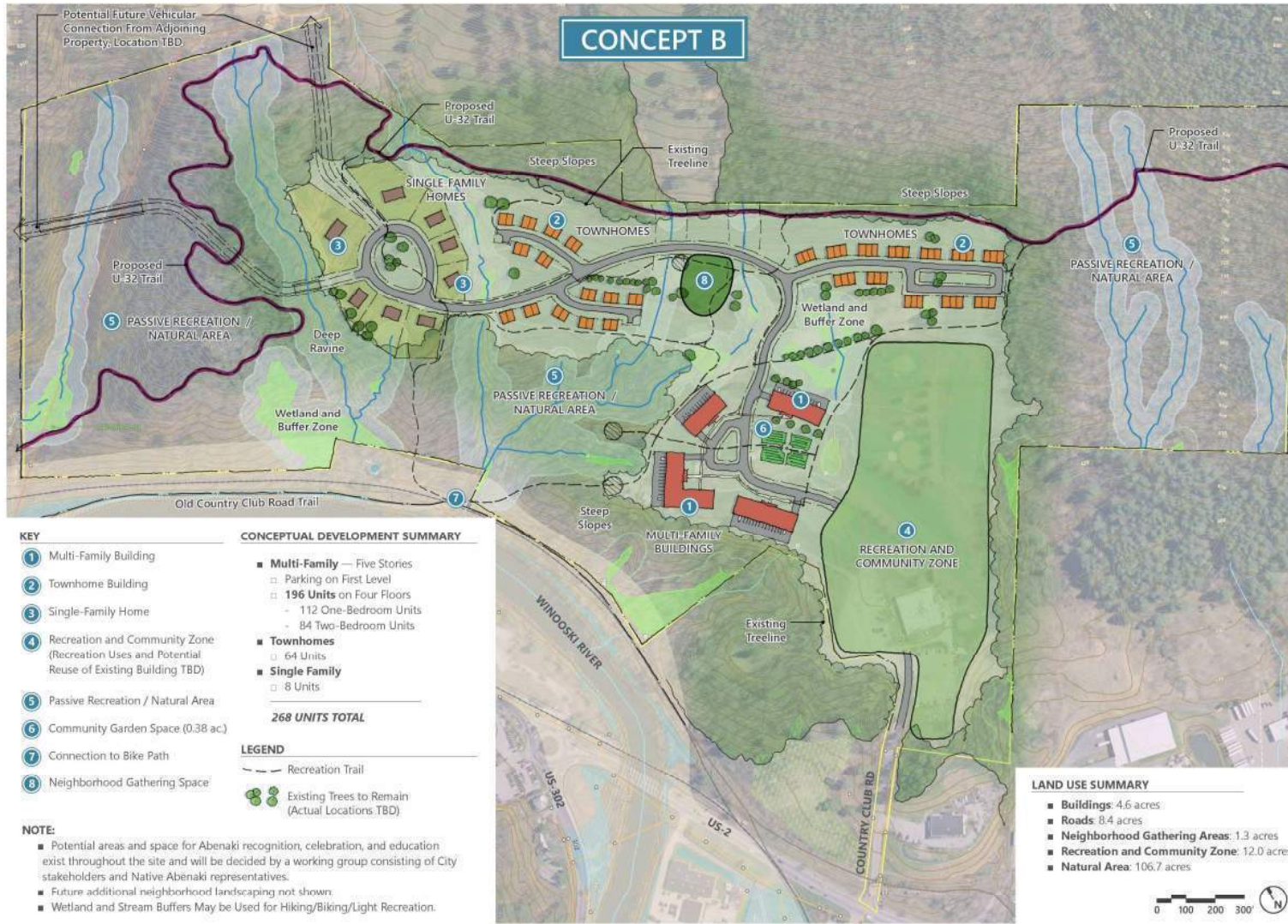
- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

- LAND USE SUMMARY**
- Buildings: 4.9 acres
 - Roads: 8.9 acres
 - Neighborhood Gathering Areas: 1.3 acres
 - Recreation and Community Zone: 12.0 acres
 - Natural Area: 106.0 acres



Country Club Road Site Master Plan — Concept A
 Concept Plans — April 2023





KEY

- 1 Multi-Family Building
- 2 Townhome Building
- 3 Single-Family Home
- 4 Recreation and Community Zone
(Recreation Uses and Potential Reuse of Existing Building TBD)
- 5 Passive Recreation / Natural Area
- 6 Community Garden Space (0.38 ac)
- 7 Connection to Bike Path
- 8 Neighborhood Gathering Space

CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
 - **Townhomes**
 - 64 Units
 - **Single Family**
 - 8 Units
- 268 UNITS TOTAL**

LEGEND

- - - Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

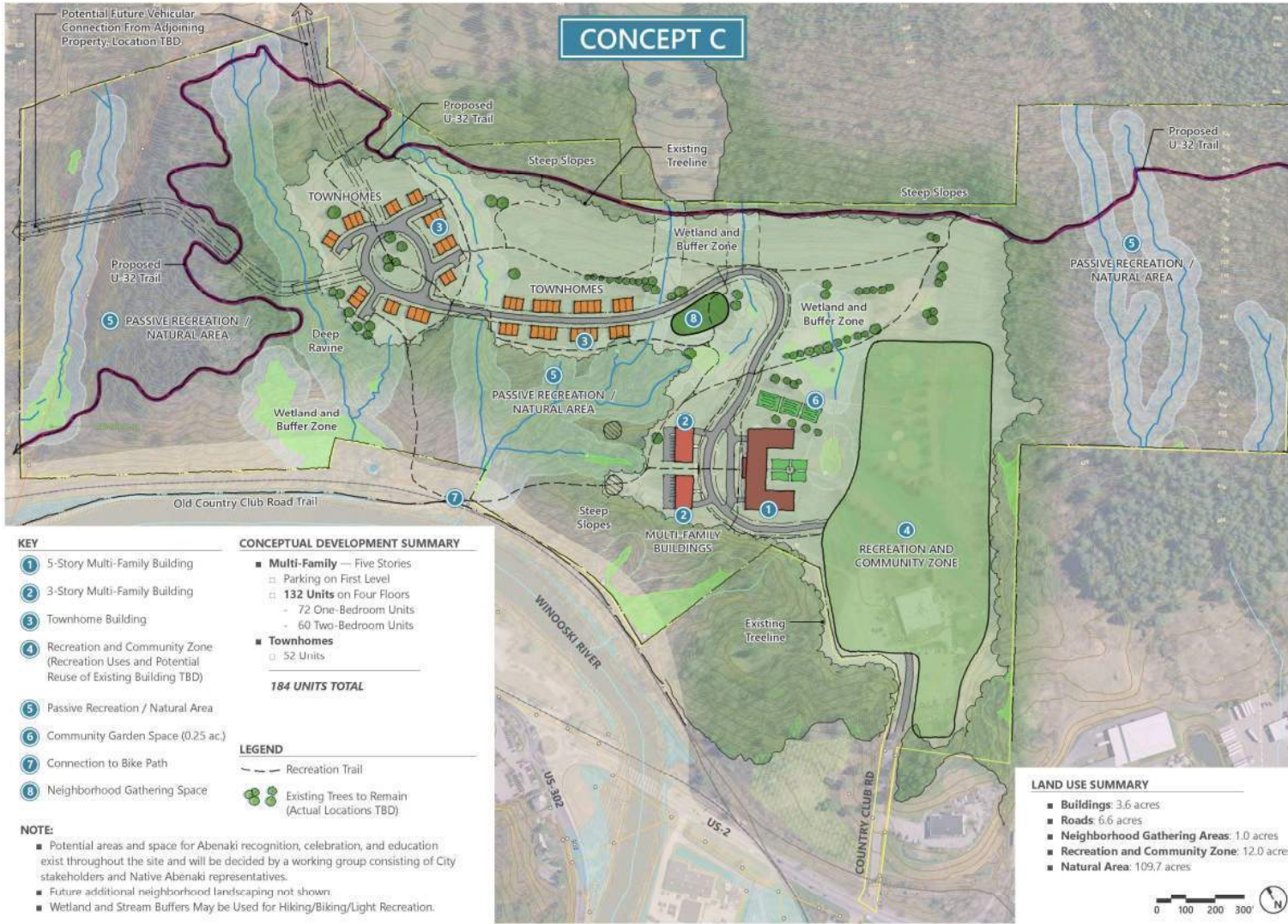
LAND USE SUMMARY

- **Buildings:** 4.6 acres
- **Roads:** 8.4 acres
- **Neighborhood Gathering Areas:** 1.3 acres
- **Recreation and Community Zone:** 12.0 acres
- **Natural Area:** 106.7 acres



Country Club Road Site Master Plan — Concept B
Concept Plans — April 2023





- KEY**
- 1 5-Story Multi-Family Building
 - 2 3-Story Multi-Family Building
 - 3 Townhome Building
 - 4 Recreation and Community Zone
(Recreation Uses and Potential Reuse of Existing Building TBD)
 - 5 Passive Recreation / Natural Area
 - 6 Community Garden Space (0.25 ac.)
 - 7 Connection to Bike Path
 - 8 Neighborhood Gathering Space

CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **132 Units** on Four Floors
 - 72 One-Bedroom Units
 - 60 Two-Bedroom Units
- **Townhomes**
 - 52 Units

184 UNITS TOTAL

LEGEND

- - - Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

LAND USE SUMMARY

- Buildings: 3.6 acres
- Roads: 6.6 acres
- Neighborhood Gathering Areas: 1.0 acres
- Recreation and Community Zone: 12.0 acres
- Natural Area: 109.7 acres



CITY'S INFRASTRUCTURE COST

(IN 2023 \$)	A	B	C
ON-SITE INFRASTRUCTURE COST			
NEW ROADS, SIDEWALKS & TRAILS	\$5,600,000	\$5,600,000	\$4,600,000
NEW WATER & SEWER LINES	\$3,300,000	\$3,300,000	\$2,800,000
NEW CONNECTOR ROAD	\$2,900,000	\$2,900,000	\$2,900,000
NEW SIGNAL/ROUNDAABOUT AT US 2	\$2,000,000	\$2,000,000	\$0
	LIKELY	LIKELY	POSSIBLE
OFF-SITE COSTS			
WATER/SEWER/PUMP STATION	\$1,500,000	\$1,500,000	\$1,500,000
SUNK COSTS			
PURCHASE PRICE	\$3,000,000	\$3,000,000	\$3,000,000
DUE DILIGENCE	\$500,000	\$500,000	\$500,000
	TOTAL	\$18,800,000	\$18,800,000
			\$15,300,000

HOW COULD THIS BE FUNDED?

- \$1MM Recreation Fund (already invested)
- Grants
- Developer contribution
- Tax Increment Financing (TIF): Municipal-Only or through State program
- Water/sewer user fees

FUNDING ILLUSTRATION

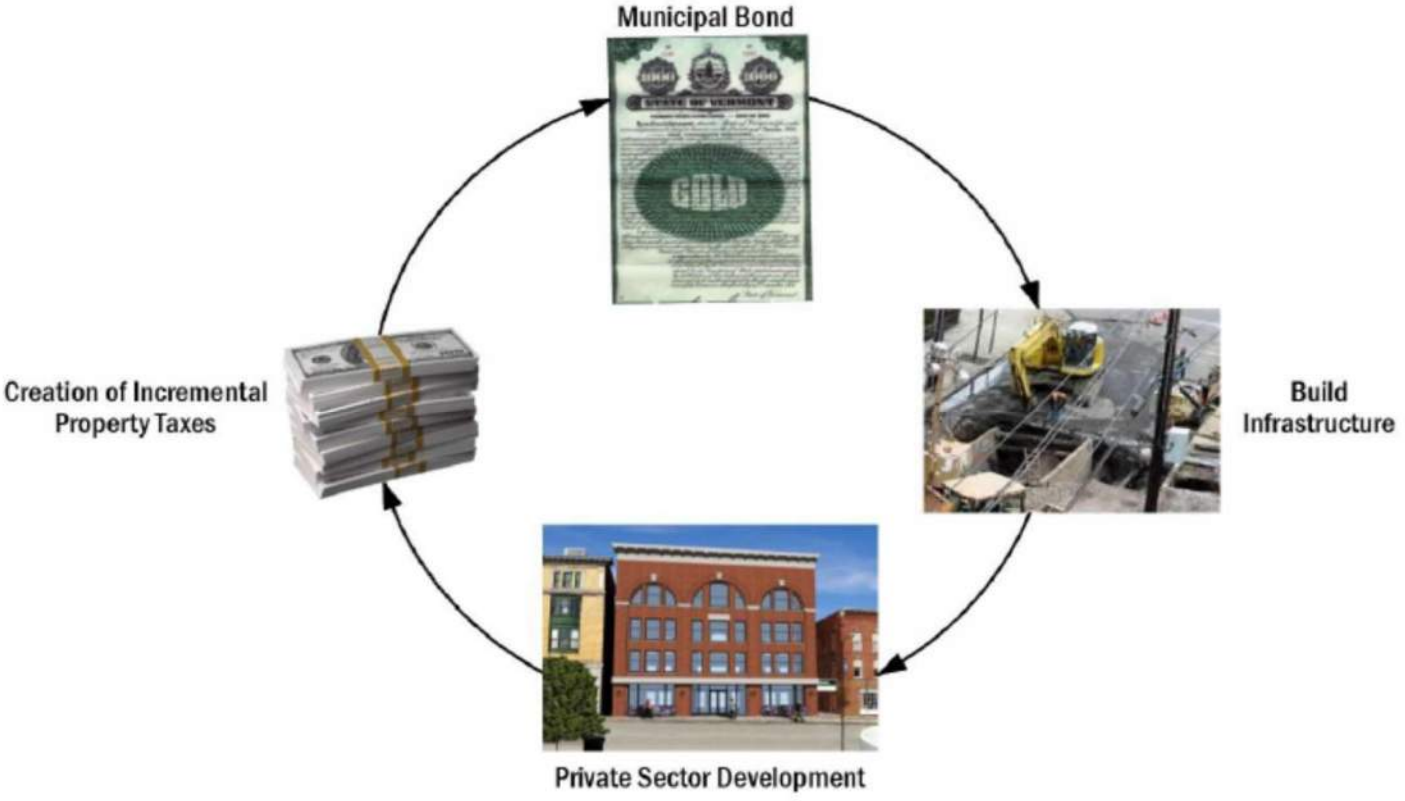
	CONCEPT A	CONCEPT B	CONCEPT C
TOTAL INFRA COST	\$18,800,000	\$18,800,000	\$15,300,000
REC FUND (ALREADY INVESTED, TOWARD PURCHASE)	\$1,000,000	\$1,000,000	\$1,000,000
POSSIBLE GRANTS	\$1,500,000	\$1,500,000	\$1,500,000
REMAINING AMOUNT TO BE FUNDED	(\$16,300,000)	(\$16,300,000)	(\$12,800,000)

FOCUS ON TIF

Municipal-Only TIF District

State TIF Program

WHAT IS TIF?



POSSIBLE TAX REVENUE GENERATED

(ASSUMES FLAT FY23 RATE)

	A 292 UNITS	B 268 UNITS	C 184 UNITS
TOTAL MUNI TAXES OVER 20 YEARS	\$18,309,286	\$14,390,048	\$10,811,646
TOTAL STATE TAXES OVER 20 YEARS	\$22,759,083	\$17,887,332	\$13,439,254

MUNICIPAL-ONLY TIF

	CONCEPT A	CONCEPT B	CONCEPT C
REMAINING AMOUNT TO BE FUNDED	(\$16,300,000)	(\$16,300,000)	(\$12,800,000)
COST OF FINANCING (TIF BOND INTEREST, 2023 TERMS)	(\$4,926,216)	(\$3,831,501)	(\$2,919,239)
MUNI-ONLY TIF REV	\$18,309,286	\$14,390,048	\$10,811,646
POSSIBLE NET COST REMAINING	(\$2,916,930)	(\$5,741,454)	(\$4,907,593)

MUNICIPAL-ONLY TIF ...CLOSING THE GAP

	CONCEPT A	CONCEPT B	CONCEPT C
REMAINING AMOUNT TO BE FUNDED	(\$16,300,000)	(\$16,300,000)	(\$12,800,000)
COST OF FINANCING (TIF BOND INTEREST, 2023 TERMS)	(\$4,926,216)	(\$3,831,501)	(\$2,919,239)
MUNI-ONLY TIF REV	\$18,309,286	\$14,390,048	\$10,811,646
POSSIBLE NET COST REMAINING	(\$2,916,930)	(\$5,741,454)	(\$4,907,593)
ADDING WATER/SEWER USER FEES WOULD COVER COST OF CONCEPT A, AND MUCH OF B & C			
ADDITIONAL COST OF FINANCING	(\$1,751,543)	(\$1,751,543)	(\$1,569,091)
ELIGIBLE W/S FEES TOWARD DEBT SERVICE	\$6,551,543	\$5,310,322	\$4,639,264
POSSIBLE NET COST REMAINING	\$0	(\$2,182,675)	(\$1,837,420)

STATE TIF

REMAINING AMOUNT TO BE FUNDED	(\$16,300,000)	(\$16,300,000)	(\$12,800,000)
COST OF FINANCING (TIF BOND INTEREST, 2023 TERMS)	(\$8,575,265)	(\$6,933,193)	(\$5,108,668)
STATE TIF REV	\$32,161,721	\$25,277,266	\$18,991,517
POSSIBLE NET SURPLUS, IF STATE TIF	\$7,286,456	\$2,044,073	\$1,082,849

ADDING WATER/SEWER USER FEES COULD INCREASE SURPLUS / DEBT CAPACITY USING TIF.

COST TAKEAWAYS

Concepts A & B - comparable gross cost to City

Concept C - 20% less costly overall, but also fewest housing units

Gross cost / unit:

- A: \$47K / unit
- B: \$51K / unit
- C: \$56K / unit

Recreation and Community Zone piece unknown in this phase

FINANCING POSSIBILITY TAKEAWAYS

- City will seek grants - many unknowns at this time.
- Using municipal-only TIF plus water/sewer user fees covers most cost of infrastructure for housing development.
- Using State TIF program should cover entire cost of infrastructure for housing development.
- Structure of State TIF program and development plan for site could mean tax revenue from housing helps recreation investment cost.

FINANCING POSSIBILITY TAKEAWAYS (CONT'D)

- Much more due diligence needed to get clearer on design, engineering, and permitting implications.
 - Could increase costs and could increase possible funding sources.
- More will evolve as partnerships with developer emerges and recreational programming developed.

FINANCING POSSIBILITY TAKEAWAYS (CONT'D)

- City will need to continue to look at costs and funding streams.
- Ultimately, City voters will have a vote on any costs - but not in Phase 1!
 - Spring 2023 is not a vote on spending.



COMPLETION OF PHASE 1:

Focus on what the vision should be for uses on site
so due diligence can continue in Phase 2!

SURVEY

RANK CHOICE
CONCEPTS A, B, C

RANK SUPPORT FOR
RECREATION AND COMMUNITY
CENTER AT CCR SITE

ACTONABLE MASTER PLAN

Rec & Comm
Zone Process

Re-Zoning

Growth Center

Abenaki
Working Group

TIF District

Transit

Permitting Due
Diligence

Further Design
Due Diligence

Subdivision
Plans

ACTION ITEMS FOR YOU



Review concept plans on the website



Take the survey!



Inform your neighbors and friends





Appendix D

City Council Presentations



TIMELINE



INPUT SUMMARY SPRING - SEPTEMBER

- Housing. Recreation. Conservation. Agriculture. Education. Retail.
- Range of feedback
 - From: No housing, only recreation. To: No recreation, only housing.
 - Housing + Agriculture. Housing + Recreation. Housing + Conservation.



Agency of Natural Resources Map—Overlay Highlights the Former S&K Club Site

THE FALL 2022 QUESTION

WHAT DO YOU WANT MOST FOR THIS LEGACY SITE?

FALL 2022 OUTREACH PLAN

Live feedback sessions

Small stakeholder meetings

Education and outreach

Communication

FALL 2022

- Listening sessions
- Back to Council - November/December
- Due diligence, analysis & planning

WINTER 2023

- Due diligence findings
- Opportunities and constraints plan
- Public workshops to identify & discuss pros/cons
- Identify additional research
- All feedback to be captured and relayed back to City Council
- City Council to give direction for concept planning

SPRING 2023

- Two to three scenarios of development pathways
- Will include order of magnitude costs, development pros & cons, and next steps per scenario
- Public sessions to gather input > Council
- Council to select direction
- Team to refine option and provide Actionable Master Plan





COUNTRY CLUB ROAD SITE
MASTER PLANNING UPDATE
WINTER 2023

CITY COUNCIL MEETING

JANUARY 18, 2023

MEETING PURPOSE

- What we'll cover:
 - Process update
 - Fall community conversation report
 - Montpelier-specific housing data
 - Site due diligence findings
 - Preview of site test sketches with opportunities and constraints
- What we won't!
 - In-depth conversation of uses, priorities, and design of site

PHASE ONE TIMELINE

SPRING 2022

COMMUNITY INPUT

FALL 2022

COMMUNITY INPUT
+ PRIORITIZATION

DUE DILIGENCE +
ANALYSIS

WINTER 2023

OPPORTUNITIES +
CONSTRAINTS
ASSESSMENT WITH
PUBLIC WORKSHOPS

SPRING 2023

CONCEPT
PLANNING PUBLIC
FEEDBACK

FALL 2022 -
PROCESS RECAP

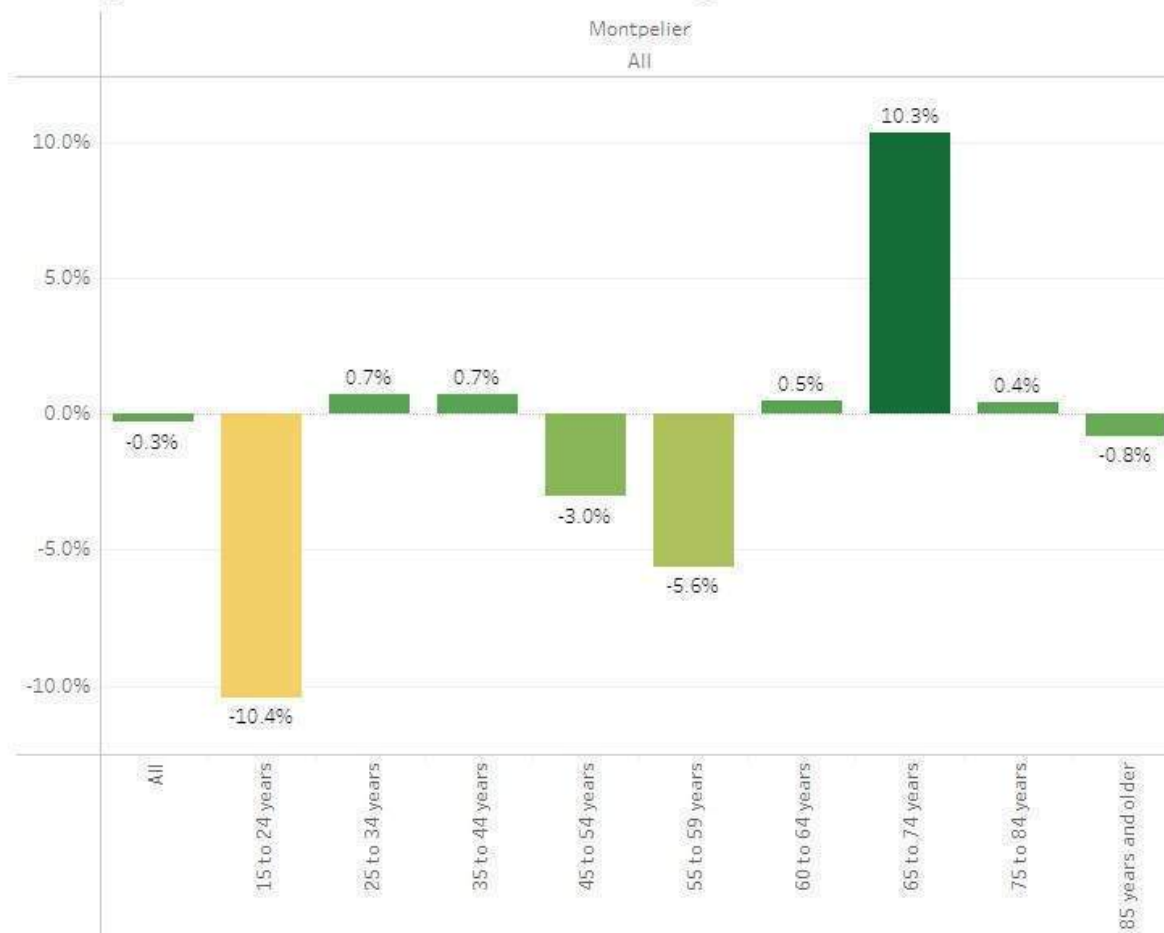


COMMUNITY CONVERSATION FEEDBACK

rental~and~ownership~options
future~generations
mix~of~housing~product
transportation
community~pool
maximize~city's~roi
vcfa~comm~center
rooftop~solar
maintain~wildlife~corridors
connect~to~neighboring~properties
"hobbit~land"
solar~arrays
disc~golf
retain~mature~trees
maintain~some~views
community~center
dog~park
regional~recreation~event~hub
city~employee~housing
sustainability~park
skate~park
remain~undeveloped

Age of Householder

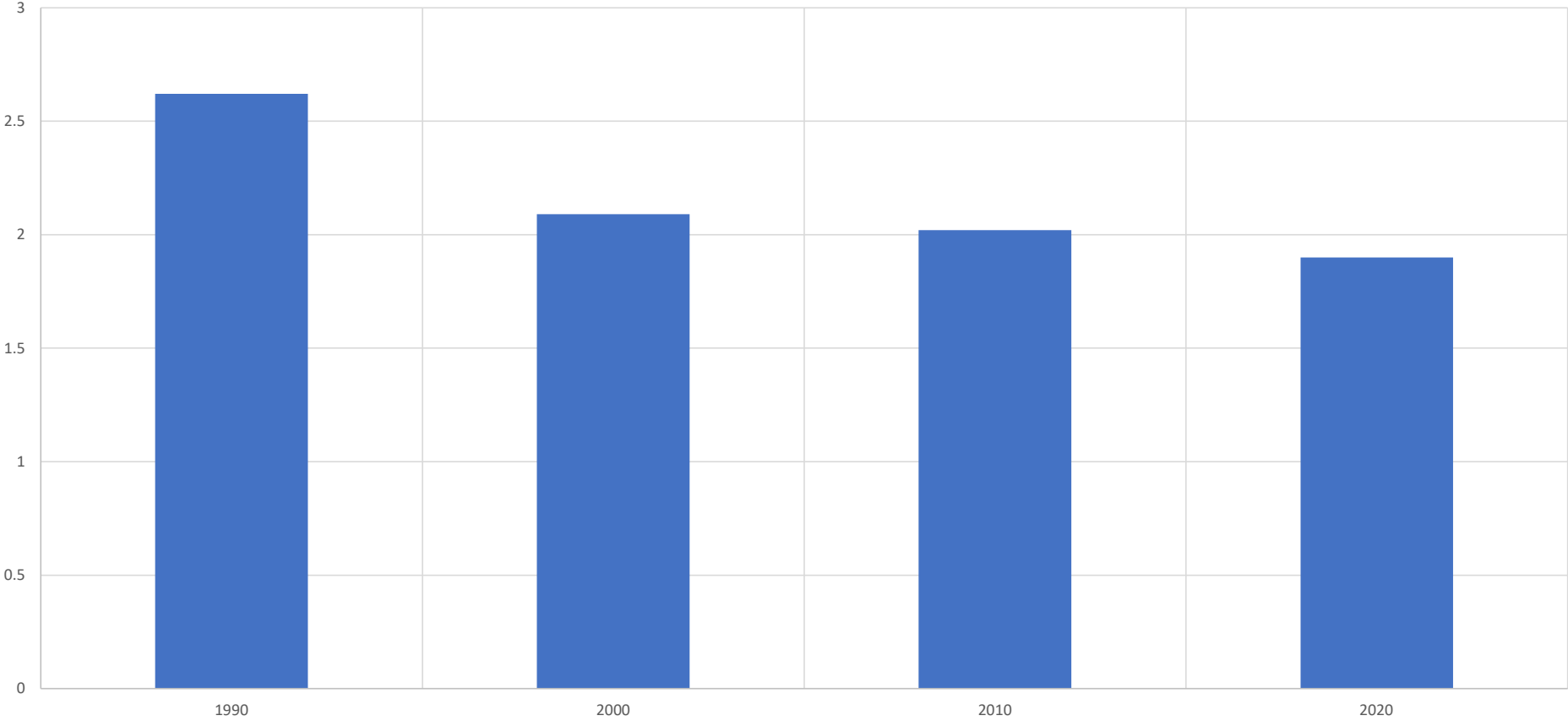
Average annual estimated rate of household growth since 2010



Source:

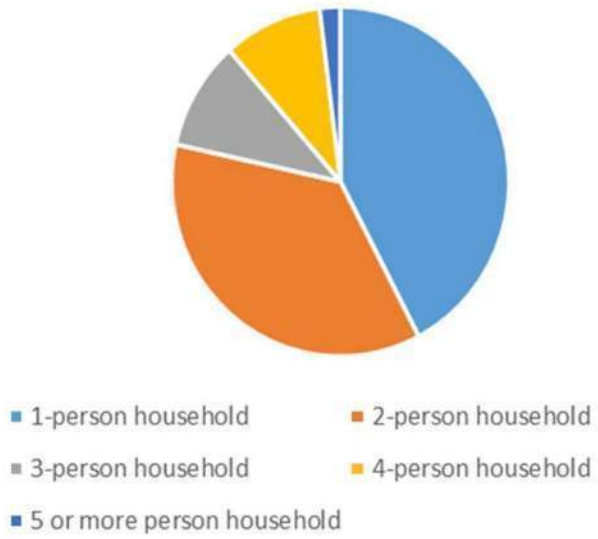
U.S. Census Bureau: American Community Survey 5-year estimates, 2014-2018 (Table B01003); U.S. Decennial Census (for 2010 data)

Average Household Size

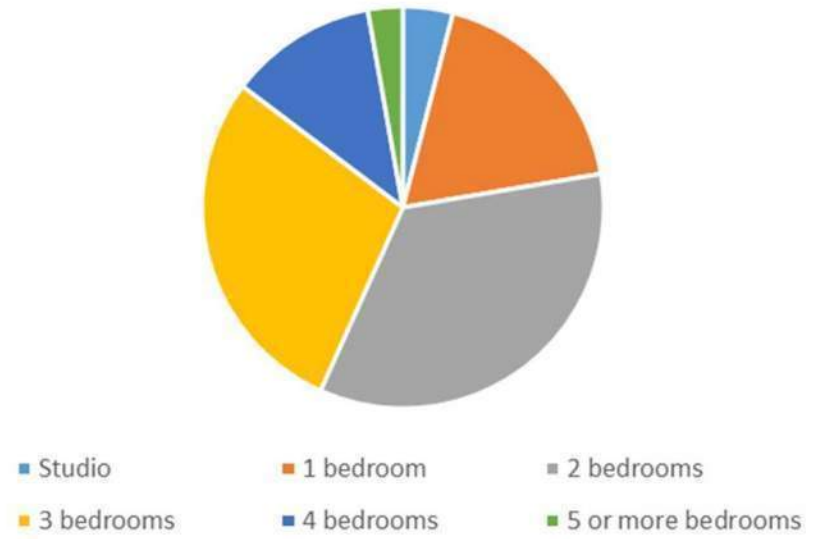


Source: U.S. Census Bureau: Decennial Census 1990-2010; 2016-2020 ACS 5-year estimates

Tenure By Household Size

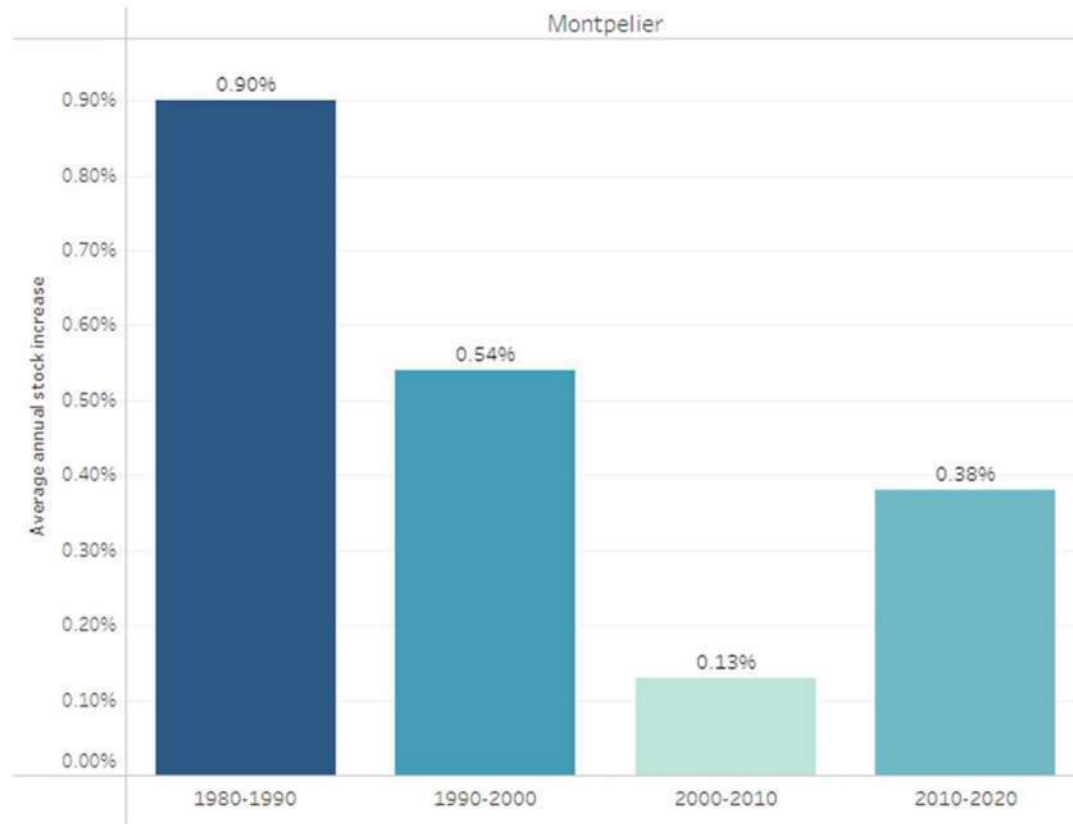


Number of Bedrooms Per Dwelling Unit



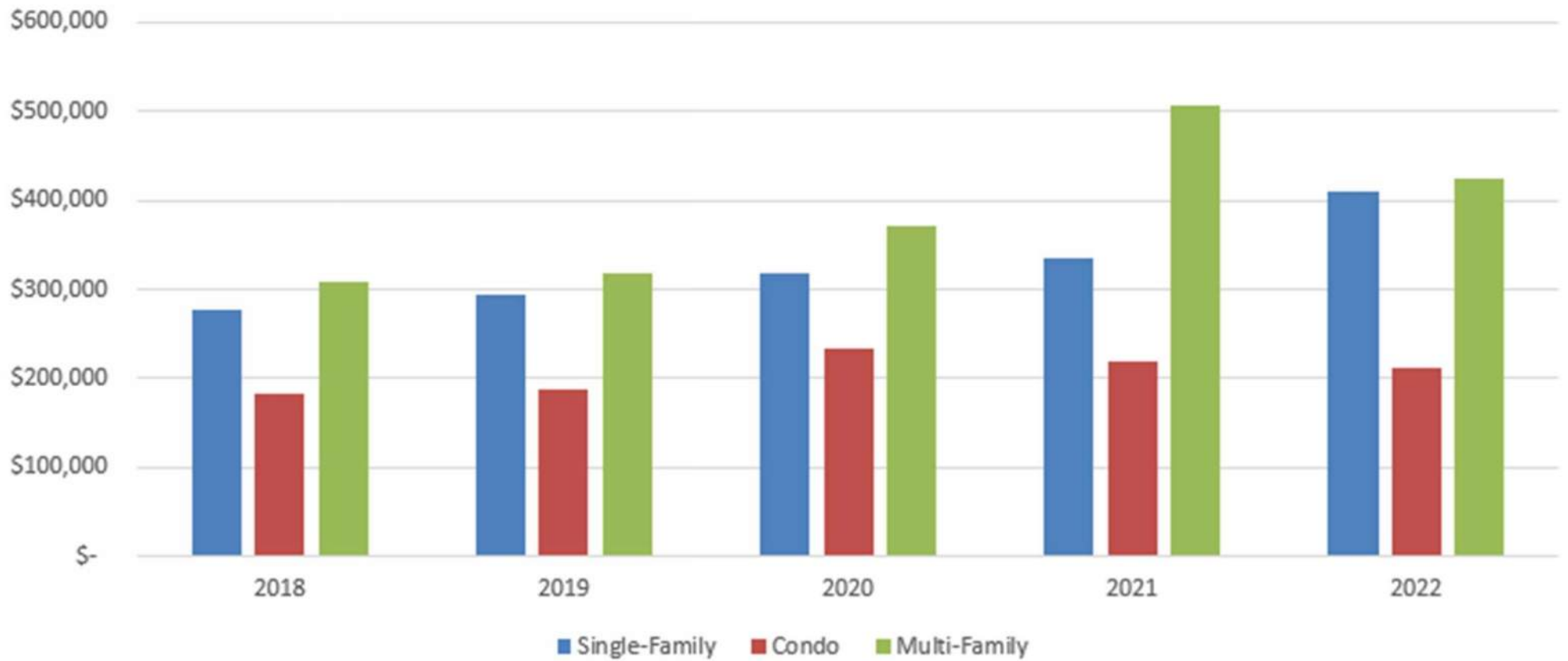
Source: U.S. Census Bureau, 2016-2020 American Community Survey 5-Year Estimates

Rate of Change in Housing Supply



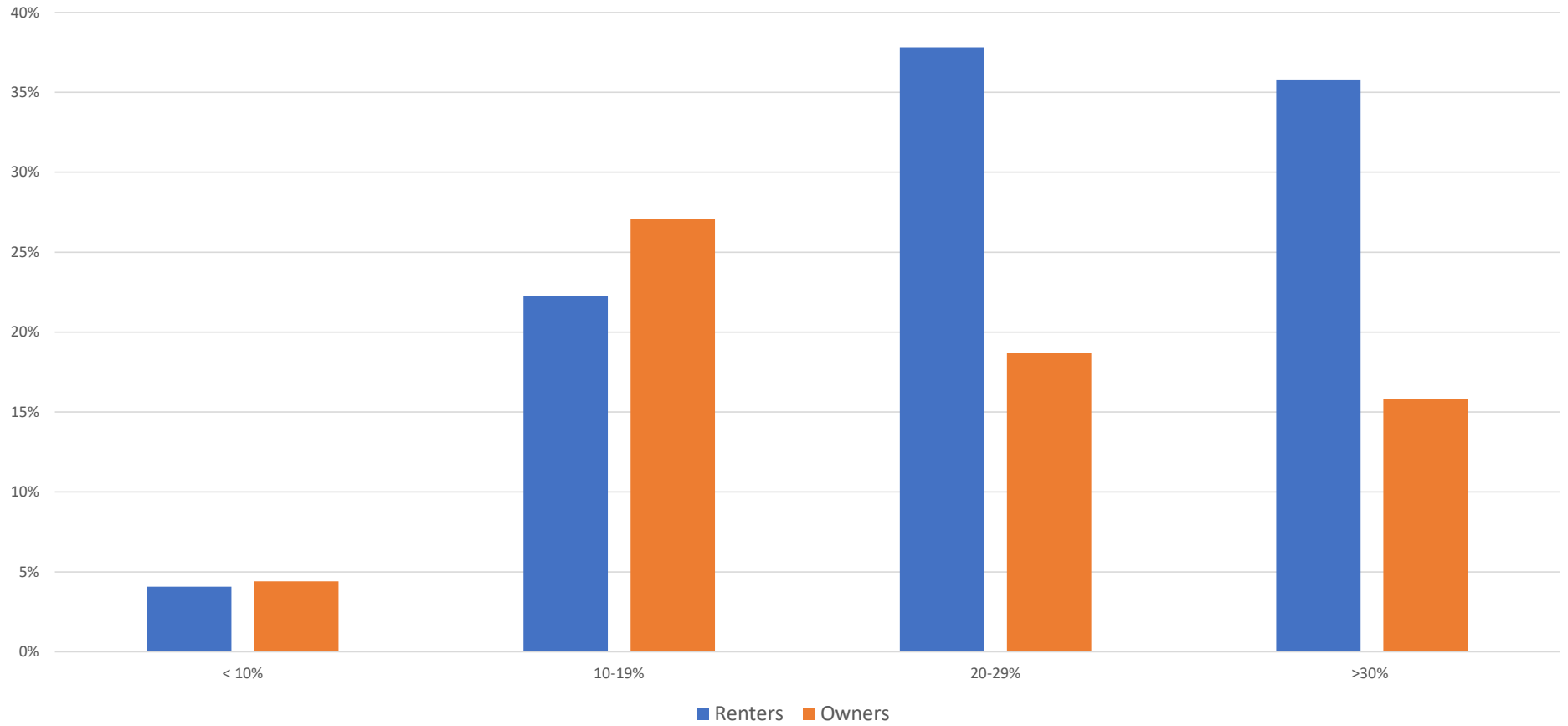
Source:
U.S. Census Bureau: US Decennial Census, 1980-2020

Average Real Estate Transaction Through November 2022



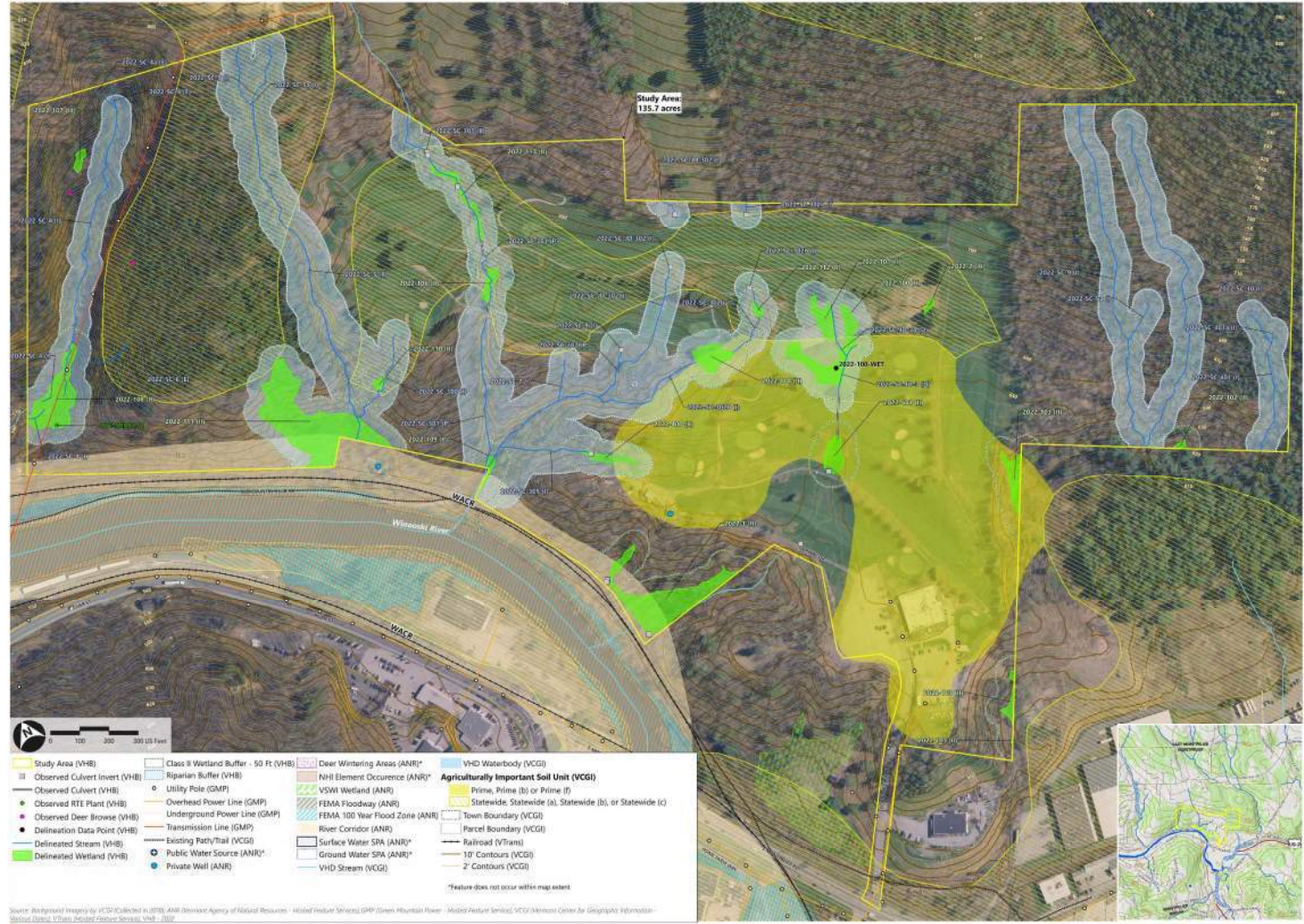
Source: City of Montpelier

Percentage of Renters & Owners Gross Household Expenses as a Percentage of Income

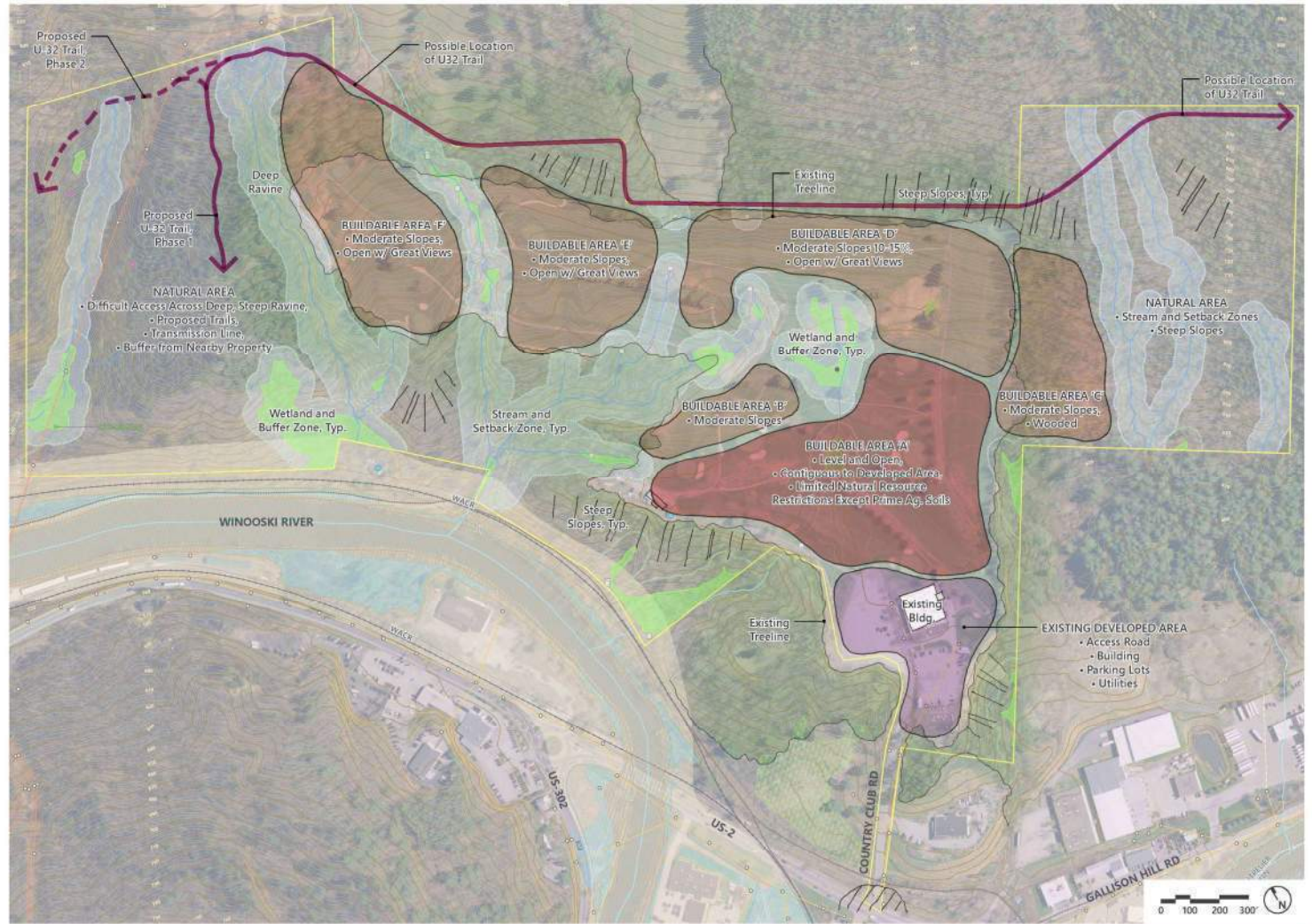


Source: U.S. Census Bureau, 2016-2020 American Community Survey 5-Year Estimates

DUE DILIGENCE AND SITE FINDINGS

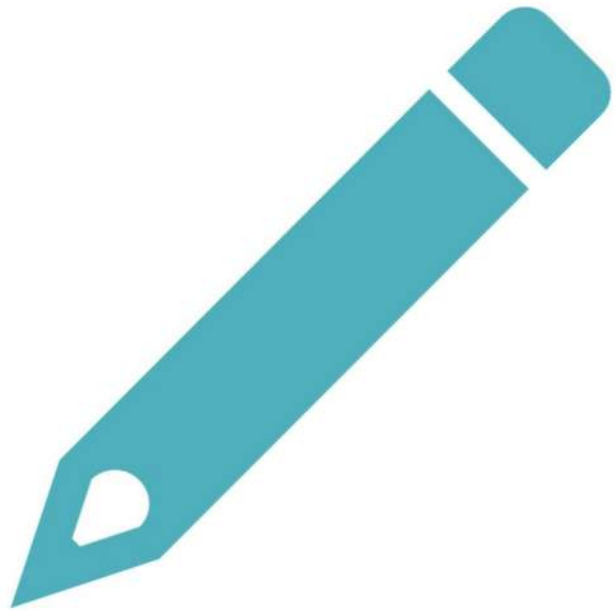


BUILDABLE AREAS

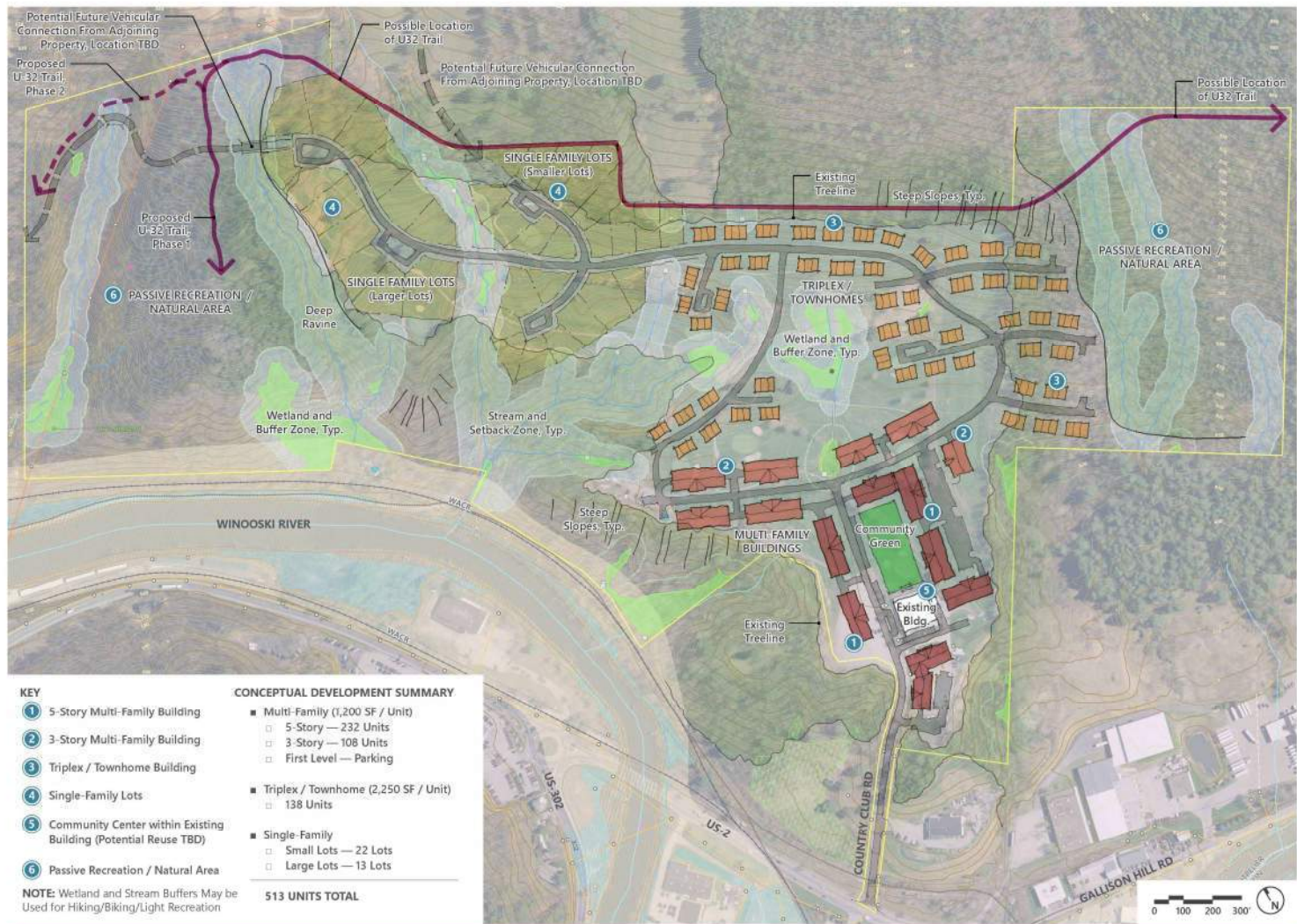


THE WINTER 2023 QUESTION

KNOWING THE SITE FEATURE LIMITATIONS AND THE
COMMUNITY'S IDENTIFIED NEEDS,
HOW WOULD YOU LAY OUT THE SITE?



TEST LAYOUT SKETCHES



KEY

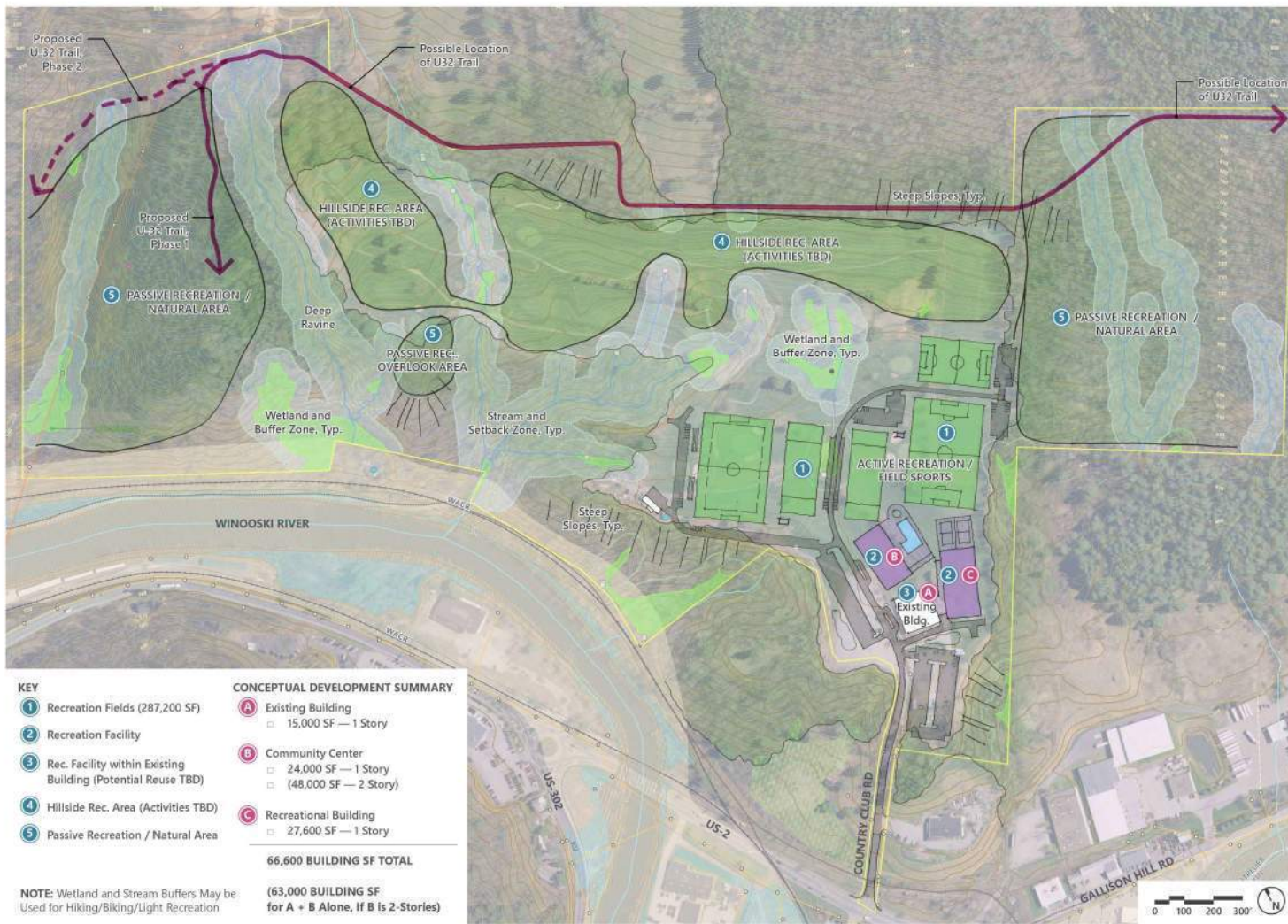
- 1 5-Story Multi-Family Building
- 2 3-Story Multi-Family Building
- 3 Triplex / Townhome Building
- 4 Single-Family Lots
- 5 Community Center within Existing Building (Potential Reuse TBD)
- 6 Passive Recreation / Natural Area

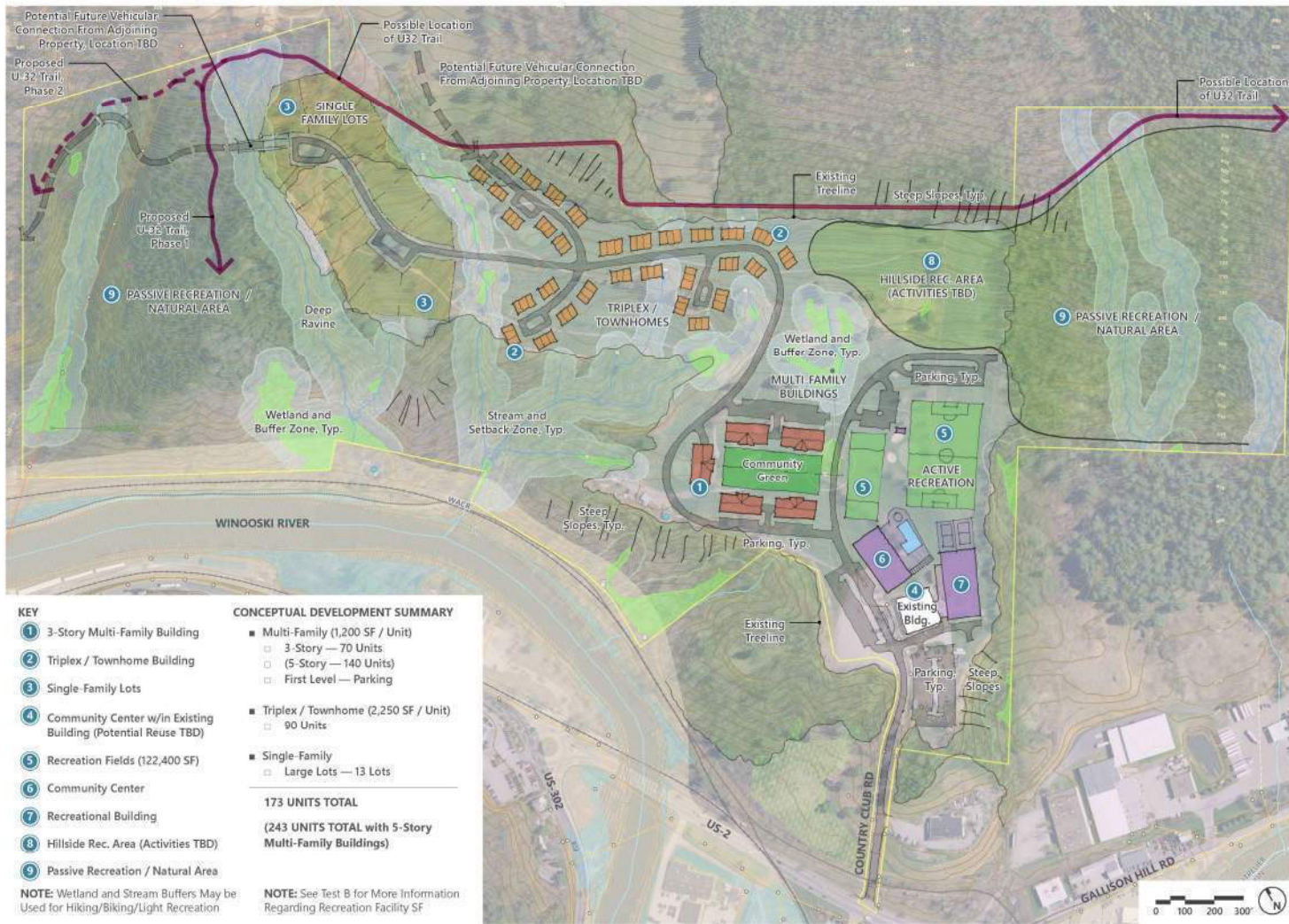
NOTE: Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation

CONCEPTUAL DEVELOPMENT SUMMARY

- Multi-Family (1,200 SF / Unit)
 - 5-Story — 232 Units
 - 3-Story — 108 Units
 - First Level — Parking
- Triplex / Townhome (2,250 SF / Unit)
 - 138 Units
- Single-Family
 - Small Lots — 22 Lots
 - Large Lots — 13 Lots

513 UNITS TOTAL







QUESTIONS FOR THE PUBLIC



QUESTIONS FOR THE PUBLIC

- What are priorities for each buildable area?
- What are other concerns to be taken into consideration in concept plans?
- Any special spots to be preserved?
- What are compromises to be made to achieve multiple priorities? (i.e. Cannot remain fully accessible to the public & also create new housing)
- What are creative ideas to achieve multiple priorities?



WINTER 2023 PROCESS

Public meetings

Video

Survey

Flyers





COUNTRY CLUB ROAD SITE MASTER PLANNING UPDATE

CITY COUNCIL MEETING

MARCH 22, 2023

PHASE ONE TIMELINE

SPRING 2022

COMMUNITY INPUT

FALL 2022

COMMUNITY INPUT
+ PRIORITIZATION

DUE DILIGENCE +
ANALYSIS

WINTER 2023

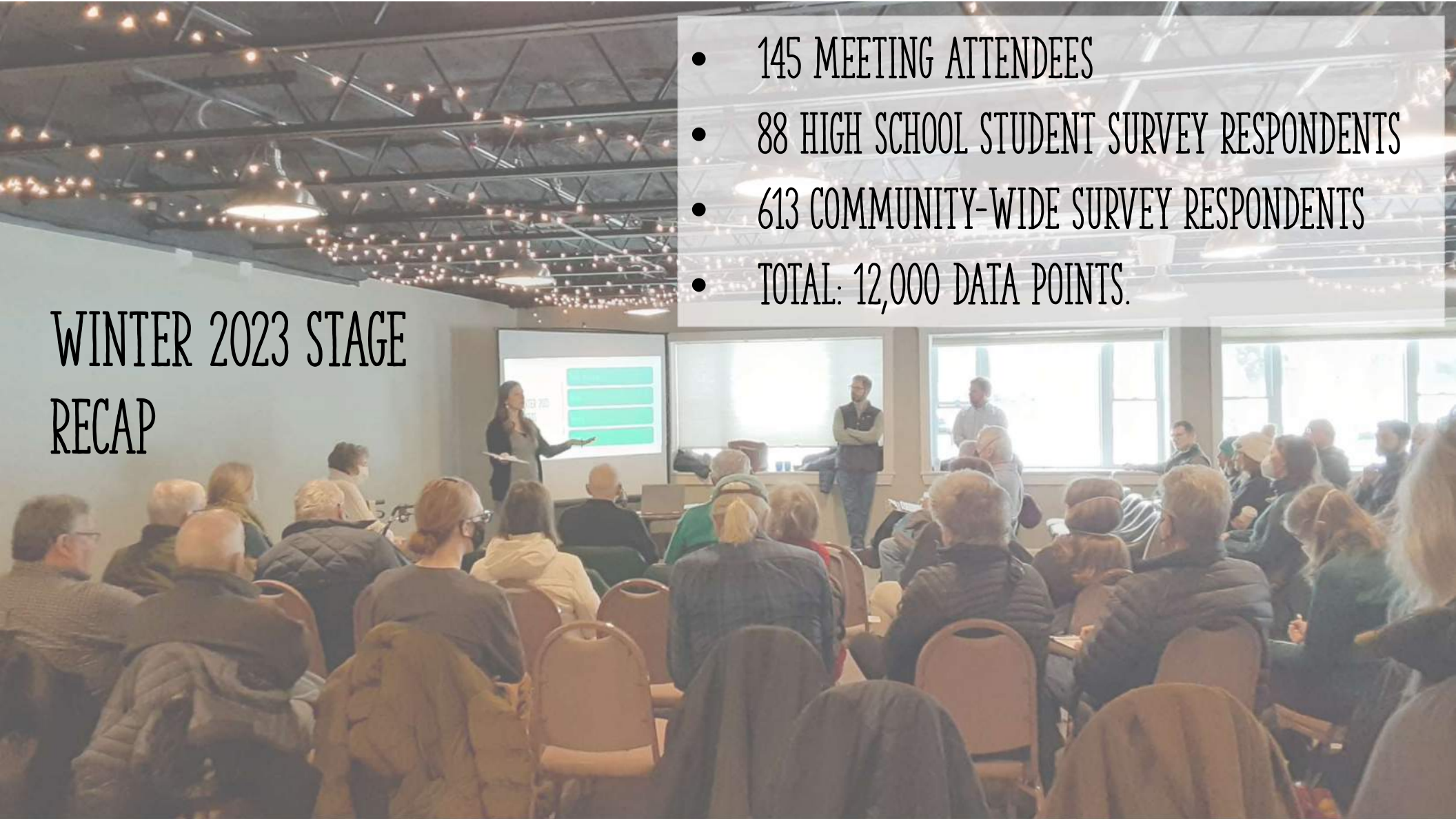
OPPORTUNITIES +
CONSTRAINTS
ASSESSMENT WITH
PUBLIC WORKSHOPS

SPRING 2023

CONCEPT
PLANNING PUBLIC
FEEDBACK

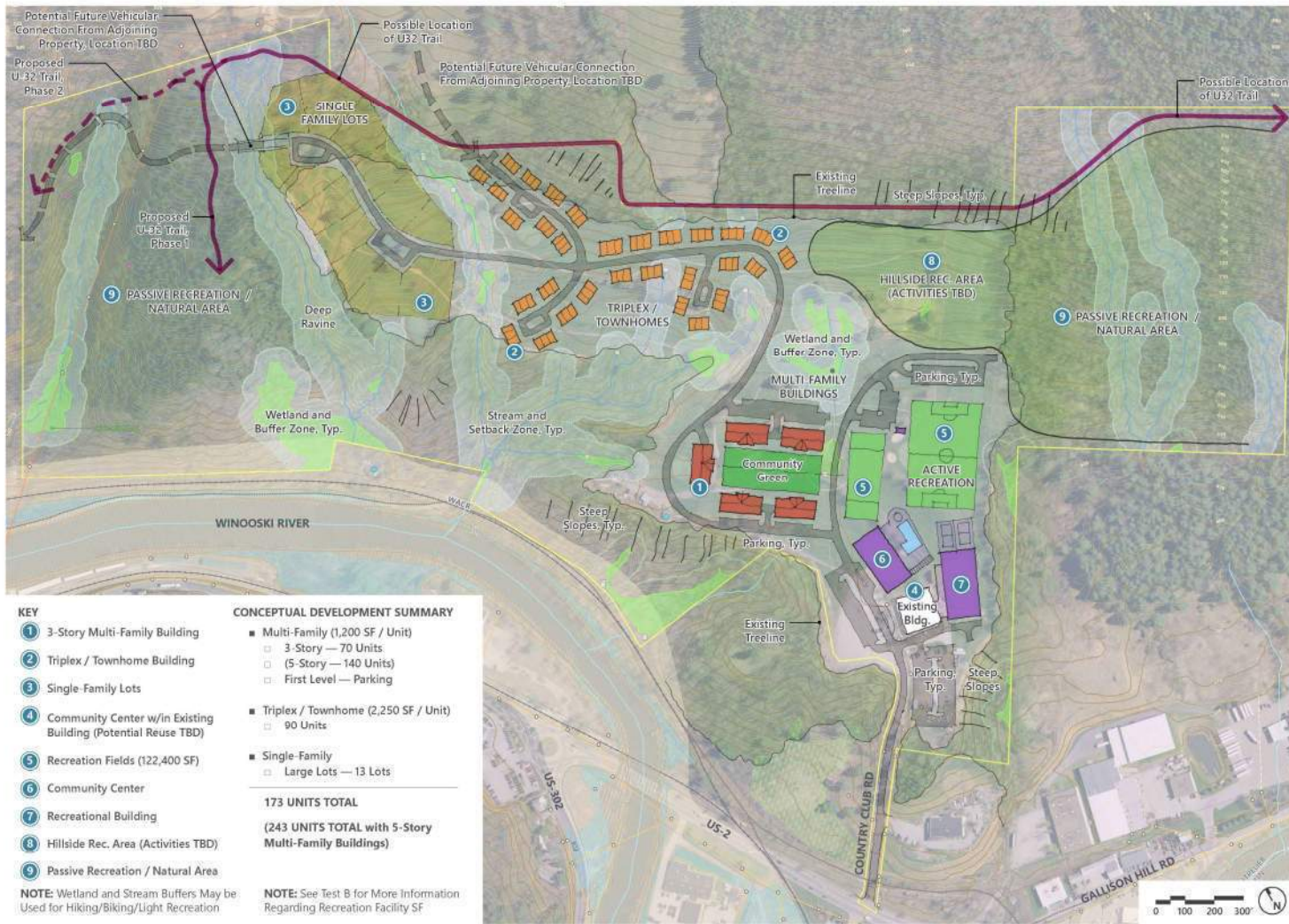
WINTER 2023 STAGE RECAP

- 145 MEETING ATTENDEES
- 88 HIGH SCHOOL STUDENT SURVEY RESPONDENTS
- 613 COMMUNITY-WIDE SURVEY RESPONDENTS
- TOTAL: 12,000 DATA POINTS.



COMMUNITY CONVERSATION FEEDBACK

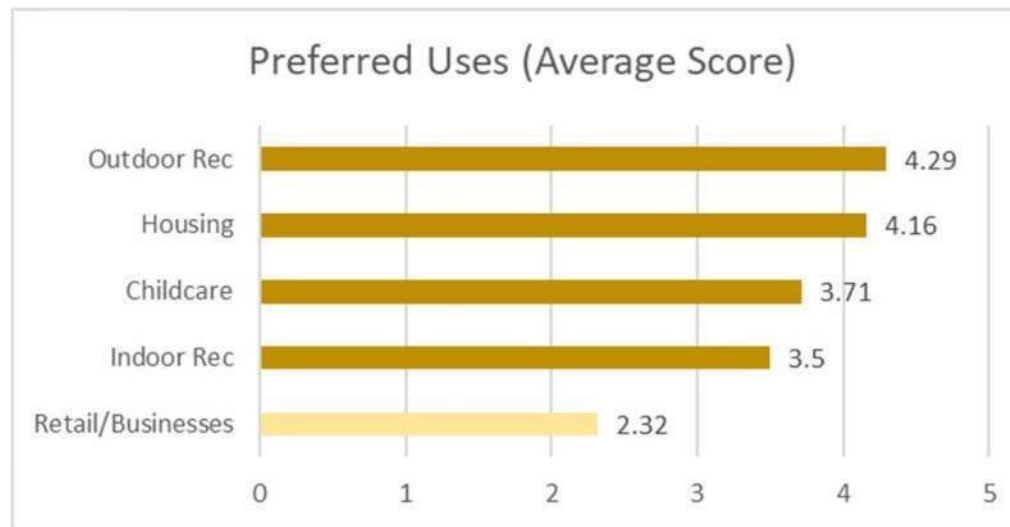
- Balance of housing and recreation
- Housing should be mix of price points and product
- Multi-family is essential
- Importance of indoor and outdoor rec for all ages
- Mixed response on recreation center location
- Need to show connection / relationship to downtown
- Transportation and infrastructure solutions - key to decision-making
- Small scale (if any) commercial only



SURVEY DEMOGRAPHICS

What is your total annual household income?	
< \$25,000	5%
\$25,000-\$49,999	9%
\$50,000-\$74,999	13%
\$75,000-\$99,999	21%
\$100,000-\$249,999	38%
\$250,000 or more	4%
No answer	10%
In which category is your age?	
18-34	11%
35-44	24%
45-54	25%
55-64	14%
65+	26%
Do you rent or own your home?	
Rent	19%
Own	81%

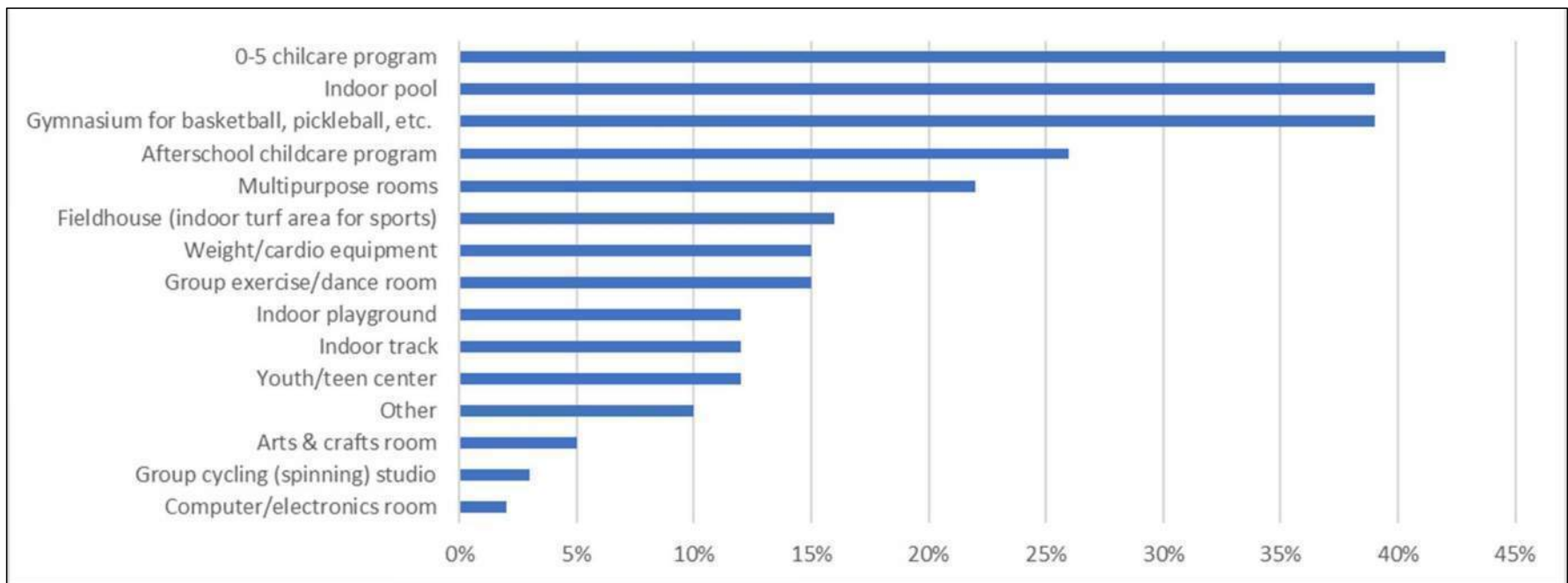
“THE FOLLOWING USES HAVE BEEN CONTEMPLATED FOR THE COUNTRY CLUB ROAD SITE. PLEASE IDENTIFY YOUR LEVEL OF SUPPORT FOR EACH OF THE USES:”



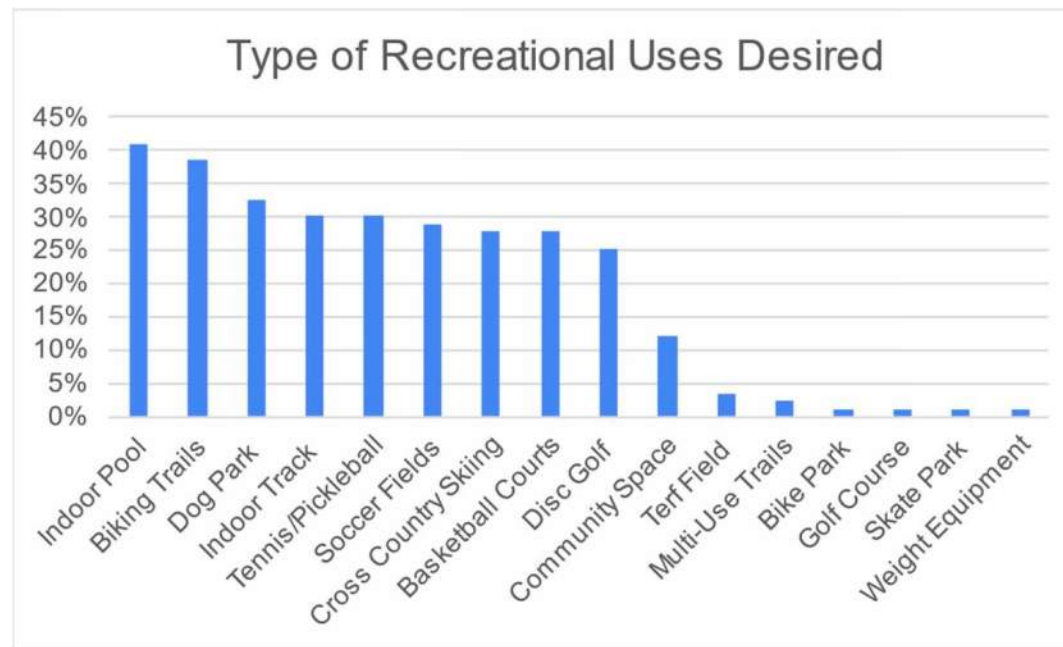
“KNOWING THE SITE FEATURE LIMITATIONS AND THE COMMUNITY’S IDENTIFIED NEEDS, HOW WOULD YOU LAY OUT THE SITE?”



“WHICH FEATURES DO YOU AND MEMBERS OF YOUR HOUSEHOLD FEEL ARE MOST NEEDED IN A NEW REC CENTER?”

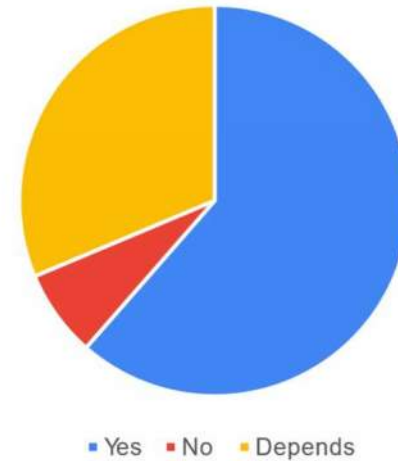


FOR HIGH SCHOOL STUDENTS – SIMILAR QUESTION

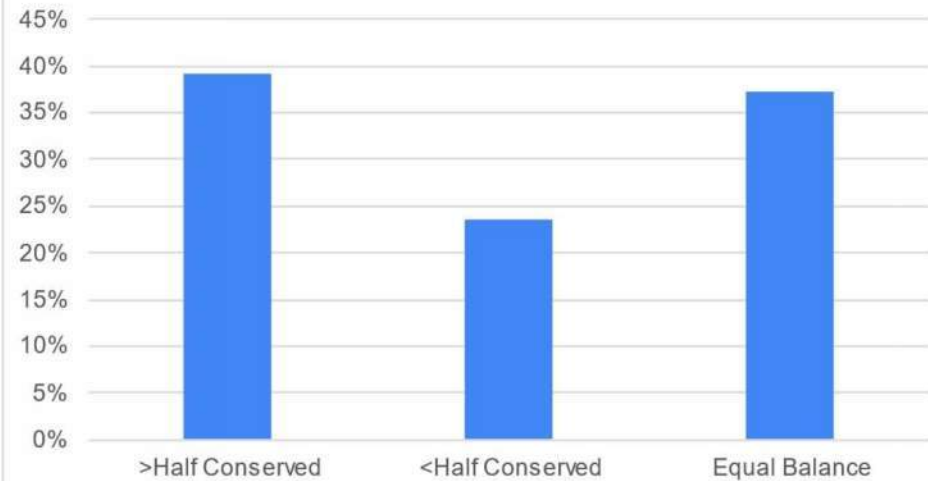


HIGH SCHOOL STUDENT SURVEY

Should Some of the Property Be Conserved?



For Those Who Said Yes



BUILDING HEIGHT

3+ STORIES - FEEDBACK CONSENSUS

EFFICIENCIES AND LAYOUT WILL MATTER

BUILDABLE AREAS

Natural Area West

Natural Area East

F

E

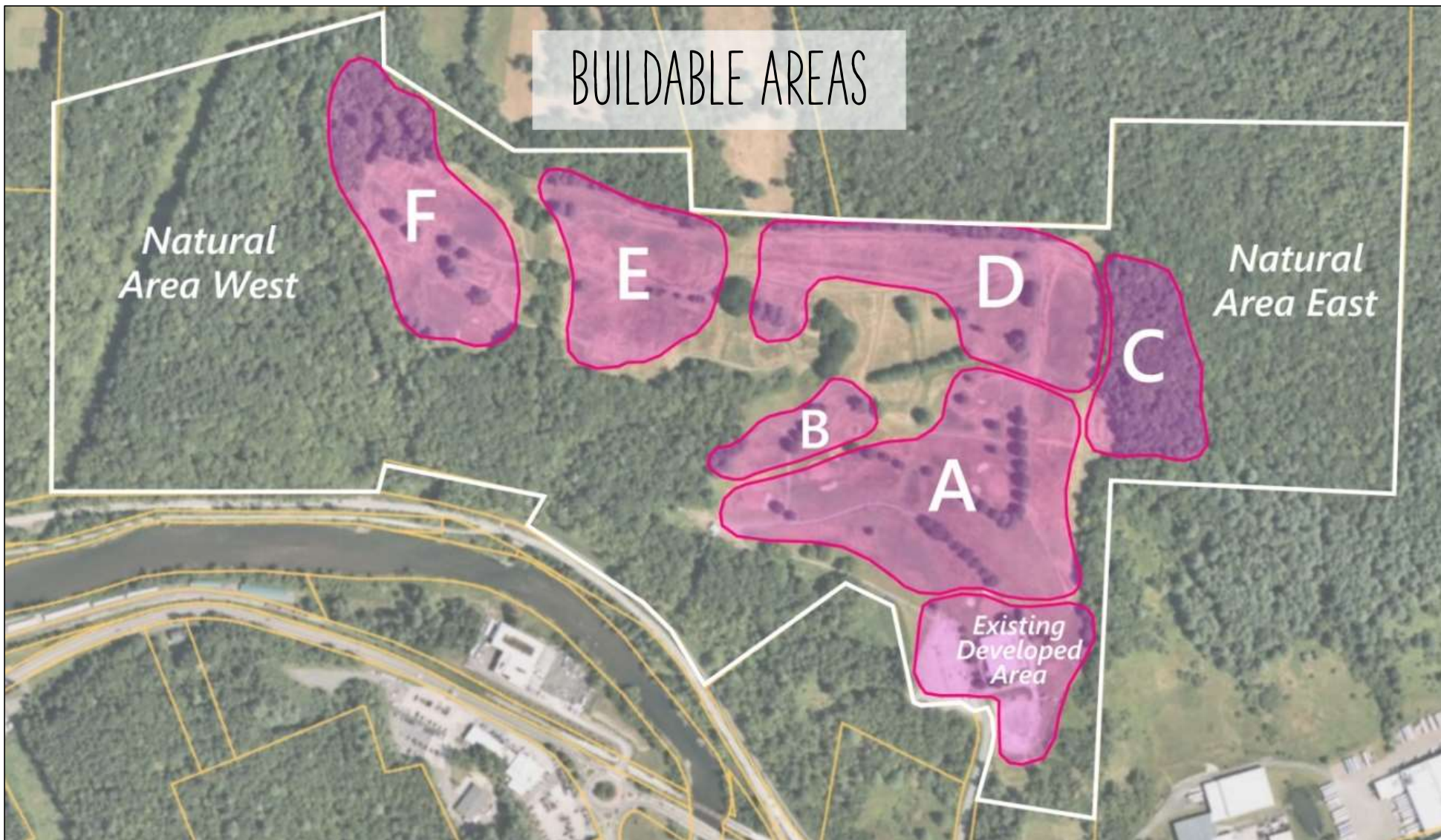
D

C

B

A

Existing Developed Area



BUILDABLE AREAS

Buildable Areas	A	B	C	D	E	F	East	West
Multi-Family	29%	32%	25%	29%	27%	23%	2%	2%
Single-Family Home	5%	7%	8%	9%	12%	12%	0%	0%
Community/Rec Center	21%	10%	8%	6%	6%	6%	0%	0%
Trails	9%	13%	17%	17%	16%	17%	37%	41%
Outdoor Rec	21%	21%	20%	20%	19%	20%	11%	10%
Solar Arrays	6%	6%	5%	9%	9%	6%	0%	0%
Conserved Land	5%	7%	11%	6%	7%	11%	45%	40%
Dedicated Abenaki Space	4%	4%	5%	3%	4%	5%	3%	7%
Community Garden	0%	1%	0%	0%	0%	0%	2%	0%

WHAT IS KNOWN



HOUSING + REC, BALANCED ON SITE



MIXED HOUSING PRODUCT



TRAILS & CONSERVED LAND IN NATURAL AREAS



TRAILS AND OPEN SPACE THROUGHOUT



GENERAL ROAD LOCATION

WHAT IS NOT KNOWN



RECREATIONAL PROGRAMMING - INDOOR AND OUTDOOR



SPECIFIC HOUSING PRODUCT, LAYOUT, UNIT COSTS, AND CITY INFRASTRUCTURE NEEDED



HOW TO INCORPORATE INNOVATION AND CREATIVE FINANCING



CHILDCARE LOCATION OR OPERATIONS

PROPOSED CONCEPT ALTERNATIVES



RECREATION ZONE



HOUSING OPTIONS



OUTDOOR REC (INCLUDING CONNECTION TO BIKE PATH)



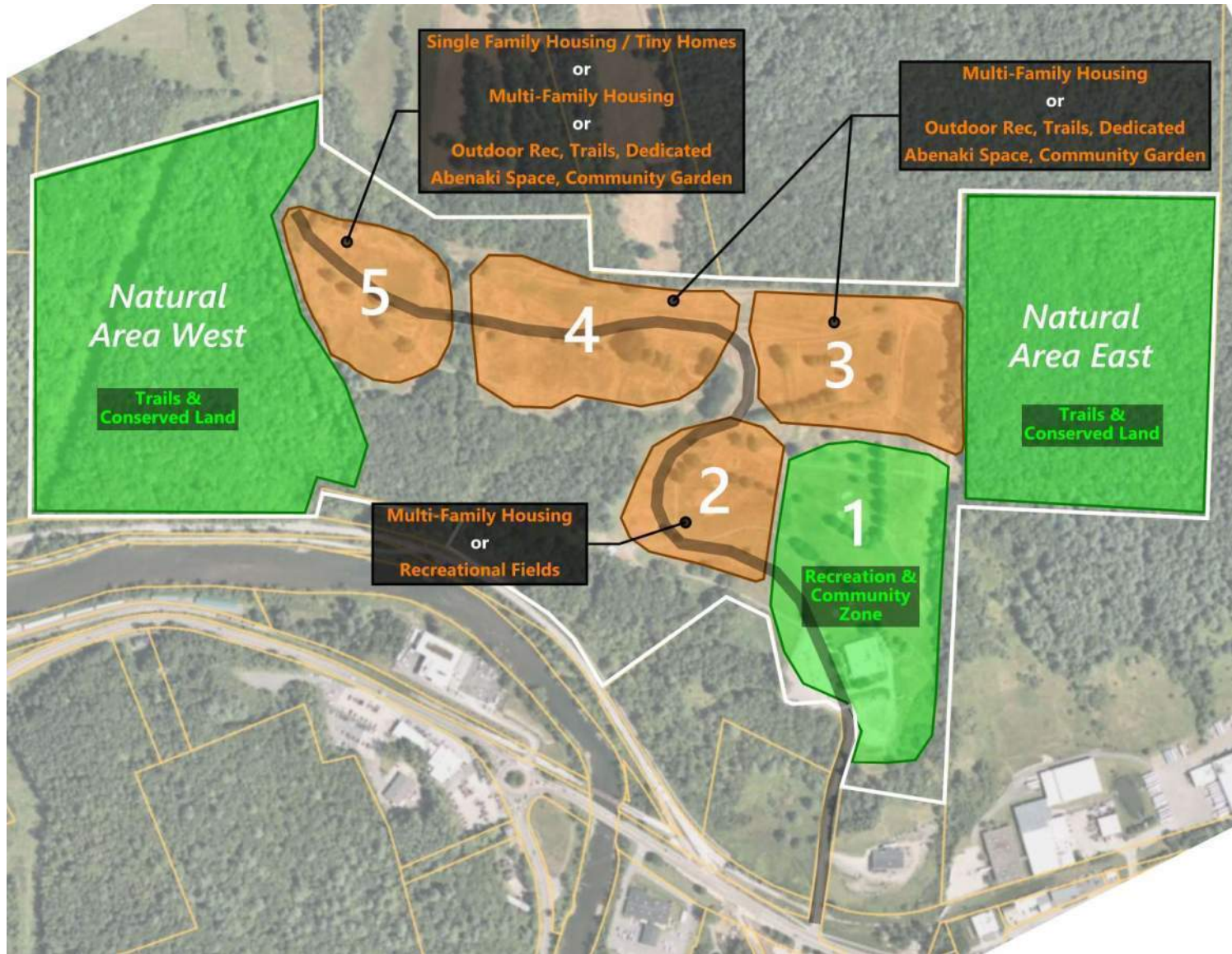
DEDICATED ABENAKI SPACE



COMMUNITY GARDENS



TRAILS, CONSERVED AREAS, OPEN SPACE (INCLUDING U32 TRAIL)

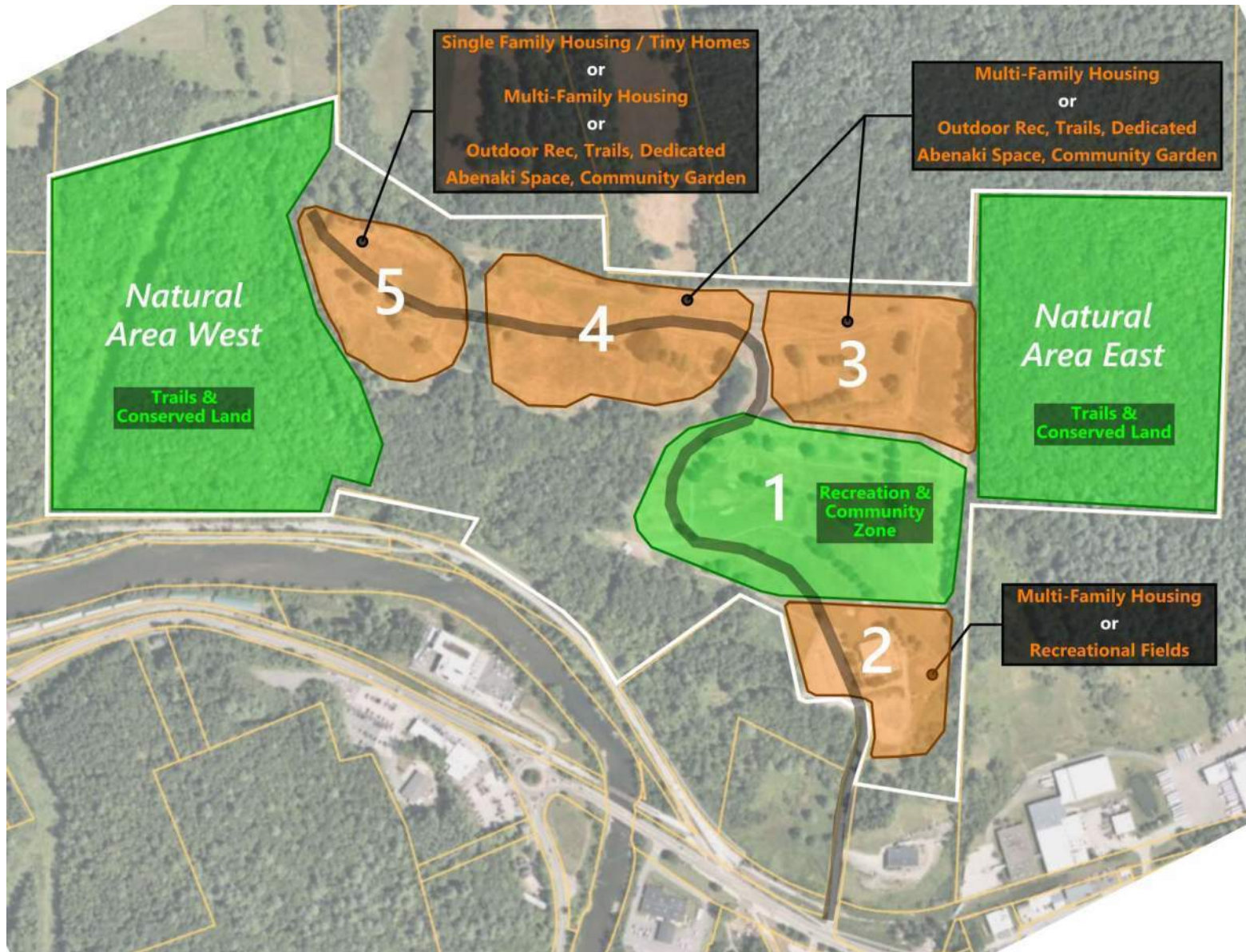


QUESTIONS FOR COUNCIL

"RECREATION & COMMUNITY ZONE"
- LOCATION AND SIZE

COMMITMENT TO ABENAKI RECOGNITION ON SITE

ANY USES IN BUILDABLE AREAS THAT YOU OPPOSE &
WOULD LIKE NOT TO BE OPTIONS FOR THE COMMUNITY?

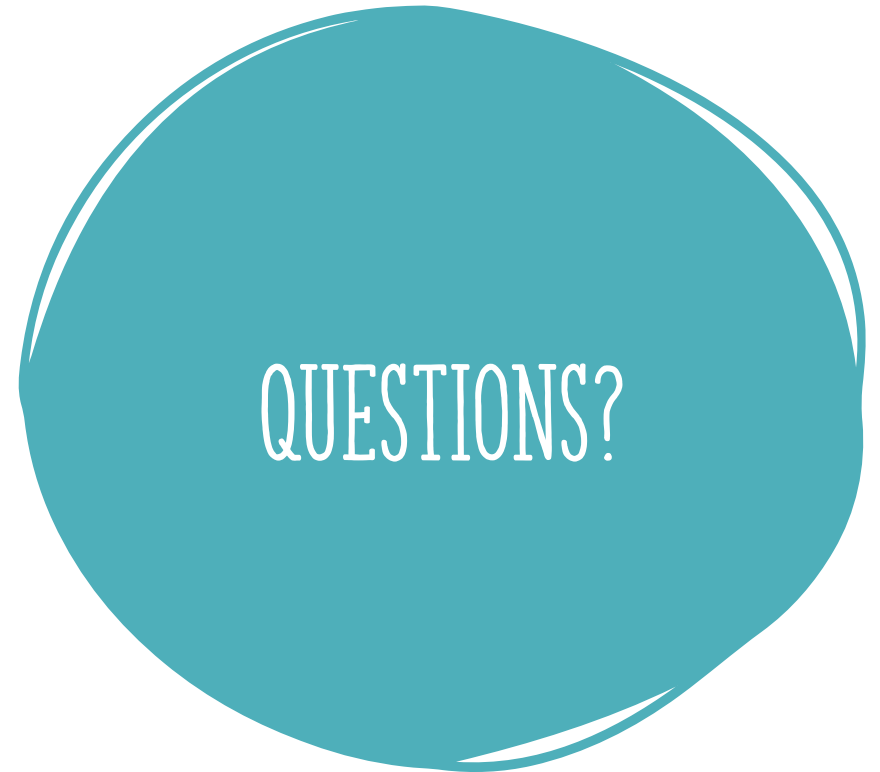


NEXT STEPS

CONCEPT ALTERNATIVES

ORDER OF MAGNITUDE
CITY COST ESTIMATES &
IMPLICATIONS

OUTREACH





COUNTRY CLUB ROAD SITE MASTER PLANNING UPDATE

CITY COUNCIL MEETING

MAY 24, 2023

PHASE ONE TIMELINE

SPRING 2022

COMMUNITY INPUT

FALL 2022

COMMUNITY INPUT
+ PRIORITIZATION

DUE DILIGENCE +
ANALYSIS

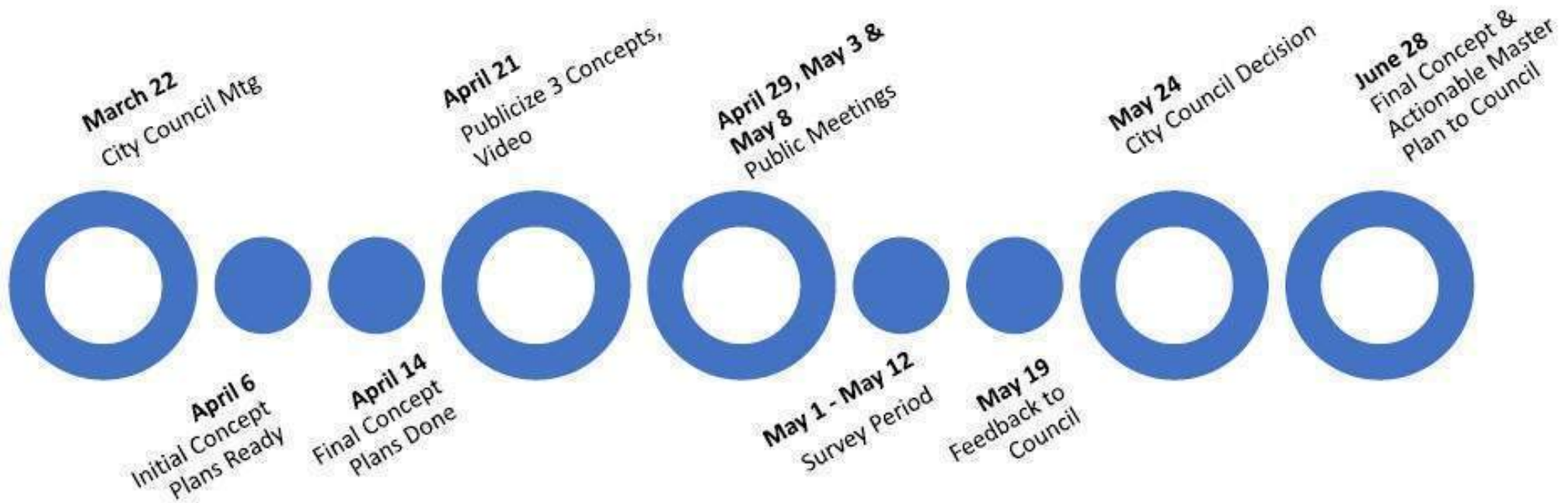
WINTER 2023

OPPORTUNITIES +
CONSTRAINTS
ASSESSMENT WITH
PUBLIC WORKSHOPS

SPRING 2023

CONCEPT
PLANNING PUBLIC
FEEDBACK

COMPLETION OF PHASE 1 TIMELINE



SPRING 2023 STAGE RECAP

- SOLID ENGAGEMENT FOR THE SEASON
- INCREASED MESSAGING AND OUTREACH WITH EVERY STAGE
- FEEDBACK LOOP

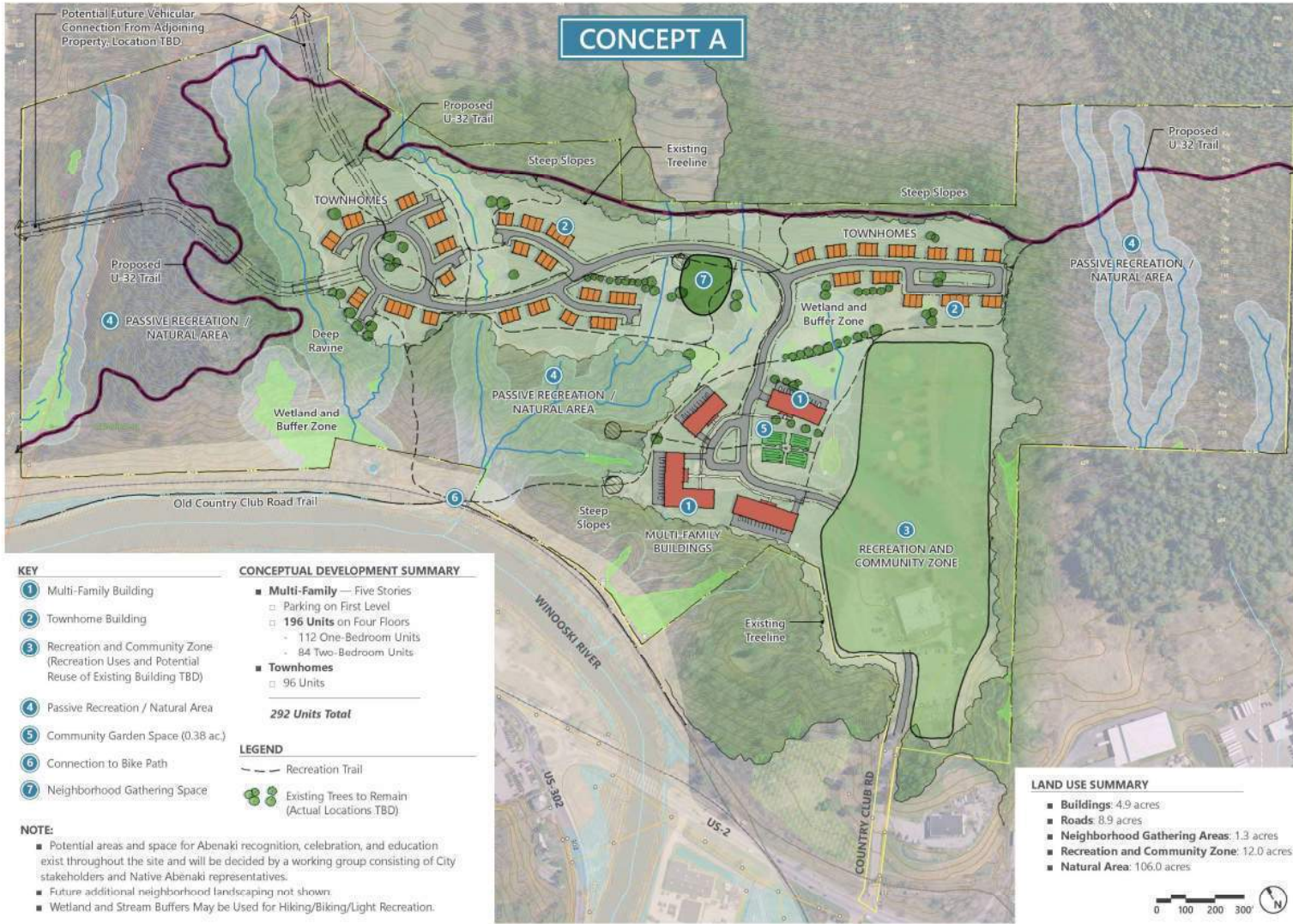


GOALS

- Address the high housing need by providing a mix of housing
- Address the need for indoor and outdoor recreational opportunities, including a facility
- Balance the above with:
 - Conservation / open space
 - Incorporate of spaces for Abenaki recognition, celebration, and education
 - Amenities for the new residential communities
 - Trails
 - Gathering spaces
 - Connection of wildlife corridors
 - Connection to surrounding parcels and City infrastructure
- Minimize impact on climate
- Minimize impact to taxpayers

CONCEPT ALTERNATIVES

A, B & C



- KEY**
- 1 Multi-Family Building
 - 2 Townhome Building
 - 3 Recreation and Community Zone
(Recreation Uses and Potential Reuse of Existing Building TBD)
 - 4 Passive Recreation / Natural Area
 - 5 Community Garden Space (0.38 ac.)
 - 6 Connection to Bike Path
 - 7 Neighborhood Gathering Space

- CONCEPTUAL DEVELOPMENT SUMMARY**
- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
 - **Townhomes**
 - 96 Units
- 292 Units Total**

- LEGEND**
- - - Recreation Trail
 - Existing Trees to Remain (Actual Locations TBD)

NOTE:

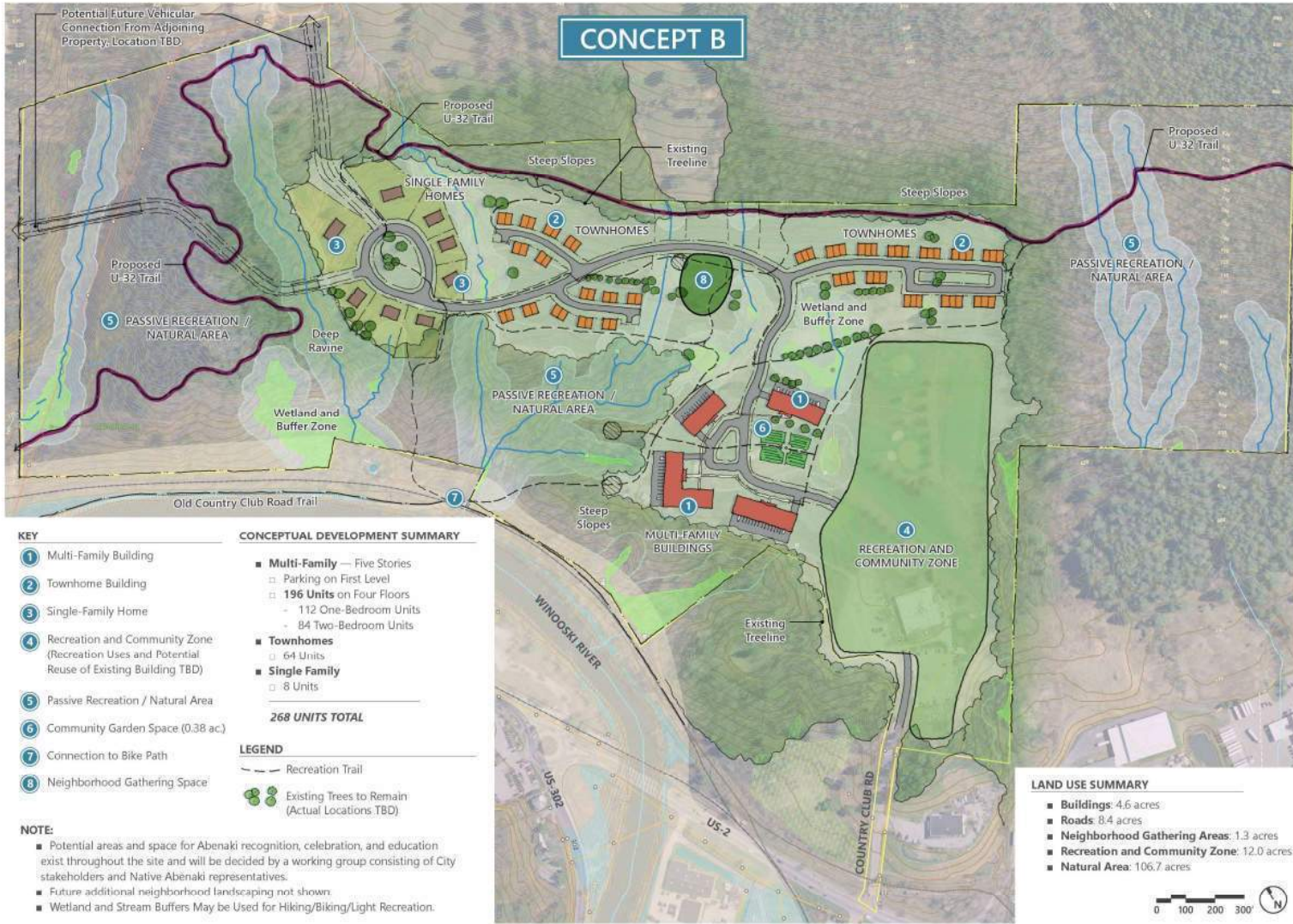
- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

- LAND USE SUMMARY**
- Buildings: 4.9 acres
 - Roads: 8.9 acres
 - Neighborhood Gathering Areas: 1.3 acres
 - Recreation and Community Zone: 12.0 acres
 - Natural Area: 106.0 acres



Country Club Road Site Master Plan — Concept A
 Concept Plans — April 2023





KEY

- 1 Multi-Family Building
- 2 Townhome Building
- 3 Single-Family Home
- 4 Recreation and Community Zone
(Recreation Uses and Potential Reuse of Existing Building TBD)
- 5 Passive Recreation / Natural Area
- 6 Community Garden Space (0.38 ac)
- 7 Connection to Bike Path
- 8 Neighborhood Gathering Space

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
 - **Townhomes**
 - 64 Units
 - **Single Family**
 - 8 Units
- 268 UNITS TOTAL**

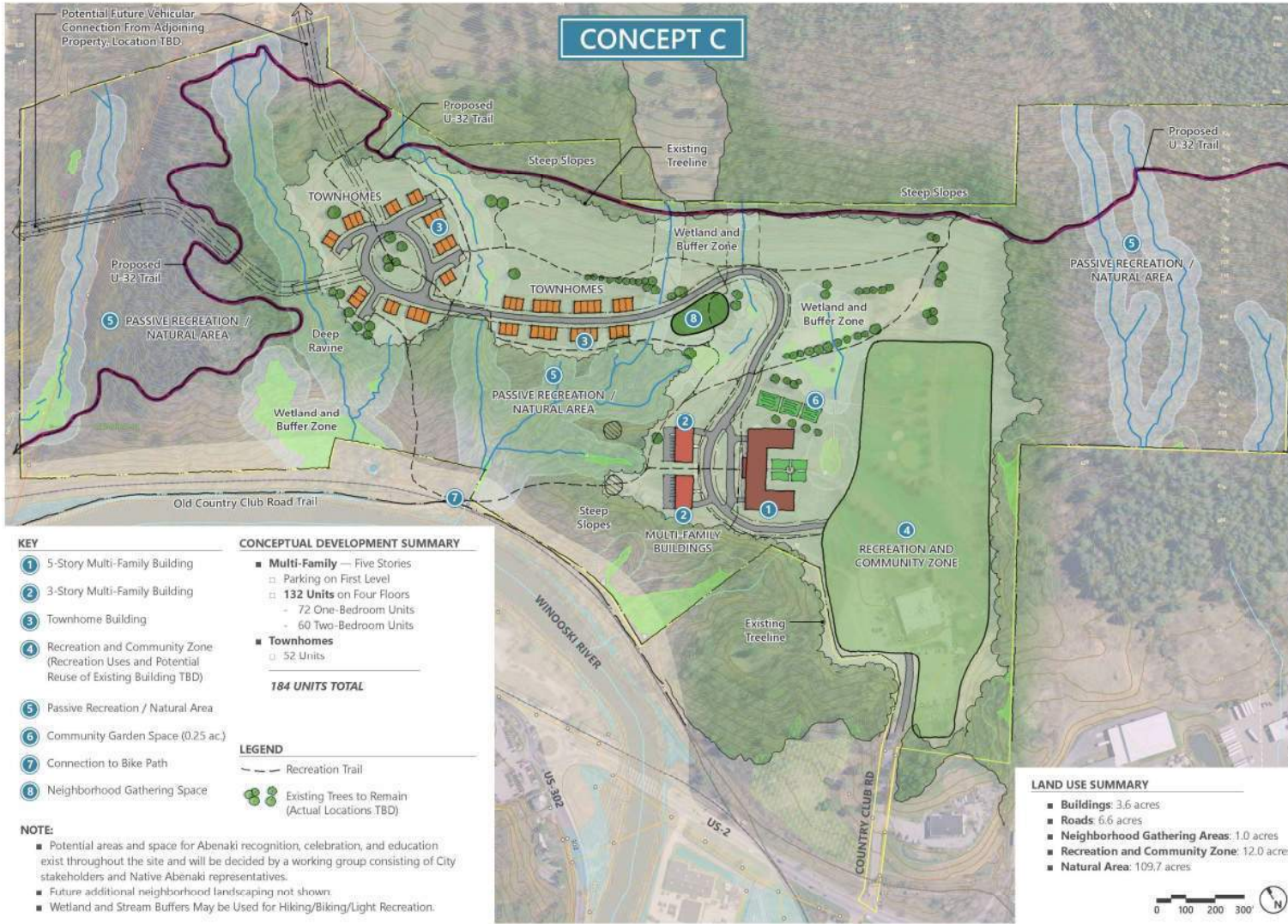
LEGEND

- - - Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)

LAND USE SUMMARY

- Buildings: 4.6 acres
- Roads: 8.4 acres
- Neighborhood Gathering Areas: 1.3 acres
- Recreation and Community Zone: 12.0 acres
- Natural Area: 106.7 acres





- KEY**
- 1 5-Story Multi-Family Building
 - 2 3-Story Multi-Family Building
 - 3 Townhome Building
 - 4 Recreation and Community Zone (Recreation Uses and Potential Reuse of Existing Building TBD)
 - 5 Passive Recreation / Natural Area
 - 6 Community Garden Space (0.25 ac.)
 - 7 Connection to Bike Path
 - 8 Neighborhood Gathering Space

CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **132 Units** on Four Floors
 - 72 One-Bedroom Units
 - 60 Two-Bedroom Units
- **Townhomes**
 - 52 Units

184 UNITS TOTAL

LEGEND

- - - Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

LAND USE SUMMARY

- Buildings: 3.6 acres
- Roads: 6.6 acres
- Neighborhood Gathering Areas: 1.0 acres
- Recreation and Community Zone: 12.0 acres
- Natural Area: 109.7 acres



CITY'S INFRASTRUCTURE COST

*ORDER OF MAGNITUDE ESTIMATES ONLY AT THIS TIME

(IN 2023 \$)	A	B	C
ON-SITE INFRASTRUCTURE COSTS	\$13.8 M	\$13.8 M	\$10.3 M
OFF-SITE COSTS	\$1.5 M	\$1.5 M	\$1.5 M
SUNK COSTS	\$3.5 M	\$3.5 M	\$3.5 M
TOTAL	\$18.8 M	\$18.8 M	\$15.3 M
TOTAL UNITS	292	268	184

COST TAKEAWAYS

Concepts A & B - comparable gross cost to City

Concept C - 20% less costly overall, but also fewest housing units

Gross cost / unit:

- A: \$47K / unit
- B: \$51K / unit
- C: \$56K / unit

Recreation and Community Zone piece unknown in this phase

FUNDING & FINANCING HYPOTHETICALS

SOURCES OF CAPITAL / DEBT SERVICE			
Rec Fund (Already contributed toward purchase)	\$1,000,000	\$1,000,000	\$1,000,000
Possible Grants	\$1,500,000	\$1,500,000	\$1,500,000
Municipal Bond Needed	\$16,300,000	\$16,300,000	\$12,800,000
TOTAL	\$18,800,000	\$18,800,000	\$15,300,000

Total 20-Year Cost or Surplus	A	B	C
If using Muni-Only TIF	-\$2.9 M	-\$5.7 M	-\$4.9 M
If using Muni-Only TIF + W/S fees	+\$2.6 M	-\$2.6 M	-\$2.0 M
If using State-designated TIF	+\$7.2 M	+\$2.0 M	+\$1.0 M

FINANCING POSSIBILITY TAKEAWAYS

- City will seek grants - many unknowns at this time.
- Using municipal-only TIF reduces the delta remaining to be funded significantly.
- Using municipal-only TIF plus water/sewer user fees covers all of the cost of Concept A housing infrastructure and most of the cost of Concepts B & C.
- Using State TIF program should cover entire cost of infrastructure for housing development.
- Any surplus of tax revenue in some of the financing scenarios could help fund the recreation investment if there is sufficient nexus between the investment into the Recreation & Community Zone infrastructure and the private development.

FINANCING POSSIBILITY TAKEAWAYS (CONT'D)

- Much more due diligence needed to get clearer on design, engineering, and permitting implications.
 - Could increase costs and could increase possible funding sources.
- More will evolve as partnerships with developer emerges and recreational programming developed.

FINANCING POSSIBILITY TAKEAWAYS (CONT'D)

- City will need to continue to look at costs and funding streams.
- Ultimately, City voters will have a vote on any bonding costs - but not in Phase 1!
 - Spring 2023 is not a vote on spending.



COMPLETION OF PHASE 1:

Focus on what the vision should be for uses on site
so due diligence can continue in Phase 2!

SURVEY SAYS?

CONCEPT A

CONSULTANT TEAM SAYS?

CONCEPT A

ACTONABLE MASTER PLAN

Rec & Comm
Zone Process

Re-Zoning

Growth Center

Abenaki
Working Group

TIF District

Transit

Permitting Due
Diligence

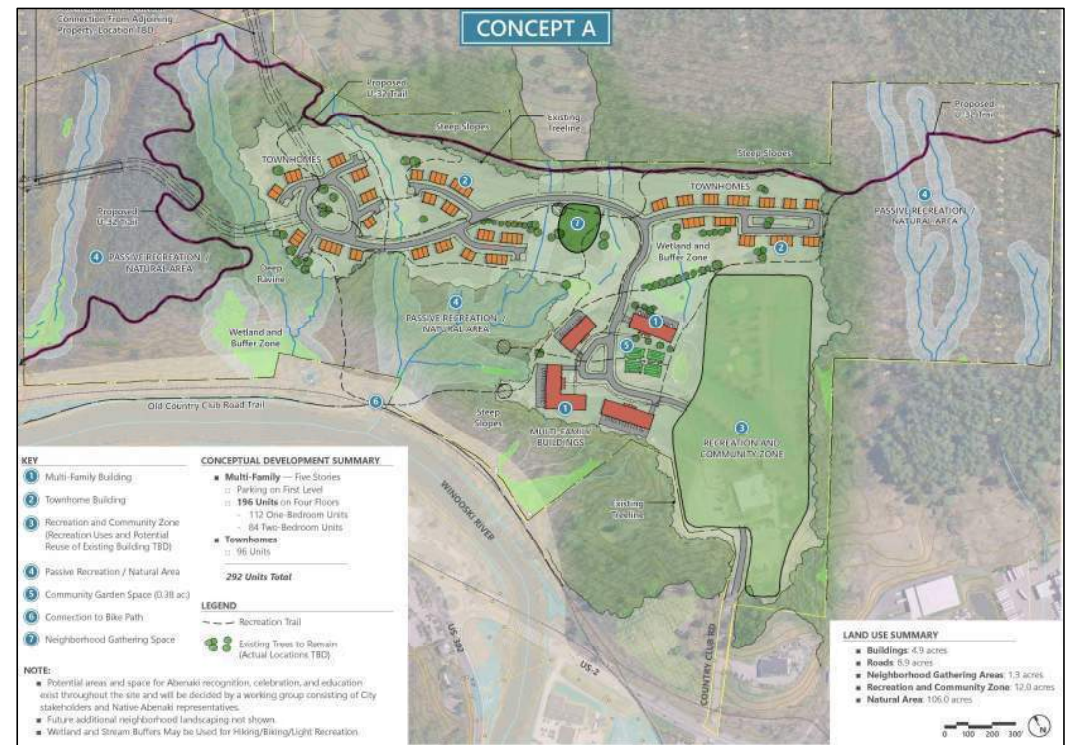
Further Design
Due Diligence

Subdivision
Plans

RECAP

GOALS

- Address high housing need
- Address indoor and outdoor, including building
- Also:
 - Conservation / open space
 - Abenaki spaces
 - Residential amenities
 - Trails
 - Gathering spaces
 - Wildlife corridors
 - Connections
- Minimize climate impact
- Minimize taxpayer impact



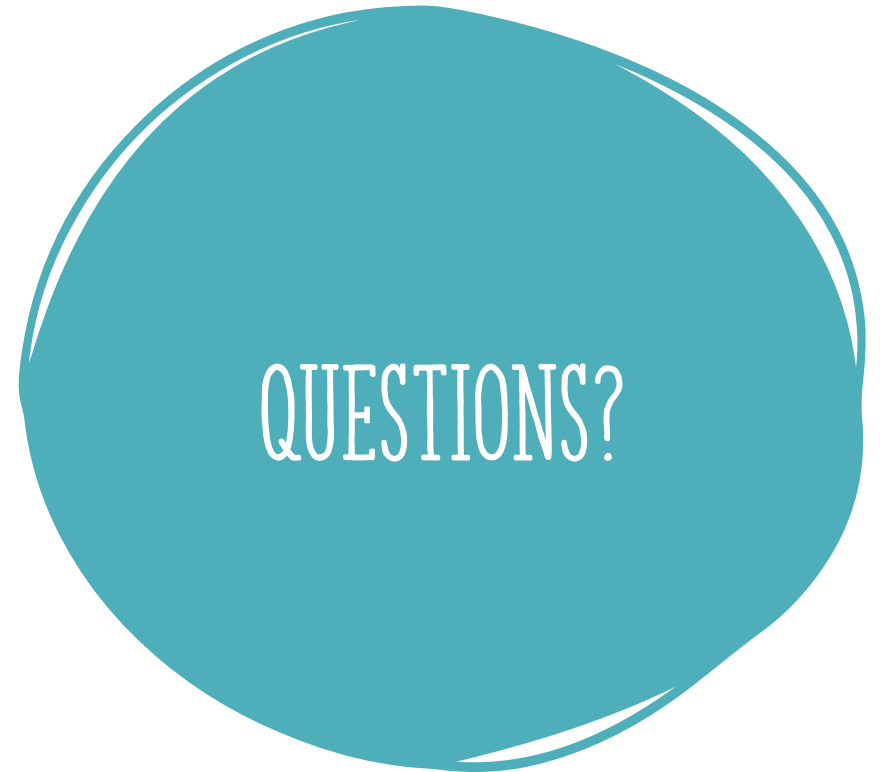
TONIGHT'S ASK OF COUNCIL



Does the Council endorse the goals outlined above?



Which concept plan should be incorporated into the Actionable Master Plan as the vision to guide next steps?





Appendix E

City Council Update Memos



MEMORANDUM

To: Montpelier City Council
Bill Fraser

From: Stephanie Clarke

Date: January 13, 2023

Re: Montpelier Country Club Road Site
Winter Phase Update

We are looking forward to meeting with you next week to launch our public winter phase of the Country Club Road Site Master Planning effort. The purpose of our meeting with the Council is to:

- Update you on the process
- Report back on the findings of the community conversations held this fall
- Report out on the site due diligence
- Bring some clarity to the housing issues specific to Montpelier
- Preview the site test sketches for the opportunities and constraints discussions happening in the public process about to unfold

For the purposes of clarity and time on the agenda, we do not intend to get into the uses or design of the site at this meeting. Rather, the community conversation meetings beginning January 28 and the survey to be opened on January 31 will be the opportunity for everyone (City Councilors and the public) to get into depth on the opportunities, constraints, priorities, and densities of the site's potential.

With this winter phase, the planning team is looking for direction, not a decision, from the public and Council. Because this is being done as an iterative planning process, we cannot script how the public input will shape the next steps and ultimate design of the site. Our objective is to move into the next phase with a better sense of the community's vision and an understanding of the (possibly conflicting!) priorities that will need to be decided in the spring phase.

Process

You might recall the following that was shared as the guiding flow as part of the fall launch:



We are on track here in Winter 2023, presenting the due diligence and opportunities and constraints and digging into this assessment through outreach and a series of public meetings. Thanks to many substantive conversations and suggestions from members of the public and City committees, we have created an outreach and education plan that attempts to reach all stakeholders in this process. What we discovered from the feedback is that:

- Many people do not have time to attend public meetings.
- We need to make sure there is a way to get informed and provide input quickly and easily.
- Not everyone has access to a computer.
- Not everyone tunes into social media, The Bridge, or Front Porch Forum.
- Not everyone who has a stakehold in this site is a resident of Montpelier. This property is a regional asset and many who are invested it its future have long wanted to become Montpelier residents.

To meet people where they are, we are providing information and soliciting feedback in the following ways:

- An informational poster will be posted at City Hall, City Place, the library, downtown retailers, and Montpelier Senior Activity Center.
- Handouts will be distributed by volunteers at the Farmers Markets in January – notifying people of the opportunities to engage and how to get more information.

- Handouts will be distributed with Meals on Wheels deliveries, and paper copies of the survey will be available on request.
- A 5-minute video will be available on the website and the City’s YouTube channel starting 1/19 describing the property, the opportunities, and the questions for the public.
- A Polco survey will be linked from the website and a QR code to get to the survey will be included on all print materials.
- Josh Jerome to be featured on Vermont Viewpoint with Pat McDonald (WDEV) at 9:00am on January 24.
- Updates are going out in the Recreation and Montpelier Alive newsletters, as well as the school district updates.
- Regular updates will continue through the project-specific newsletter (sign-up is through the Montpelier website), Facebook, Front Porch Forum, and the Bridge
- The January Bridge article by City Manager William Fraser will focus on this project and lead into the proceeding public engagement meetings.

Following this stage, there will be a round of concept plans and another series of public meetings that will require community input. These plans will be accompanied by order of magnitude cost ranges for City investment. Following that stage, the City Council will then make the decision for the selected layout as the Phase 1 Master Plan. We, as the consultants with support from the City staff, will make recommendations regarding that layout based on what has been voiced by the community and informed by our land use expertise. Ultimately, it is a City Council decision, so we want to be sure we are answering any questions and providing you any required information along the way to set you up for that successful decision-making process.

Please keep in mind, the deliverable of Phase 1 is an Actionable Master Plan. That means that by late spring / early summer, the City will have a plan with the selected layout, inventory of site features and due diligence, a captured account of this phase’s public discourse, and a list of recommendations and next steps for the next phase. It is important to note that what is discovered or what evolves in Phase II may require alterations to some components of the Actionable Master Plan, which is normal for this type of project at this scale.

Community Conversation Findings

In the attached memo re: “Montpelier Country Club Road Site – Fall 2022 Public Process Summary,” you will find our recap of the community conversations held over the course of the fall. This summarizes the most significant takeaways about uses and the priorities for planning of this site. Attached to that document is the “Community Feedback Raw

Data.” This is a list of all the feedback received from the various forums and sources.¹ We urge you to read through these comments to understand the various perspectives that were shared with us in this important discourse. We are also including the recap of the “Community Feedback Consolidation, March 2022 up to September 2022” document previously provided as further data from the spring outreach.

Not surprisingly, housing and recreation were the top priorities heard from the community. Housing was of most importance – not only as a solution to the crisis that is being felt nationally, statewide, and locally, but as the right fit for this particular property given the size of the parcel and the ability to accommodate other uses alongside. Particularly, it is notable that the majority of Montpelier designated downtown is within the floodplain, limiting the available buildable areas for housing.

Notably, many were looking forward most to the Winter 2023 stage when there will be site findings and more constructive ideas to which to respond. We have taken the feedback heard in the fall into consideration as we developed the test sketches (discussed below) and will be integrating more into the plans as they develop over the next few months.

Site Due Diligence

Attached to this memo, you will find the “Natural Resource Assessment Memorandum & Attachments.” This was prepared by VHB after months of comprehensive review, fieldwork, and analysis. The Natural Resources Map serves as the base for the site concept planning forthcoming (discussed more below), as it clearly shows some of the potential opportunities and constraints. Most notably, there are several streams, wetlands, and primary agricultural soils on the property, which each have required buffers and/or restrictions associated as they relate to development. These baseline conditions have been taken into consideration in this opportunities and constraints assessment and some general assumptions have been made in the test sketch layouts about possible impacts. The implications for permit feasibility will be assessed at a high level within the next phase, once there is more direction about the impact of the desired build-out. Please note that the recommendations from Phase I will include further due diligence and regulatory steps before any development decisions can be made.

Two other pieces of due diligence include the “Preliminary Traffic Assessment” prepared by VHB and the “Archaeological Resources Assessment” prepared by Crown Consulting

¹ Please note that this does not include comments that were repeated multiple times, of which there were many. The weight of some of the feedback is not represented in the raw data, but is captured in the summary memo.

Archaeology. The Traffic Assessment provides some baseline data and suggests that there is adequate capacity at the US 2 intersection with Country Club Road, but that with significant development a signal would be warranted. It further discusses the well-known issue of limited access and poor accessibility. Traffic and access will need to be studied carefully in the next phase once there is a desired development plan to assess. The archaeological assessment identified six archaeologically sensitive areas in the undisturbed wooded section to the west of the golf course, and along the southern margins of the golf course. As a result of their marginal locations, it may be possible to avoid these areas. If these areas cannot be avoided with the desired development plan, then a Phase I site identification survey of those that will be disturbed will be recommended in the Phase 2 part of this Master Planning and development process.

Also attached to this memo, you will find the “Elks Club Existing Facilities Report” prepared by Black River Design. The intent of this assessment was to ascertain the condition of the existing building to gauge reusability for future community center or recreation needs. The findings of this memo show that the building is in relatively good shape and could be reused, with some limitations. For example, the low ratio of exterior wall surface area to floor area would limit the suitability for residential conversion. and the existing ceiling heights limit some recreational uses. The latter of these may lead the team to recommend demolition of sections of this building or construction of a new facilit(ies) for those particular purposes. This assessment will be taken into consideration after more direction is given by the community and City Council in these next stages.

Housing Needs

It is a common understanding among the public and this team that the creation of housing at affordable and livable price points is of major concern and importance in Montpelier. But the question continues to arise: what *kind* of housing does Montpelier need? Multi-family? Townhouses? Duplexes? Single-family? Answering this question at this time is largely dependent on Census data that has proven to be unreliable at times for its lack of granularity and anecdotal accounts of residents and those looking to become residents.

This is significant because the City Council will ultimately be making the decision about the desired housing product on the site for the Phase I Master Plan and eventually will likely need to structure a RFP (Request for Proposals) for a developer to build something of a particular type.

An important tension to consider is that the housing needs in this community are ever-evolving, and it is possible that what may be decided in 2023 is not what Montpelier needs by the time a developer can begin building. This fact alone may influence how the

Council wants to illustrate any housing elements on the plan itself. Regardless of what is shown on the Phase I Master Plan, new tranches of Census data from 2020 will be released in the spring of 2023 which will provide greater clarity on some important housing metrics. It will be this team's recommendation that a more in-depth housing needs assessment be conducted as part of Phase 2 to get a timely pulse on the gaps that exist in this community.

Until then, the City has worked closely with the Regional Planning Commission to provide a snapshot of the community and housing metrics which will be shared at the meeting on Wednesday. Like many communities around the state, Montpelier is an aging community with has increased the disproportionate amount of appropriately sized dwelling units to households. It is also estimated that over 35% of renters are paying more than 30% of their income, the state threshold used to determine housing affordability. Home ownership in Montpelier this past year saw some milestones too. Real estate transactions through November 2022 show an average sale price of \$374,000 for a single-family residence and there was a 105% increase (41) of transactions over \$400,000 from the previous high in 2020.

Test Sketch Layouts

What we heard from the public is the need to see the site's features and limitations and respond to ideas for where and how the site could be developed and used. The two priority uses – housing and indoor/outdoor recreation – are the most land-intensive, so we decided to test the site for how the buildable areas could support these uses. Feedback from the community on these two uses ranged in terms of scale and intensity, so we have depicted three configurations on a spectrum of that intensity.

The feedback was to provide housing of different product types.² The design team used standard housing product models of various configurations to depict these possibilities. The feedback was also to provide general indoor and outdoor recreation. To get a sense of possible programming and scale, the Recreation Department provided the parameters of a maximized recreational layout for this site.

Using the above, the team developed test sketches for the site to give a sense of the range and to start putting quantities and massing on the site. These are visual tools to advance the conversation and should not be interpreted as final concepts. These are to help gain more feedback from the community about the direction of the layout, not decisions. The

² Please note: Not all product types or mix of products will be financially feasible for a developer. The market may dictate the ultimate construction when the City issues an RFP. But in this high-level Master Plan, the City can identify the desired range of type and density of housing types. That direction is what this exercise aims to obtain from the public at this stage.

first two tests – A & B – show the extremes: maximizing housing (almost no recreation) and maximizing recreation (no housing). Test C shows somewhere mid-spectrum – a balance of housing and recreation that the community can weigh in on to see the trade-offs. How does adding a field affect the total number of units on the site? How does adding 138 townhomes affect the views from the future U32 trail?

These sketches are not exhaustive! What these sketches do not show are many of the other elements that are of importance to some community members. We know that maintaining wildlife corridors held a high priority for many; we know that transportation connections and possible roadway connections are critical. These sketches are not plans; these are a stage of planning that will lead us to making recommendations for layouts in the next stage.

At our meeting on January 18, we are not looking for feedback on these sketches themselves. We will present these to you and the public that night and can answer any format questions. We are hoping you may have suggestions about how to use these most constructively in the public dialogue. Any feedback on the layouts, uses, and scale specifically will be very welcome within the many channels for input (join us at one of the meetings, participate in the survey, drop Josh a note, etc. as described above!).

Public Engagement

With these sketches, we hope to educate the community on the various elements, opportunities, and constraints of the property, while taking into account the voiced needs of all stakeholders. The public meetings will be a chance for the community to prioritize the types of housing and types of recreation within the buildable areas. We hope to foster small group conversations within these spaces to help home in on how to address the many (sometimes competing!) priority needs of Montpelier. The survey will ask for similar prioritization and will hopefully garner involvement from those who may not want to or be able to participate in-person.

Next Steps

Following this stage of site evaluation and community conversations, we will be returning to Council (currently planned for March 8) to recap what we discover. At that meeting, we expect to ask questions of Council that will inform the direction for the next round of plans. Those plans will attempt to incorporate as many of the other elements and needs the community has voiced as possible. Those plans will also have associated order-of-magnitude cost estimates to illustrate the possible differences and implications between choices.

We look forward to meeting with you next week, seeing you at the various meetings and in community outreach efforts, and again next month as we navigate this stage of the process.



MEMORANDUM

To: Montpelier City Council
Bill Fraser

From: Stephanie Clarke

Date: March 17, 2023

Re: Montpelier Country Club Road Site
Winter Stage Close-Out & Spring Stage Launch

We are looking forward to meeting with you next week to continue the Phase 1 Country Club Road Site Master Planning effort. The purpose of our meeting with the Council is to:

- Update you on the process – where we’ve been and where we’re going for the remainder of the Phase 1 work
- Report back on the findings of the community conversations held this winter
- Outline the direction of the forthcoming concept plans for feedback
- Pose questions for the Council to consider

Process Review & Update

As you will recall, we spent the winter stage of this process educating the public on the site’s physical properties and natural resources, as well as gathering feedback and fostering conversations about test sketches showing layouts of housing and recreation on site. This outreach effort included extensive marketing to get out the word, three meetings with varying means of participation, meetings and feedback from City departments and committees, and two surveys.

We are now at the point of analyzing the findings from all the input and determining ways to illustrate the range of plan options most in demand from the community. We will also be working on estimating for order of magnitude costs associated with the City’s components associated with the various conceptual layouts. In this next spring stage, we will be bringing forward concept ideas that incorporate uses, layouts, and features

prioritized by the community. We will gather feedback on these concepts and relay the findings back to the City Council in late spring, along with recommendations from the consultant team. At that point, the Council will decide how the Master Concept Plan should be laid out. The team will deliver the final Phase 1 plan and the Actionable Master Plan document including findings from this process, recommendations about the land planning, and a list of next steps for Phase 2 of this work.

Summary of Winter Stage Feedback & Engagement

The winter stage engagement included three meetings with over 145 attendees, a survey of 88 high school students, and a community-wide survey with 613 respondents. This yielded over 12,000 data points.

The following are the demographics of the survey respondents.

What is your total annual household income?	
< \$25,000	5%
\$25,000-\$49,999	9%
\$50,000-\$74,999	13%
\$75,000-\$99,999	21%
\$100,000-\$249,999	38%
\$250,000 or more	4%
No answer	10%
In which category is your age?	
18-34	11%
35-44	24%
45-54	25%
55-64	14%
65+	26%
Do you rent or own your home?	
Rent	19%
Own	81%

For reference, the following are the census data demographics of Montpelier:

What is your total annual household income?	
< \$25,000	14%
\$25,000-\$49,999	19%
\$50,000-\$74,999	21%
\$75,000-\$99,999	14%
\$100,000-\$249,999	32%
In which category is your age?	
18-34	18%
35-44	13%
45-54	15%
55-64	11%
65+	24%
Do you rent or own your home?	
Rent	47%
Own	53%

Source: U.S. Census Bureau: American Community Survey 5-Year Estimates, 2017-2021

Note: There was a disproportionate response rate from homeowners vs. renters as compared with the demographics of Montpelier. This showed that our marketing strategy didn't reach enough renters. The spring stage will require more labor-intensive strategies, such as focus groups and/or distributing materials at individual buildings.

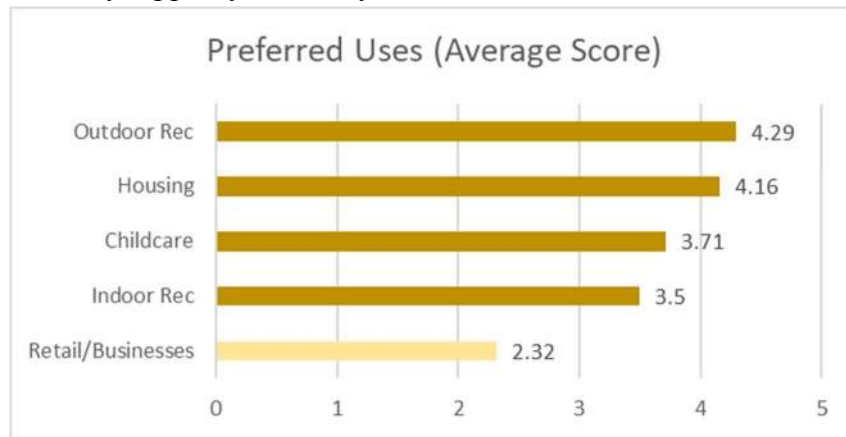
In our analysis, we also reviewed and considered the results of the “2018 Montpelier Community Survey Findings,” which was conducted by ETC Institute to assess the recreational needs and desires of Montpelier residents and whether those needs are best met by upgrading or building new facilities. This captured community feedback of over 500 respondents. While this data is now data and pre-pandemic, it provided important context and history for the trajectory of the recreational needs of Montpelier.

We have attached the summary of the qualitative feedback heard – ranging from what was heard most to some creative and innovative suggestions. The resounding consensus was for both housing and recreation in great density to be co-located here. The housing shortage is being felt by all demographics and this site is being viewed as an unparalleled opportunity to have great impact and create an unique neighborhood. Indoor and outdoor

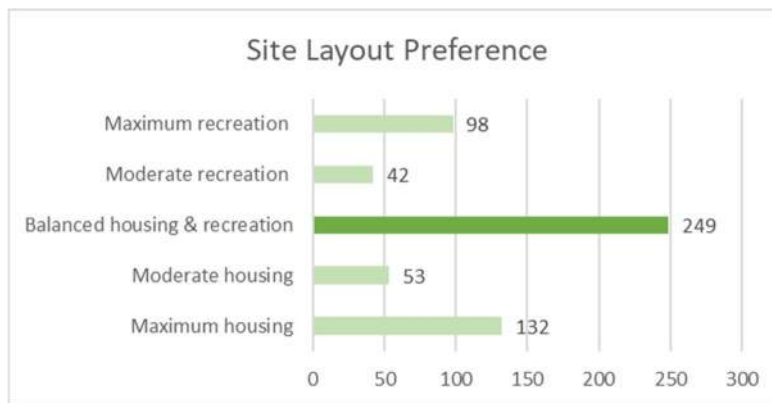
recreational spaces are largely perceived to be too scarce and this site provides the space, as well as the co-locational opportunity with dense housing, to serve the local and regional population of the area. Key feedback was heard about integration – making sure that the housing product provided a range of price points integrated throughout the site, as well as recreation access embedded throughout.

Based on the survey, outdoor recreation and housing top priorities for the site, with a preference for a balance between housing and recreation.

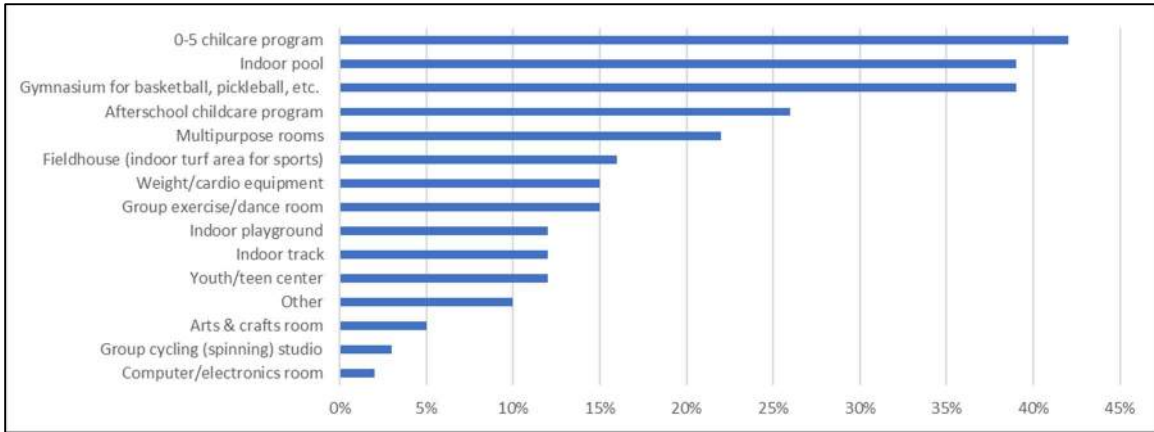
“The following uses have been contemplated for the Country Club Road Site. Please identify your level of support for each of the uses:”



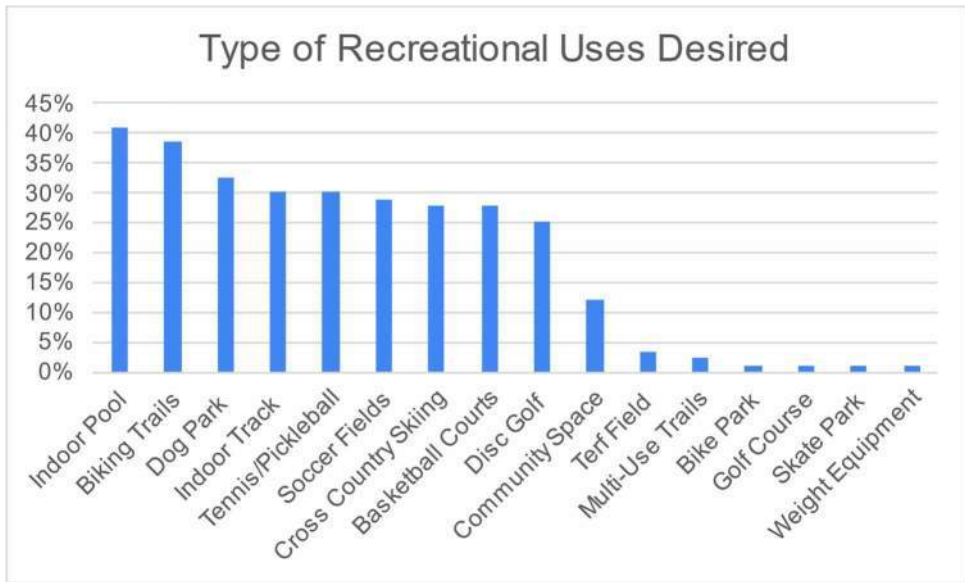
“Knowing the site feature limitations and the community's identified needs, how would you lay out the site?”



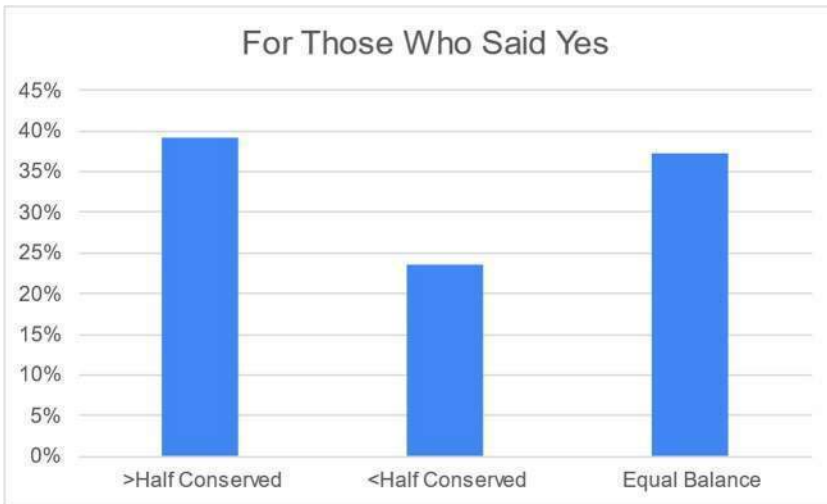
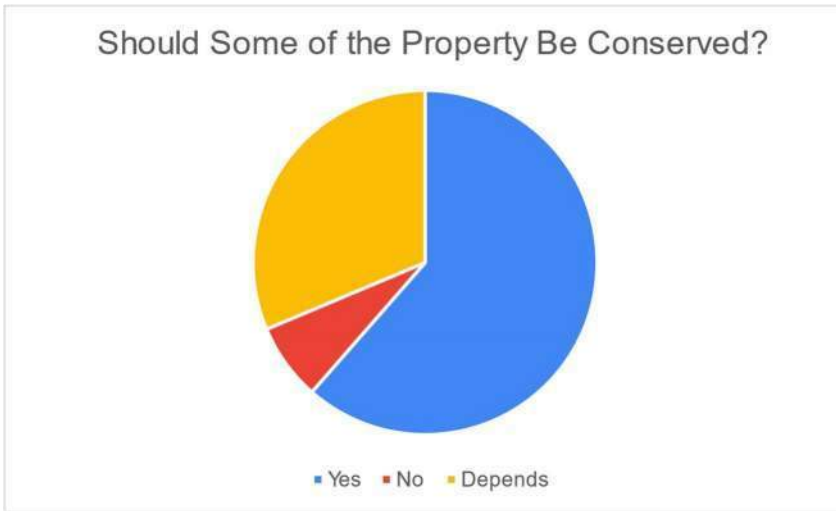
When asked about “*which features do you and members of your household feel are most needed in a new rec center,*” respondents prioritized childcare, indoor pool, and gym.



In a similar question posed to the high school students, there is some commonality and some difference from the broader community input.



Two additional data points from the students surveyed show that there is significant interest in conserving up to half of the property.

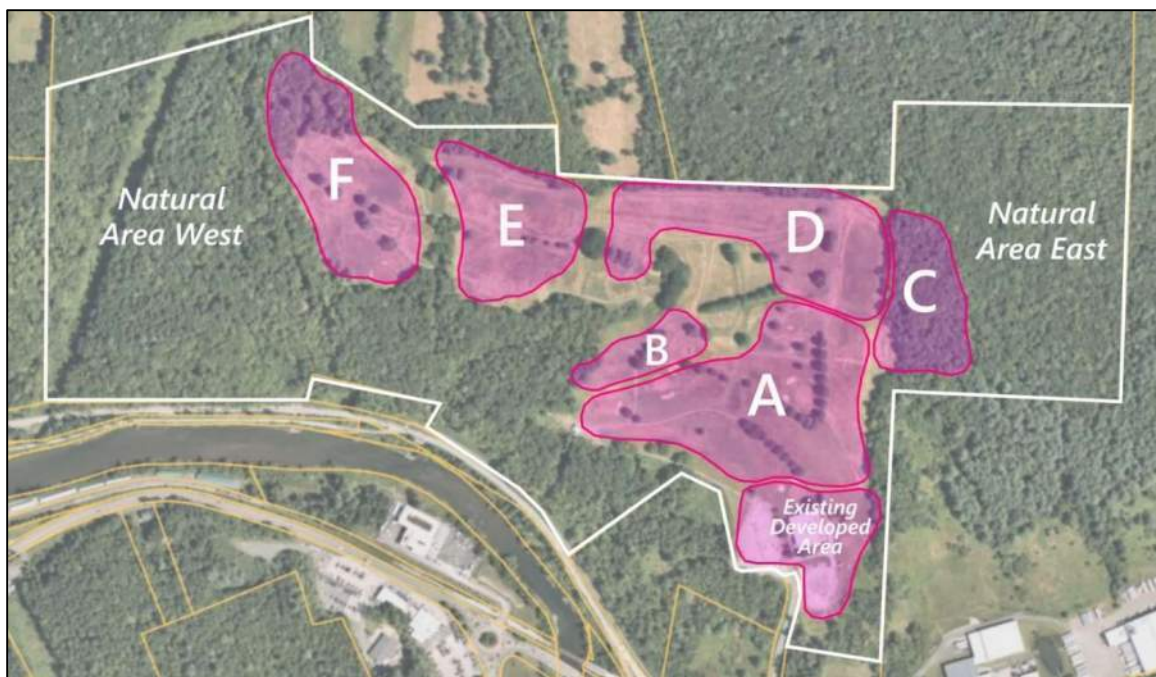


When asked about building height for the housing product, the community survey responses varied. There was some consensus for a three-story maximum height, but a similarly significant number favoring more.

Perhaps one of the most significant questions during this process was about how the site is laid out by buildable area. The following data is comprised of feedback in both the survey and from the exercises done in the three meetings. The table below shows percent preferred use by area, and the red numbers show the strongest preferences.

Buildable Areas	A	B	C	D	E	F	East	West
Multi-Family	29%	32%	25%	29%	27%	23%	2%	2%
Single-Family Home	5%	7%	8%	9%	12%	12%	0%	0%
Community/Rec Center	21%	10%	8%	6%	6%	6%	0%	0%
Trails	9%	13%	17%	17%	16%	17%	37%	41%
Outdoor Rec	21%	21%	20%	20%	19%	20%	11%	10%
Solar Arrays	6%	6%	5%	9%	9%	6%	0%	0%
Conserved Land	5%	7%	11%	6%	7%	11%	45%	40%
Dedicated Abenaki Space	4%	4%	5%	3%	4%	5%	3%	7%
Community Garden	0%	1%	0%	0%	0%	0%	2%	0%

The location of the identified buildable areas is shown in the map below.



Analysis and Next Steps

The findings above paint a clearer picture than we had in the fall. They also highlight the areas where additional work is needed to create a developable plan. In developing a concept and options to bring back to the public and the Council, we have to make some decisions about what is included, what is not going to be accommodated, and what will come in later phases of this planning process. One takeaway from this winter stage is that there is a good amount of consensus about particular areas of the site and the possible uses here. This is a testament to the strength of the process and the engagement level of the community.

What we know...

The resounding agreement is to plan for both housing and recreation on this site in a balanced way.

The community would like to see a mix of housing product to help address the demand at many price points. Furthermore, the product should not isolate any particular demographic as much as is constructable and feasible. Multi-family housing, for example, has emerged as a need and desire of residents looking to downsize, with mobility issues, or who are looking to have a smaller environmental footprint. These units do not need to be intended for one income level, and with mixed income level, can provide a diversity of residents that creates a rich community. Similarly, single family homes, built at a certain scale with City infrastructure support, can serve folks at many income levels, not just people or families above a certain income level.

While the preference for maximum building height ranged mostly from three to five stories, ultimately this is a decision that will depend largely on the proposed design by a developer and how it is incorporated into the site. Increased height allowance can provide more flexibility with sustainable building design, improve financial modeling to increase affordability, and allow for more utilization of green space.

Trails, conservation of natural areas, and open space areas must be included in the site design, and it is fairly clear where many of those elements are best accommodated.

It is also clear where additional research and due diligence will be needed once a concept plan has been decided. With more areas of impact identified, the next steps in Phase 2 will identify conversations with appropriate regulatory bodies.

The recreational demands of the community also appear to exceed supply of existing facilities. Various outdoor and indoor recreation needs for all ages and many interests are not being served by the current venues and fields.

What we don't know and won't know in this phase...

What the process has shown thus far is an existing gap in the City's ability to serve the recreational demands of the community. There are open questions that will require a structured plan and future process. What should happen to the existing building? What will the location be for a new combined facility for recreation and other community services? How many fields are needed? What is the usage currently between recreation

and schools? Should the existing building be repurposed, or could there be a more efficient and sustainable solution with a new layout, or new facility?

These are some of the questions we discovered that need to be answered by a more specialized effort, possibly a working group comprised of stakeholders. More data is needed to support such a significant City investment, and that is an important Phase 2 step.

For housing, there is clear direction from the public and quantitative data that supports the development of housing units (especially multi-family). As described more below, we will be seeking input from the public and council on the different product types and layouts in the buildable areas this spring. But following this direction setting, the City will need to take the next step to engage with developers to understand the feasibility of the housing development and the extent of the infrastructure needed. The Council and public will have another opportunity for input when considering proposals and will be able to assess the proposed return on the City's investment.

There were several innovative ideas raised and there are many creative financing structures or partnerships that could improve affordability or sustainability. This phase of the master planning process identifies these opportunities, and they will be considered in more depth in future phases. Some of the suggestions, geothermal technology for example, will need to be determined in partnership with a private developer. Others, such as providing childcare will need to be part of the bigger process of planning a facility at this location and operational efforts with the City and any other partners.

Proposed Concept Planning

What we propose to bring back to the public and Council in mid-April will show a base concept plan that incorporates the known elements. For some of the buildable areas, there will be a few options for uses and layouts for the public and Council to consider.

The known uses and/or elements are as follows:

- A combination of indoor and outdoor recreation to anchor the site within a large portion of Buildable Area A.
- The remaining part of Buildable Area A and all of Buildable Area B will include multi-family housing.
- The east and west natural areas will be a combination of conserved land and trails.
- Trails will be incorporated throughout the site, as well as buffers for natural resources and opportunities for open space.

- A note about solar arrays: dedicated solar fields did not rank high as a priority for land use on this site. That said, energy efficiency and sustainable solutions were among the most heard feedback. It is beyond the scope of this phase to suggest how those technologies will be accommodated, but it would be our recommendation that any building – housing or recreation – be affirmatively tasked with considering how to use renewable energy (possibly rooftop solar arrays, among others) within the construction.
- Dedicated Abenaki space and community gardens will be incorporated as well, but the locations are to be determined (as shown below). & Community Garden

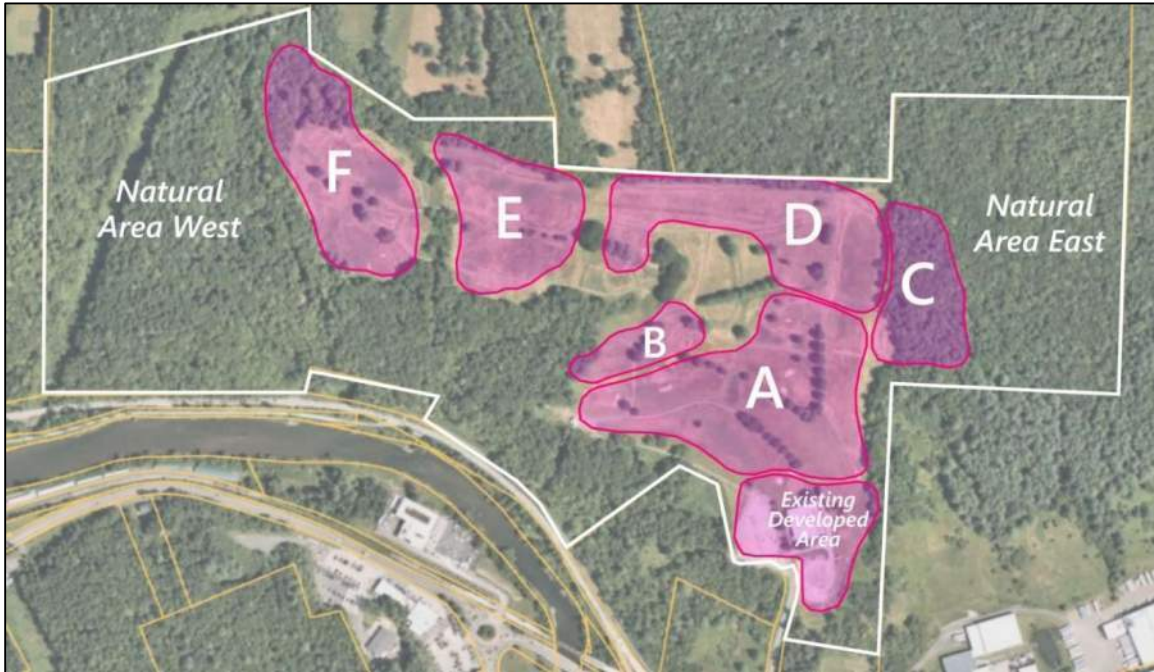
For the remaining Buildable Areas, there are other options that we will illustrate with a graphic following next week’s meeting.

The following table shows the options that the conceptual alternative graphics will depict. In green, we have highlighted the above Buildable Areas and known uses. Those are what we expect to be part of the base concept plan.

The uses identified in orange show the different options that could be accommodated in each Buildable Area. We will be showing an example of this at Wednesday’s meeting – how each area could accommodate one or more of these uses. We hope this will show the community and the Council the various ways these areas could be used and get direction from there. For example, Buildable Area C could be (1) multi-family housing or (2) a combination of trails and outdoor recreation. Or Buildable Area F could be (1) multi-family housing, (2) single-family housing, or (3) a combination of trails, outdoor recreation, dedicated Abenaki space, and community garden.

Buildable Areas	Existing Dev Area	A	B	C	D	E	F	East	West
Multi-Family									
Single-Family Home									
Community/Rec Center									
Trails									
Outdoor Rec									
Solar Arrays									
Conserved Land									
Dedicated Abenaki Space									
Community Garden									

*A note about Buildable Areas A & B: The community rec center and outdoor rec uses are likely to be depicted as a “Recreational Zone” without suggested site planning or programming in this Phase. As discussed above, the design of that area requires an additional process that will come in Phase 2.



At the meeting next week, we are seeking the Council’s feedback on this direction before proceeding to the drawing of these conceptual alternatives.

We look forward to meeting with you next week to present the above and add some additional qualitative context, and to hear feedback on the direction for the completion of this Master Planning Phase 1 process.

Heard most often....

- Multi-family, smaller units with accessibility are of most important
- Integrated housing product with mix of price points
- Integrated recreation and housing

HOUSING

- Highest density here to make significant dent in housing gap *and* spread out cost of infrastructure over many units
- Social, racial, and economic justice IS climate justice – housing is fundamental and part of the climate change solution.
- No or minimal single-family units
- Smaller units and smaller single-family footprints – high demand for single residents, smaller families, and downsizers
- Must require energy efficiency, renewables, etc.
- Clustered housing around community uses and spaces (including comm gardens, if environmentally feasible)
- Consider accessory agricultural uses to address food insecurity
- Consider co-housing, senior and assisted living, housing for workers/staff to regional businesses, Americorps volunteers specifically

RECREATION

- Importance of indoor field space for kids and adults
- Retain trails as much as possible throughout / in & around housing
- Local and regional importance of cross-country ski trails, indoor tennis courts
- Recreation fields and center should not be here, but closer to center of town
- Co-locating recreation and community center here would anchor site and add a lot of appeal for the housing units

SITE PLANNING

- Show connections to the downtown
- Address transportation and transit solutions appropriately scaled to proposed housing density
- Consideration for next phase: study noise from highway impact to any buildings on ridge
- Consider emergency services and adjacent road upgrades in build-out and scale
- Provide for best practices along property lines for abutting properties
- Planting specifications for any development should prohibit invasive species
- Commercial uses should only be accessories to housing and/or recreation – small scale



MEMORANDUM

To: Montpelier City Council
Bill Fraser

From: Stephanie Clarke

Date: May 19, 2023

Re: Montpelier Country Club Road Site
Spring Stage Completion and Final Steps

This memo is to prepare for our meeting on May 24 to discuss the spring stage and the final steps of Phase 1 of the Country Club Road Site Master Planning effort.

Process Review & Update

As you will recall from our meeting in April, we launched the spring stage of education and community conversations to get feedback on three concept plans and the goals for this property. Please see the attached “Montpelier Country Club Road Site Spring 2023 Communications & Outreach Outline” for a record of the City’s communication and marketing efforts in this stage.

Through the public meetings and direct outreach to City staff, we heard from a wide range of community members and fielded a multitude of thoughtful and thought-provoking questions. These have been summarized in the attached “Country Club Road Site Community Feedback and Questions Summary, Spring Stage 2023” and some of the most asked questions (including some from Council) were responded to in a Frequently Asked Questions (FAQ) document posted to the website and attached here. These questions and recommendations through this spring process have helped inform some of the Actionable Master Plan content and identified additional areas for research.

Amongst the questions and feedback were some critiques and dissenting opinions about the process and the vision. The team provided context and more information wherever appropriate and possible. We acknowledge that no public process will ever result in unanimous agreement by its inherent nature.

One concern voiced was about the Polco platform used for the survey and the requirement to register for an account before taking the survey. Requiring respondents to create a Polco account allowed the City to know that the recommendations are data-driven. During the fall and winter stages, we heard from multiple community members who were concerned about the validity of the survey if guests could take it multiple times. Responding to this concern, the City team wanted to ensure the survey results were as statistically valid as possible. The City team chose not to require a Polco account to take the previous survey during the initial visioning stage because the goal during that time was idea generation, not a direct question to guide the recommendation. When the survey opened on May 1st, 2023, it was automatically emailed to Montpelier's 455 Polco existing subscribers.

Ultimately, while there was a lower response rate and participation rate than the winter phase, it is universally acknowledged that public engagement wanes during spring and summer. These seasons (especially in Vermont) are challenging times to get commitment from the public when the season is inherently full of other opportunities and functions. The participation of over 300 community members¹ in public meetings, via emails, stakeholder meetings, and survey respondents provided enormous value to the City team and represents many perspectives.

Concept Plans

The three concept alternatives in this stage were presented to City Council in April. Please see the attached Concept Plans A-C.

A few notes about what this concept plan represents...

This conceptual drawing will not and should not be utilized in isolation from this Actionable Master Plan document. It is the combination of the vision and the findings and recommendations within the Master Plan that will act as the roadmap for the City in the work to come.

The specifics of what this selected concept plan entails will be described within the Master Plan, but the purpose is to give shape to the desired usage, footprint, scale, and layout of the site. This sets the vision for the City to pursue and a basis for the conversations being recommended in the next phases of work. Without a vision and an illustrative representation of how many important features and project qualities could be accommodated within the site, it would be impossible to dig into the next layer of due

¹ This represents total, not unique participants, but does not include City staff or team members' attendance at meetings.

diligence (i.e. permit implications or additional working group participation). This also sets the vision for working with development partners and lays a framework for expectations within proposals for the residential development.

To be clear, this plan is not a final land plan. The exact quantities of housing, the siting of the units, the exact layout of the road network – these are all conceptual at this phase. This plan is illustrative in nature and will be refined many times before any construction begins.

Please note that there are elements to the final land plan that simply are not knowable at this phase and are thus, not included on this plan. For example, the level of affordability of units or the number of bedrooms per unit will be determined at the time of partnership with a development partner. There are also elements of the planning and vision that cannot be captured on a site plan. For example, the City would very much like to pursue incorporation of an Abenaki recognition or celebration site(s) on this property. But it is premature and inappropriate to site that on the map at this time. This should be done in conjunction with representatives from the Abenaki community.

Costs and Financing

COSTS (2023 \$)	A	B	C
On-Site Infrastructure Cost			
New Roads, Sidewalks & Trails	\$5,600,000	\$5,600,000	\$4,600,000
New Water & Sewer Lines	\$3,300,000	\$3,300,000	\$2,800,000
New Connector Road (Location TBD)	\$2,900,000	\$2,900,000	\$2,900,000
New Signal/Roundabout at US 2	\$2,000,000	\$2,000,000	\$0
	<i>Likely</i>	<i>Likely</i>	<i>Possible</i>
Off-Site Costs			
Water/Sewer/Pump Station	\$1,500,000	\$1,500,000	\$1,500,000
Sunk Costs			
Purchase Price	\$3,000,000	\$3,000,000	\$3,000,000
Due Diligence	\$500,000	\$500,000	\$500,000
TOTAL	\$18,800,000	\$18,800,000	\$15,300,000

Note: Costs are based on today’s dollars. Projected tax revenue also conservatively assumes a flat tax rate, using FY23 rates.

Note: This does not include any of the costs for a building and/or fields and amenities within the Recreation and Community Zone. Those costs are not quantifiable at this stage and will be developed as part of the separate, parallel process.

SOURCES OF CAPITAL / DEBT SERVICE			
Rec Fund (Already contributed toward purchase)	\$1,000,000	\$1,000,000	\$1,000,000
Possible Grants	\$1,500,000	\$1,500,000	\$1,500,000
Municipal Bond Needed	\$16,300,000	\$16,300,000	\$12,800,000
TOTAL	\$18,800,000	\$18,800,000	\$15,300,000

Hypothetical Financing Mechanisms

Total 20-Year Cost or Surplus	A	B	C
If using Muni-Only TIF	(\$2,916,930)	(\$5,741,454)	(\$4,907,593)
If using Muni-Only TIF + W/S fees	\$2,612,880	(\$2,603,018)	(\$2,086,706)
If using State-designated TIF	\$7,286,456	\$2,044,073	\$1,082,849

Note: Cost = (\$___). Surplus = \$___. Surplus *could potentially* be used for Recreation and Community Zone.

Note: Cost and revenue illustrated above reflect full build-out. This project likely will occur in phases, which would affect the financial feasibility. That is to be analyzed and considered as planning evolves and public-private partnerships are developed.

One Update

There has been one update since the spring stage public presentations for the hypothetical financing scenario using municipal-only TIF and the water/sewer fees. The above reflects a more accurate financing sequencing. The result is a surplus of TIF revenue for Concept A and a slightly higher delta for Concepts B and C. (Previous estimates were as follows: Concept A: \$0, Concept B: (\$2,182,675), Concept C: (\$1,837,420).) See below for takeaways.

Cost and Financing Takeaways

Takeaways from the cost estimates are as follows:

- Concepts A & B – comparable gross cost to City
- Concept C – 20% less costly overall, but also fewest housing units
- Gross on-site improvement cost² / unit:
 - A: \$47K / unit
 - B: \$51K / unit
 - C: \$56K / unit
- Recreation and Community Zone piece unknown in this phase

² This does not include the off-site or sunk costs that are consistent with all three concepts. This isolates the costs that vary between the three plans.

Takeaways from the hypothetical financing mechanism scenarios are as follows:

- City will seek grants – many unknowns at this time.
- Using municipal-only TIF reduces the delta remaining to be funded significantly.
- Using municipal-only TIF **plus** water/sewer user fees covers all of the cost of Concept A housing infrastructure and most of the cost of Concepts B & C.
- Using State TIF program should cover entire cost of infrastructure for housing development.
- Any surplus of tax revenue in some of the financing scenarios could help fund the recreation investment if there is sufficient nexus between the investment into the Recreation & Community Zone infrastructure and the private development.
- Much more due diligence needed to get clearer on design, engineering, and permitting implications.
- Could increase costs *and* could increase possible funding sources.
- More will evolve as partnerships with developers emerges and recreational programming developed.
- City will need to continue to look at costs and funding streams.
- Ultimately, City voters will have a vote on any bonding costs – but not in Phase 1
- Spring 2023 phase is not a vote on spending.

Goals

Perhaps the most significant outcome of Phase 1 is the identification of the goals for the Country Club Road site. The following have emerged from the public process feedback and conversations, the City Council's direction, and the consultants' analysis of the site and community context as the top priorities:

- Address the high housing need by providing a mix of housing product with affordable, workforce, and market rate units.
- Address the need for indoor and outdoor recreational opportunities, including a comprehensive recreation and community facility, as well as fields, courts, and other such uses.
- Balance the above with:
 - Conservation / open space,
 - Incorporate of spaces for Abenaki recognition, celebration, and education,
 - Amenities for the new residential communities (i.e. community gardens),
 - Trails,
 - Gathering spaces (i.e. amphitheater, playground, gazebo, etc.)
 - Connection of wildlife corridors;
 - Connection to surrounding parcels and City infrastructure (i.e. bike path, traffic patterns, public transit, and potential future vehicular access north or west)

- Minimize impact on climate by utilizing and leveraging technologies and best practices for energy efficiency and energy generation.
- Minimize impact to taxpayers.

These are the most essential elements of the Phase 1 planning, as they will need to act as the guiding rudder for the City Council and staff in directing and navigating the development of this project.

Spring Stage Direction

Public Responses

In addition to forming and corroborating the above goals for this property, the survey, direct feedback, and community conversations prioritized Concept A as the first choice for a concept plan vision.

The survey also asked the community about support for locating the recreation and community facility (building) at this site. The majority response supported this location, with 54% marking a 4 or 5 (5 being “very favorable”).

Almost 25% of respondents voiced no support for this location (which could also represent not supporting a new facility entirely). This is consistent with the previous surveys and feedback on this topic to-date. (As a reflection on project implementation, this consistency provides an endorsement for the integrity of this process.) This information will be sent to the group working on the Recreation & Community Zone on a parallel path.

*For more information on the survey results, please see attached from Evelyn Prim, Montpelier’s Communications Coordinator.

Consultant Team Recommendation

As part of the scope of this phase of work, the consultant team was asked to make a recommendation for a concept plan to incorporate into the Actionable Master Plan to take through the next phases of work. The team agrees with the public’s response to Concept A, finding it the most consistent with the public’s feedback and the goals that emerged for the site. It has the highest potential for financial feasibility and provides the highest return on investment for the City.

City Council's Action Items

At the meeting on May 24, the team is asking for answers to two questions:

- 1) Does the Council endorse the goals outlined above?
 - If not, please specify amendments.

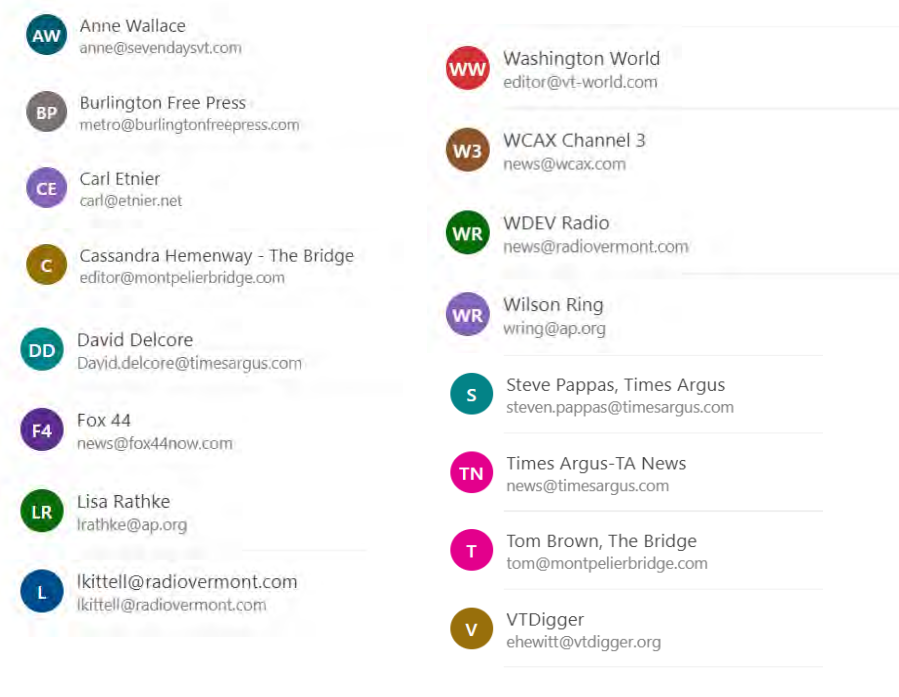
- 2) Which concept plan should be incorporated into the Actionable Master Plan as the vision to guide next steps?

The decisions made by Council at this meeting are not strictly binding – as in, the City is not bound to fulfill this exact land plan. It is fully expected that changes to the plan will occur over time, as more due diligence is undertaken, planning is refined, and the conversations evolve with development partners. There is no capital investment associated with this decision – any infrastructure spending decisions will require Council review and approval and will come later. Rather, a decision on this visionary plan will enable the consultant team to complete the Actionable Master Plan and set forward the next steps for advancing the planning and due diligence.

At the City Council of June 28, the team will submit the Actionable Master Plan and present highlights, at which time the City Council will be asked to adopt it as a final codification of this Phase of work.

As always, please do not hesitate if you have any questions. Josh Jerome is the City's point of contact on this project, but I am available to answer any City Councilor questions as well.

Communication Channels

<p>Press Release On 4/17/2023</p>	
<p>City Newsletters</p>	<ul style="list-style-type: none"> • Montpelier Senior Activity Center - 4/14 • Montpelier Recreation Newsletter
<p>WDEV Party Calendar & Morning News Service</p>	<ul style="list-style-type: none"> • Submitted on 4/17, broadcasted all week
<p>Email Updates via Notify Me subscribers list</p>	<p>Sent on: 4/18, 4/26, 5/1, 5/8</p>
<p>Front Porch Forum</p>	<p>Posted on 4/18, 4/20, 4/28, 4/30, 5/1, 5/2, 5/5, 5/8</p>
<p>Facebook</p>	<p>Posted on 4/17, 4/24, 5/1, 5/2, 5/3</p>
<p>Community Networks</p>	<ul style="list-style-type: none"> • Committee Chairs > Committee members • Montpelier Public Schools via May 3rd newsletter • CAN Coordinators: Gallison Hill, Colonial Drive, & Barre St.
<p>Local Media Coverage</p>	<ul style="list-style-type: none"> • Times Argus – 4/27, 5/1 • The Bridge – 4/20, 5/10
<p>Meals on Wheels</p>	<p>75 MSAC Meals on Wheels recipients</p>
<p>Polco Email Notification - Survey</p>	<p>Spring 2023 Country Club Road Survey – Invitation emailed to 400+ Polco subscribers on 5/1</p>

Flyer	Date
Montpelier Housing Authority	Josh – On-going
Downstreet Housing	Josh – On-going
Montpelier Alive! business distribution list requesting they post in storefronts	4/13
Westview Meadows/Gary Residence	4/17
Downstreet Housing & Community Development	4/17
VT State Housing Authority	4/17
Committee Chairs	4/18
City Hall bulletin board & info table	4/18
City Council/DeptHeads/City Hall/Employee List	4/18
Capital Grounds Café bulletin board	4/18
Rec building on Barre St.	4/18
City Place bulletin board	4/18
Central VT Adult Ed. Bulletin board	4/18
Walgreens window	4/18
Skinny Pancake bulletin board	4/18
Rabble Rouser bulletin board/window	4/18
Meals on Wheels & Survey	4/20
3,200 copies sent in quarterly water bills	4/21
KH Library bulletin board	4/24
Capstone Community Action	4/27
HM Co-Op bulletin board	4/27
Schools (HS, Middle, El.)	4/19 & 5/9

Engagement

Public Engagement Meetings

Strategy: Review Concept Designs & Glean Feedback

- **1st (Onsite) Saturday, April 29th at Country Club Road**
 - Approx attendance: 45
 - City Staff & Project Team: 5
- **2nd (Hybrid) Wednesday, May 3rd at Montpelier City Hall & on Zoom**
 - Approx attendance: 10 in-person, 18 on Zoom
 - City Staff & Project Team: 4
- **3rd (Virtual) Monday, May 8th on Zoom**
 - Approx attendance: 22
 - City Staff & Project Team: 5

Summary Video

Strategy: Josh & Stephanie Introduce Phase 1 Spring Stage and Review the Project Timeline

- Posted on 4/24/2023
- 9-minute video presenting the timeline for reviewing the Master Planning process, where we are in the process, and what's to come.
- Shared on YouTube & Facebook

Spring 2023 Survey

Strategy: Engage with Spring Stage Materials & Gauge Support for the Location of the Rec/Community Center Facility

- Open May 1st through May 12th
- 248 total responses
- Survey created using the City's Polco survey platform
- Requires respondents to register for a confidential Polco account
- Answers are anonymous and user information is not shared with anyone



Country Club Road Site Master Planning Process Spring 2023

Timeline

Fall 2022
Vision

Winter 2023
Direction

Spring 2023
Phase 1
Complete

June 2023
Decision

Phase 1 Spring Stage Feedback Needed!

The project team is creating three conceptual designs that will be presented to the City Council in May. At this time, we are looking for feedback from the public and the Council on these final concept designs. The design chosen by the Council will evolve into the Actionable Master Plan and mark the transition into Phase 2 of Master Planning. We want your thoughts! Here's how to engage with this project:

Review the Concept Plans

3 design concepts and cost estimations

Attend a Meeting

April 29th 10:00am – 12:00pm @ 203 Country Club Road

May 3rd 5:00pm - 7:00pm @ City Hall & on Zoom

May 8th 12:00pm – 2:00pm. on Zoom

Take the Survey

Opens May 1st! Available on the website

Can't make it to the meetings?
Want to share your thoughts
another way?
Reach out!

Josh Jerome

Community & Economic
Development Specialist

jjerome@montpelier-vt.org

Links & More Info

Find all the ways to engage on our website!
You can also sign up to receive email
updates about this and other City projects.



www.Montpelier-vt.org

Sign up for Notifications
on our website!

Spring Stage 2023

Meetings held on April 29, May 3, and May 8 each included a period for questions, answers, and feedback. The majority of the input from the community came in the form of questions – some attempting to clarify and some intending to elicit further conversation. The questions and input are captured here and organized by topic. Responses were given at the meetings and some within the FAQs provided on the City’s website.

PHASE 1 PROCESS Comments & Questions

- What are the conclusions to be drawn from the survey results?
- Can’t respond to the survey without engineering information.
- Denote demographic data by town when presenting survey results and analyze results by residency.
- Appreciation for City’s efforts for best public planning practices.
- Is there a survey that I can take to document myself as a disabled Vermonter in need of an affordable house?
- What are examples of similar projects where we’ve succeeded? Other developments to showcase and provide useful context?
- Maps seem inconsistent with labeling wetland/buffer zone between concept C & B. How does this affect U32 trail?
- How are Abenaki/indigenous communities being incorporated in City Council decision-making?
- Asking for clarification on “the Council will be making a decision” -> What does this mean?
- We, the public, are asked to make a decision without knowing the cost. Are we putting the cart before the horse?
- Concerned about publicity & registering with Polco.
- How many “unique” members of the public are involved in the public meetings?

FUTURE PLANNING & MASTER PLANNING PHASES Comments & Questions

- Please consider bus service between the CCR site and downtown
- Can the property be configured as “downtown” to be exempt from Act 250?
- As things progress, are there any constraints to the density? How does this impact potential developers? How much leeway would they have?
- Vehicular connections: who are the abutting property owners? Can their land be used for a new road?
- What’s the *how* and *when* for housing? Where in the process do those decisions get made?
- Beware “the developer” language. Instead, emphasize plurals – “developers”, “stakeholders”, “partners”, “partnerships”
- Will the infrastructure be phased in or be built first before housing?
- To whom in the City should I send grant opportunities?

- Thanks for doing a great job!
- I support the rec field onsite at CCR, but not the rec *building*. How should I vote on the survey?
- My wife has a property abutting CCR – would like to use connections to the adjacent property.
- At what point does the developer come in?

CONCEPT & SITE PLANNING Comments & Questions

- Are we talking about an actual building in the CCR Rec zone?
- About 3 different concepts: talk about how the team came to the parameters of the designs.
- What is the roadway access plan? What about the railroad? Other roadway connections?
- Can potential roads and transportation infrastructure be integrated into the Master Plan?
- Check with the fire dept. about the ability to accommodate 5 stories.
- Concerned about engineering studies for buildings further up on the ridgeline: how can we make a choice when we don't know the actual costs?
- Concept A showed a surplus – would an increase in units increase the surplus?
- Is there a reason the Rec zone is one solid parcel? Why is it not split into smaller lots?
- Where would the 2 proposed connecting roads go?
- What will the state require to connect to Route 2?
- Will the existing trees be preserved in all 3 concept plans?
- One thing stands out: how similar all 3 concepts are.
- Tell me about the idea of the “traffic light” or roundabout.
- How will they get to and from if people do not have a car?
- Earlier on “verticality” was a desire. Concerned about 5-story buildings and their impact on the environment. Is it possible to achieve a similar minimal environmental impact with shorter buildings? Is there a way to balance the need for housing density + environmental impacts + economics?
- Concerned about the lack of inclusion of “possible” traffic light to make it a comparable cost to concepts.
- Can there be more community garden space than what is depicted on the concept plans?

RECREATION-SPECIFIC Comments & Questions

- Are we working with the school to discuss the impacts of users on the trails? Won't housing and roads interfere with XC skiing?
- Rec center: I think it's essential the rec center stay in the “heart” of Montpelier for many reasons. Suggestion: open up space at the rec field on Elm St. Move fields up to the CCR site
- What is the status of the City's other rec (Ballard & King) study?
- Will the road lessen the size of the Rec Zone? Will 12 acres be big enough?
- Will the rec zone need sewer/water infrastructure? Why is it located at the entrance of a site?

HOUSING-SPECIFIC Comments & Questions

- How did you get to the 1-bedroom number estimates? Why are there more 1- and 2-bedroom units and not more?
- What happened to the 500+ unit model?
- Is it too late for the site to only have housing?
- How would the properties be managed/owned?
- Have you estimated the need for affordable housing in Montpelier?
- I do not believe housing should be on this property; the cost will ultimately come out of the residents. Not suitable for housing because the distance of bedrock is too thin. Can't put a road in steep areas; takes money – who will bare this cost? The best way to have affordable housing is to have a site with lower buildable costs. There is no alternative for people to choose affordable housing. I have a better site: Terrace St. Back of development – The City would need to use Eminent Domain to take it.
- Ideas for the impact on affordability – consider tiny homes. Recommends exploring creative/innovative solutions to housing problems.
- Is it possible to for ~300 units of housing to be built on a smaller footprint, closer to the entrance to lesson the extension of the infrastructure across the site?
- Houses in Europe are mostly townhomes – glad townhomes are represented in the concepts. Suggests building face south to maximize solar benefits (warm courtyards, etc.)
- How is the City able to ensure low-income communities on the property?

COSTS & FINANCING Comments & Questions

- In financial projections, did the City assume the infrastructure costs?
- What is the likelihood of the State granting a TIF District for this project? Can we start the TIF process now?
- Can we incorporate geothermal as a potential funding source?
- Is the cost balance in Concept A coming to \$0 realistic?
- Do per-unit costs go up with higher cost per unit?
- Thinking about the costs: would be nice to have an analysis of how the costs would change if you only built the first segment. By the time you get to the end of the road, will these homes cost more?
- How does the layout of housing/design shift the costs?
- Would the taxes from the site burden the new residents of the site?
- What is the cost range per unit? What's the cost range to purchase a unit?

OTHER Comments & Questions

- Clarifying: the HUB has been in talks with the City since before the bond passed. We would like to have a presence up on this property – ideally with the rec dept. onsite, but not exclusively/necessarily. HUB's goal is to provide complementary rac facilities.
- Opportunity to add a local store onsite?

Montpelier Country Club Road Site
FREQUENTLY ASKED QUESTIONS – SPRING 2023

Question: The survey asks the question “How would you rank your support for the Recreation and Community Facility to be located on the Country Club Road site?” What does “facility” mean?

Answer: The facility means the Recreation and Community building itself. The question intends to ask the community to rank support of the new Center to be located on the Country Club Road site.

Question: What is the process for decision-making? (Timeline – setting expectations about development)

Answer: In the spring stage, the City is asking for input on the survey (closing May 12, 2023) and the feedback from the public meetings plus these findings will be presented to City Council on May 24. The City Council will make a decision on the concept plan at that meeting and the consultant team will present the final Actionable Master Plan to the public and Council on June 28. This will conclude Phase 1 of the Country Club Road Master Planning process. The next steps recommended in this plan will take time and the process of building a partnership will be very dependent on the partner, the market conditions, and the scope of the development phase. The creation of new housing units is likely still several years away. Given the very pressing housing crisis and range of recreational needs in the community, it is imperative that the City proceed with intention, but also expediency.

Question: What will the Actionable Master Plan include?

Action: This “Actionable Master Plan” is a living document that will be used to guide the City in its next steps to advance the community’s goals for the site. The concept plan that will be incorporated sets a vision for the balance and scale of the uses on the property. The document itself is to be referenced to incorporate and recognize the community’s goals and to be used by the City and future consultants in next steps with due diligence, planning, and partnerships.

- **The document will include:**
 - **A summary of the process of the Phase 1 due diligence, community conversations, and concept planning**
 - **Recommendations such as advancing the Recreation and Community Zone process; continuing work on re-zoning; exploring a Growth Center designation expansion and pursuing a TIF District designation; forming a working group with Abenaki representatives and City stakeholders to find areas for Abenaki celebration, education, and recognition; exploration of transit solutions; further design and permitting due diligence; and creating subdivision plans.**
 - **Some of these steps will be concurrent, while some are consecutive, so the next work will occur in phases by a variety of team members and City stakeholders.**

Question: How does the Master Plan affect my tax bill?

Answer: At this phase of Master Planning, the money being spent in conducting due diligence is considered an economic development cost and is not associated with the \$2 million bond the community approved in support of the acquisition. The creation of a Master Plan does not encumber the City to any further capital improvements or bonding. Any expenditure on capital improvements that would impact residents' tax bills would require another City-wide vote.

Question: This property isn't currently zoned for housing. How will this all be feasible?

Answer: Zoning Districts can be changed through an amendment process. The Planning Department and Planning Commission generally make at least one set of zoning amendments every year and most have at least one district change. The Planning Department staff are currently putting together this year's revisions and will wait for the conclusion of this Master Plan process to make zoning district changes at CCR that would allow the project to be implemented. For example, the lower areas could be either Mixed Use Residential or Riverfront (like Barre Street) depending on final plans. The upper residential areas may be Residential 3000 (like Loomis Street) or Residential 6000 (like College Street). Once a zoning district proposal is agreed upon, it should take about 2-3 months to go through all the hearings and make those changes official.

Question: Why not stop the road in the flat section of the property and increase density of housing at the bottom of the site, leaving the upper part for recreation and open space?

Answer: The community feedback during the winter stage identified housing as a preferred use in most of the buildable areas. We also heard that a second egress to the site, either over to Sabin's Pasture or up to Town Hill Road, was desired because it would provide better accessibility to the downtown. Feedback and survey results from the winter stage of this process supported housing development in the upper part of the property to minimize the visual impact upon first entering the site. That being said, if a private partner housing developer can achieve higher density while mitigating the visual impact and achieving the other goals of the Actionable Master Plan, the City would consider this as an alternative to the concept selected and included in this first phase.

Question: Why do the three concepts provide between 184-292 units?

Answer: During the winter stage of this process, the community most favorably supported Test Sketch C, which had a balance of this range of housing density and recreational uses on the site. It's essential to remember that the concept plan is simply a vision and illustrative part of the Master Plan. The final land plan will be established when a development partner or partners are selected, and proposals are reviewed by City Council.

Question: How did the team arrive at the estimated costs for the housing infrastructure?

Answer: The estimates for the infrastructure to support the housing development within the City's property boundary include sidewalks, trails, water and sewer lines, and roads, including a possible

connector road to an abutting property. The sources of these estimates varied by type of construction – some came from the design team’s database and some came from the City’s Department of Public Works.

Question: [Tax Increment Financing \(TIF\)](#) seems to be a large possible funding source. What is the likelihood of the City getting a State designation?

Answer: The process of getting a TIF District is lengthy and rigorous. There is no guarantee that Montpelier could get a new TIF District designation from the Vermont Economic Progress Council (VEPC). That said, with appropriate planning and with a suite of viable private development projects that require significant public infrastructure to be feasible, there is a good likelihood that a district encompassing this property could meet the criteria. A precursor to this designation is appropriate zoning and the expansion of the Growth Center designation. While many factors would be out of the City’s control in obtaining this designation, Montpelier is an important place to incentivize growth and there is great potential in applying this economic development tool in this community.

Question: You say that the housing will be built by a developer. What kind of development partner could the City choose?

Answer: Because the City is not in the business of developing housing itself, the consultants’ recommendation will be to create subdividable lots for the housing and issue a Request for Proposals (RFP) to form a public-private partnership. This could be formed with one or more entities – private developers, non-profit developers, institutions, or organizations such as Downstreet Housing & Community Development, for example. Who will be the most viable or aligned partner for the City at the time will be a decision to be made by the City Council at the time.

Question: What kind of market analysis has been done for this level of housing?

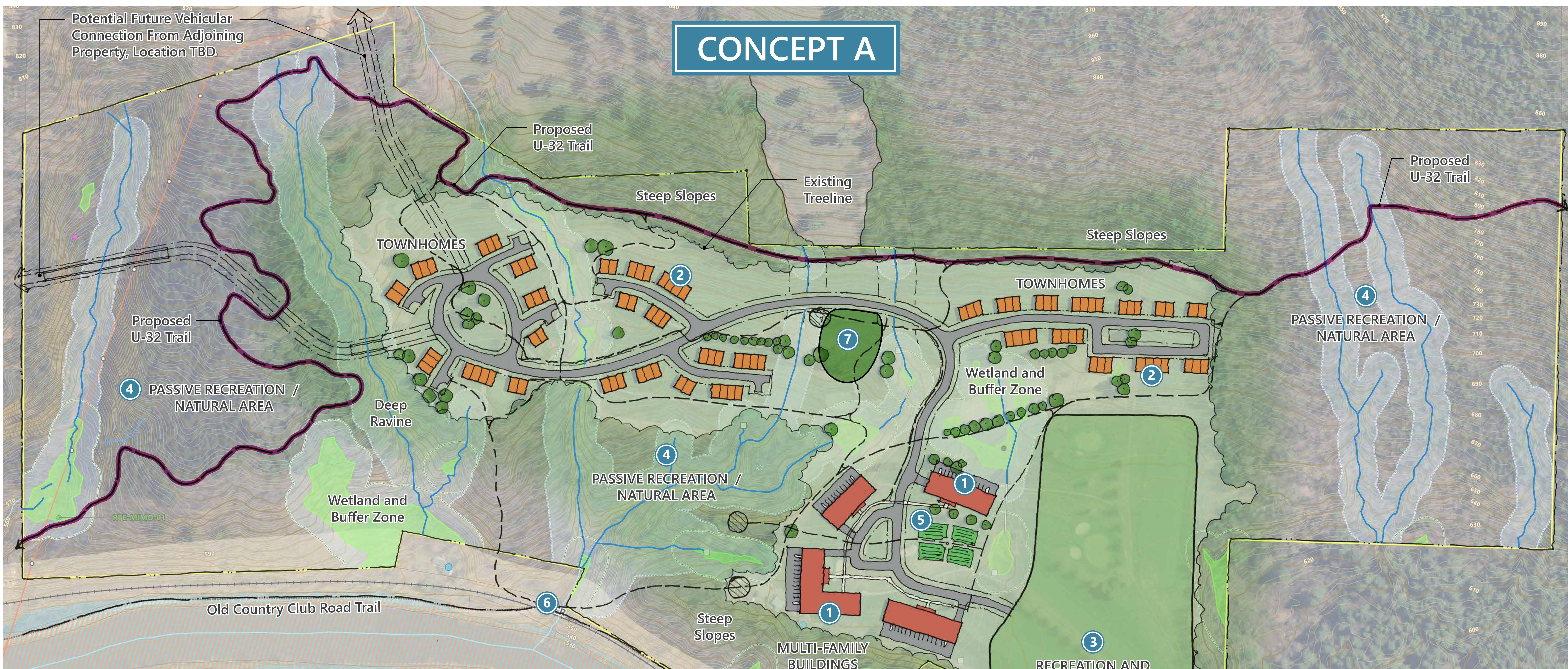
Answer: There has been no formal housing market analysis during this phase. However, the VT Housing Finance Agency found that 30,000-40,000 new housing units are needed statewide to close the housing gap. Applying a straight per capita formula, Montpelier would need 300-400 units to affordably and appropriately house its residents. That is a minimum, given that Montpelier is also the State capital and a regional growth area. A more specific assessment of the market will be done by the development partner when making a proposal for development at this site, which will address the needs that are particular to the community at that particular time.

Question: What kind of due diligence has been done for the feasibility and constructability of the site?

Answer: The City first commissioned Stone Environmental to complete a Phase I Environmental Site Assessment which was completed in April of 2022. The Phase I ESA identified two recognized environmental conditions; two aboveground storage tanks (gasoline/diesel) and historical use of herbicides and pesticides. The recommendations were to monitor the tanks and conduct additional soil analysis. In the fall of 2022, the City’s consultant team led by VHB environmental scientists, evaluated the natural resources (including wetlands, streams, rare plant species, and natural communities). VHB also conducted a traffic assessment, evaluating access, traffic volumes, the

intersection, and transit. An Archaeological Resources Assessment by Crown Consulting identified six sites within the property boundaries that are not proposed to be impacted by any of the concept plans proposed. The existing building was evaluated by Black River Design to determine its possible reuse for recreational and community uses, which is being considered in the parallel process for the Recreation and Community Zone programming.

CONCEPT A



KEY

- 1 Multi-Family Building
- 2 Townhome Building
- 3 Recreation and Community Zone (Recreation Uses and Potential Reuse of Existing Building TBD)
- 4 Passive Recreation / Natural Area
- 5 Community Garden Space (0.38 ac.)
- 6 Connection to Bike Path
- 7 Neighborhood Gathering Space

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
- **Townhomes**
 - 96 Units

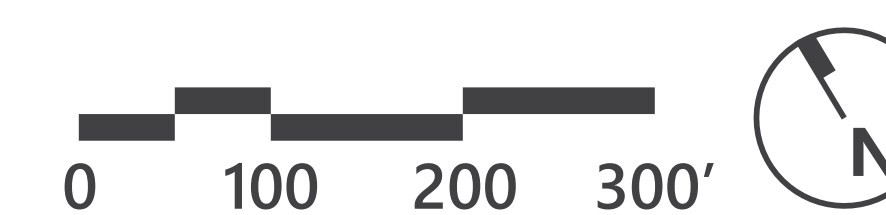
292 Units Total

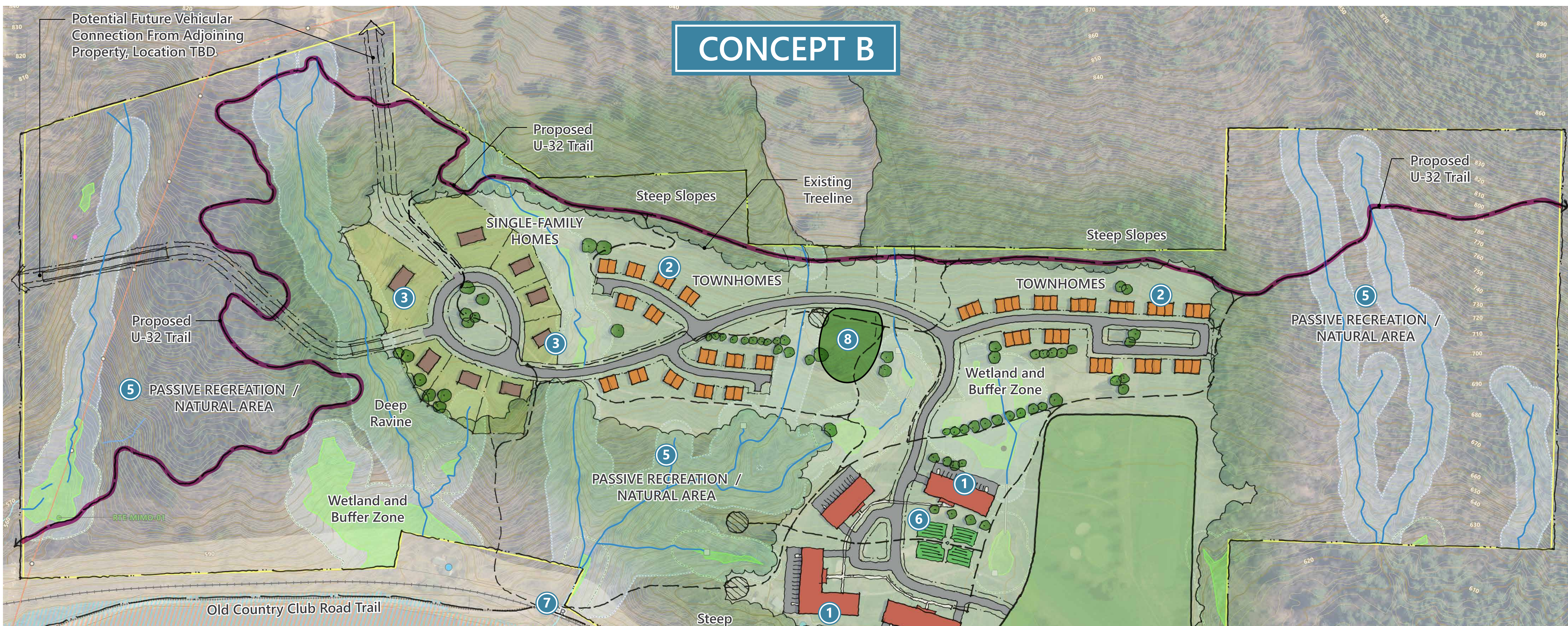
LEGEND

- Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)

LAND USE SUMMARY

- **Buildings:** 4.9 acres
- **Roads:** 8.9 acres
- **Neighborhood Gathering Areas:** 1.3 acres
- **Recreation and Community Zone:** 12.0 acres
- **Natural Area:** 106.0 acres





CONCEPT B

KEY

- 1 Multi-Family Building
- 2 Townhome Building
- 3 Single-Family Home
- 4 Recreation and Community Zone
(Recreation Uses and Potential Reuse of Existing Building TBD)
- 5 Passive Recreation / Natural Area
- 6 Community Garden Space (0.38 ac.)
- 7 Connection to Bike Path
- 8 Neighborhood Gathering Space

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.

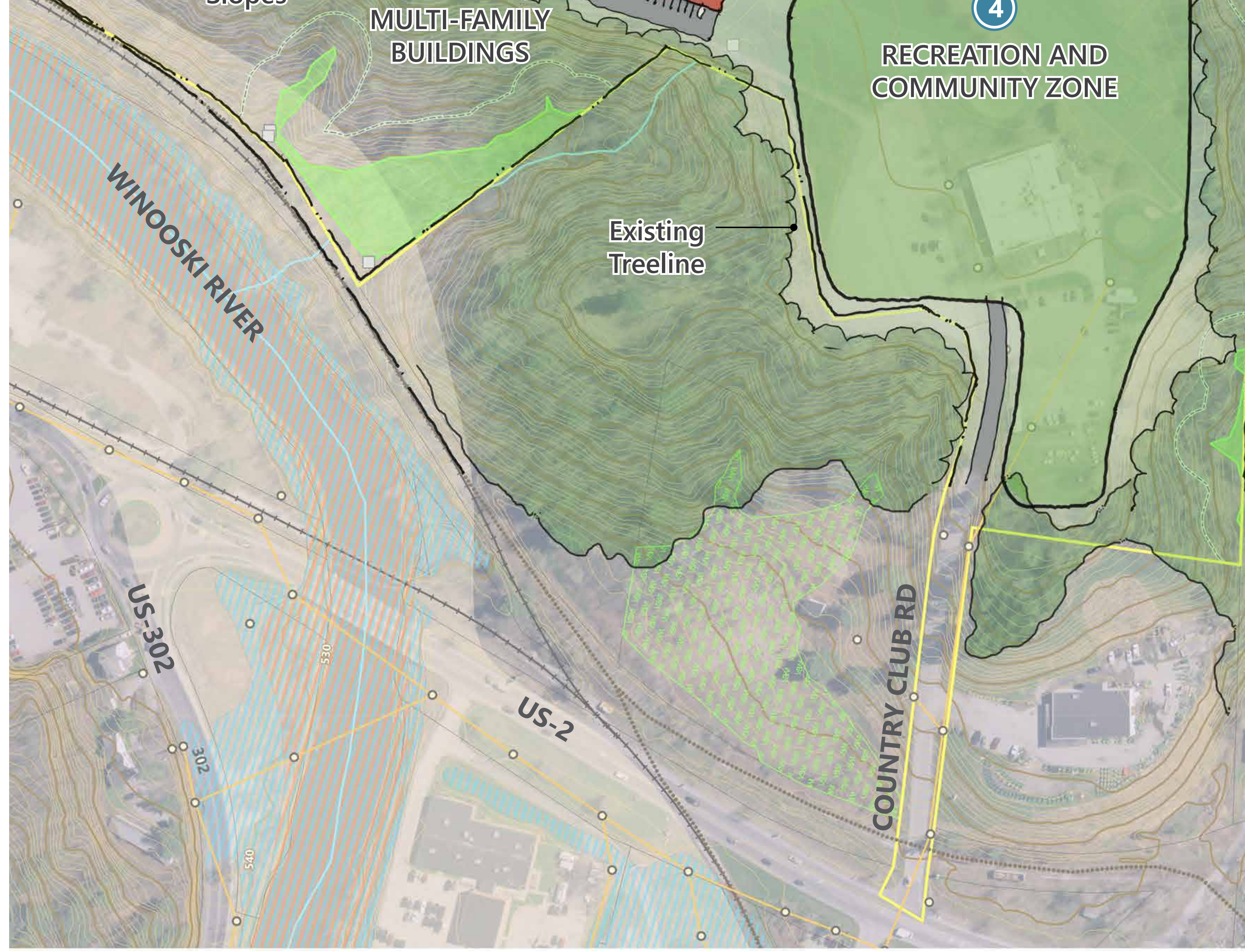
CONCEPTUAL DEVELOPMENT SUMMARY

- **Multi-Family** — Five Stories
 - Parking on First Level
 - **196 Units** on Four Floors
 - 112 One-Bedroom Units
 - 84 Two-Bedroom Units
- **Townhomes**
 - 64 Units
- **Single Family**
 - 8 Units

268 UNITS TOTAL

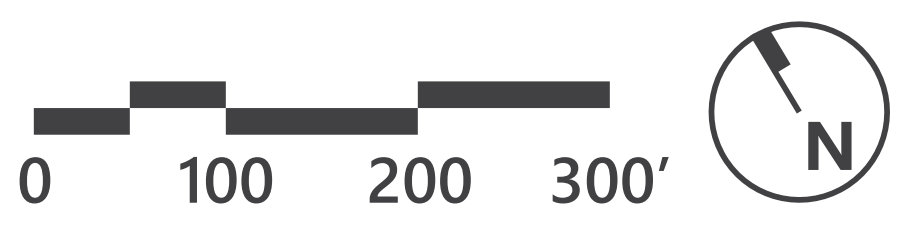
LEGEND

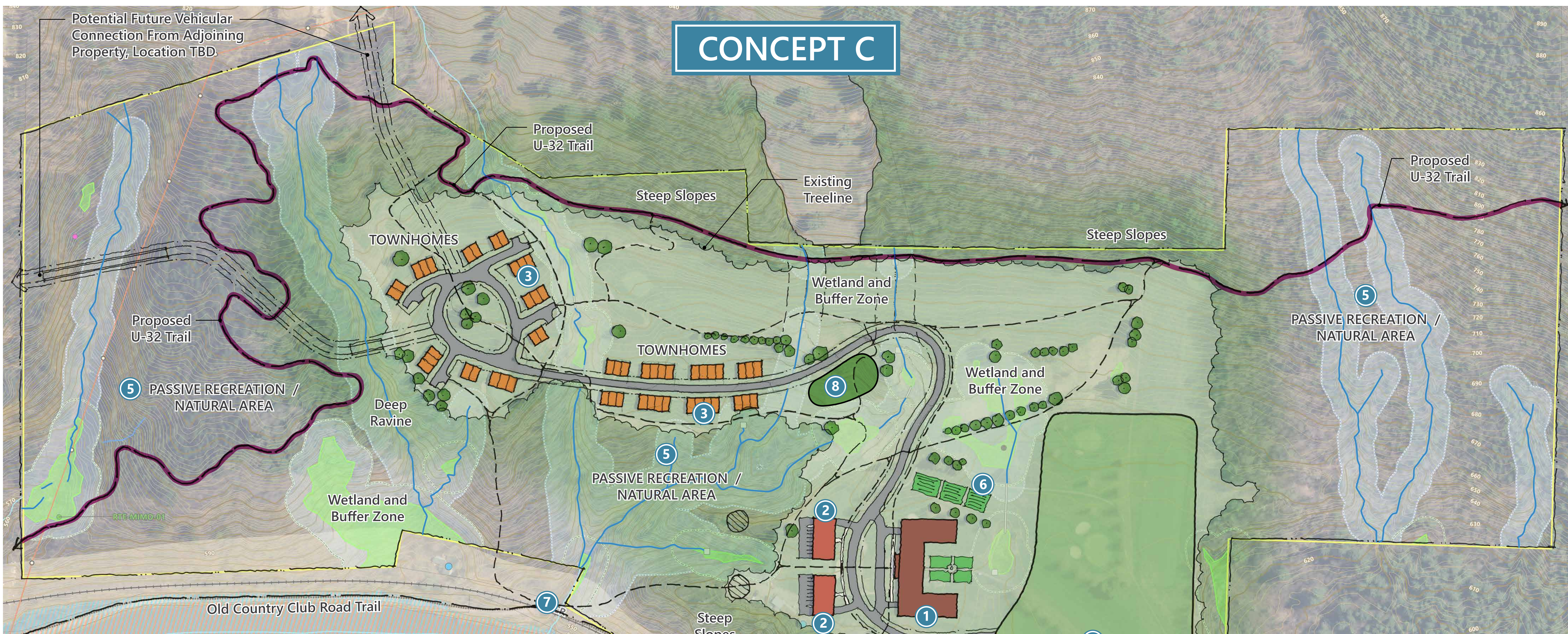
- Recreation Trail
- Existing Trees to Remain (Actual Locations TBD)



LAND USE SUMMARY

- **Buildings:** 4.6 acres
- **Roads:** 8.4 acres
- **Neighborhood Gathering Areas:** 1.3 acres
- **Recreation and Community Zone:** 12.0 acres
- **Natural Area:** 106.7 acres





CONCEPT C

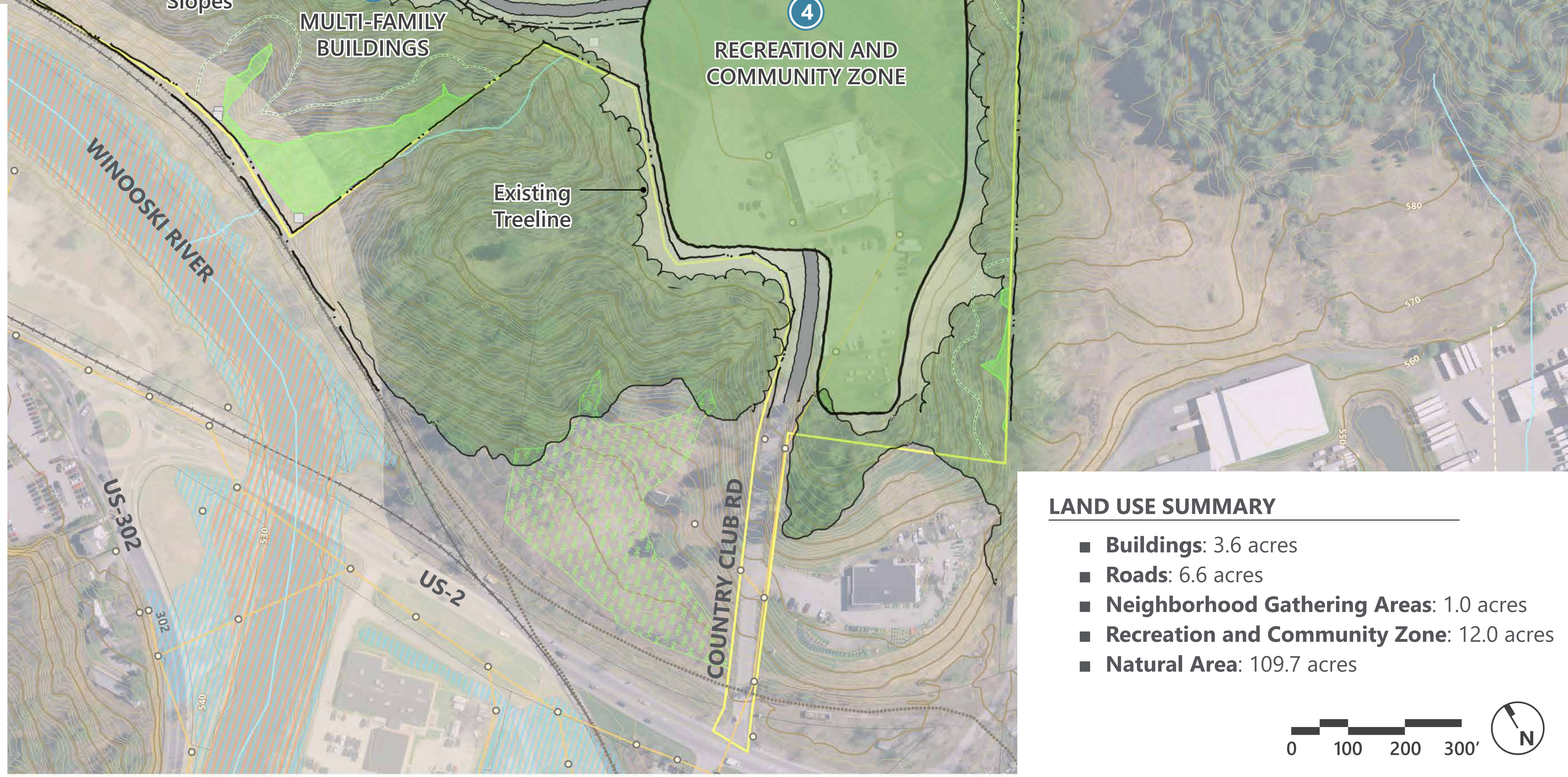
- KEY**
- 1 5-Story Multi-Family Building
 - 2 3-Story Multi-Family Building
 - 3 Townhome Building
 - 4 Recreation and Community Zone (Recreation Uses and Potential Reuse of Existing Building TBD)
 - 5 Passive Recreation / Natural Area
 - 6 Community Garden Space (0.25 ac.)
 - 7 Connection to Bike Path
 - 8 Neighborhood Gathering Space

- CONCEPTUAL DEVELOPMENT SUMMARY**
- **Multi-Family** — Five Stories
 - Parking on First Level
 - **132 Units** on Four Floors
 - 72 One-Bedroom Units
 - 60 Two-Bedroom Units
 - **Townhomes**
 - 52 Units
- 184 UNITS TOTAL**

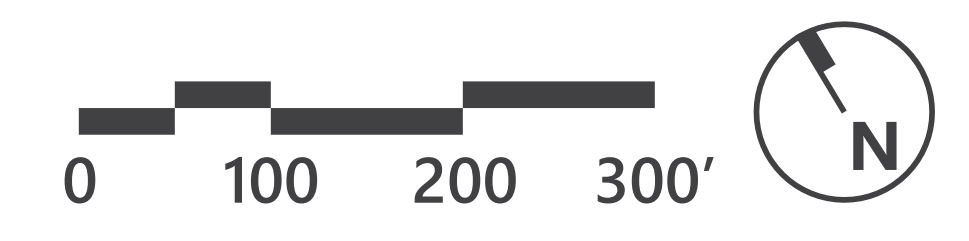
- LEGEND**
- - - Recreation Trail
 - Existing Trees to Remain (Actual Locations TBD)

NOTE:

- Potential areas and space for Abenaki recognition, celebration, and education exist throughout the site and will be decided by a working group consisting of City stakeholders and Native Abenaki representatives.
- Future additional neighborhood landscaping not shown.
- Wetland and Stream Buffers May be Used for Hiking/Biking/Light Recreation.



- LAND USE SUMMARY**
- **Buildings:** 3.6 acres
 - **Roads:** 6.6 acres
 - **Neighborhood Gathering Areas:** 1.0 acres
 - **Recreation and Community Zone:** 12.0 acres
 - **Natural Area:** 109.7 acres



Spring 2023 Country Club Road Survey Results Memo

Evelyn Prim

Thursday, May 18, 2023

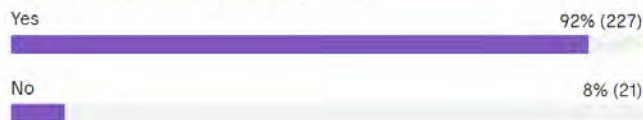
Overview

Launched: May 1st, 2023 - Closed at 11:59 pm on May 12th, 2023. Total # of Respondents = 248

Questions

#1

Are you a resident of Montpelier?



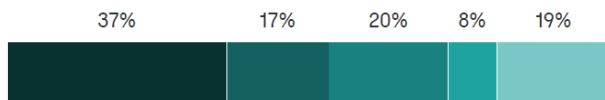
#2

How would you rank your support of each concept for inclusion in the Phase 1 Actionable Master Plan?

Question	1st Choice - Most Support	2nd Choice - Moderate Support	3rd Choice - Least Support
Concept A	48%	21%	31%
Concept B	14%	52%	33%
Concept C	25%	15%	60%

#3

How would you rank your support for the Recreation and Community Facility to be located on the Country Club Road site?



Results

The first question asked respondents to self-identify whether they were Montpelier residents and 92% (227) chose Yes compared to 8% (21) who chose No. The second question asked respondents to rank their support for each of the three concept plans for inclusion in the Actionable Master Plan. This question used a Likert scale to rank preferences for each concept. Concept A received the most *1st Choice – Most Support* votes at 48%, Concept B received the most *2nd Choice – Moderate Support* votes at 52%, and Concept C received the most *3rd Choice – Least Support* votes at 60%.

The third question asked respondents to rank their support for the Recreation and Community Facility to be located on the Country Club Road property on a scale of (1 *Least Favorably*) to 5 (5 *Very Favorably*). A plurality of respondents (37%) voted in favor (5 *Very Favorably*) of locating the Recreation and Community Facility onsite at Country Club Road. A combined total of (5 *Very Favorably*) votes (37%) and (4 *Somewhat Favorably*) votes (17%) reach a majority in favor at 54%.



Appendix F

Public Meeting Frequently Asked Questions

FAQs

1) Can residents access the property now?

Yes, residents and non-residents can access the property on Country Club Road from the parking lot and walk along the former golf cart paths throughout the former golf course. You can also explore the forested parts of the property, although there are no trails and everyone must be mindful of posted property of abutting land owners.

2) I've heard Council has allowed hunting to continue on the property. Is it safe to walk on the property?

Yes, City Council voted to allow the continuation of hunting on the property for the 2022 hunting season. Deer hunting with archery or shotgun is the only permissible modes of hunting. Just like where many State-owned property is accessible to both hunters and non-hunters for recreational opportunities, individuals are encouraged to wear one or more piece of bright colored clothing so all eyes, both human and animals, can easily spot you from afar.

3) Who has the City hired to facilitate the master planning of the property?

After a Request for Proposal (RFP) process, the City selected the proposal submitted by White + Burke Real Estate Advisors, VHB and Black River Design. White + Burke is the Project Manager and development coordinator while VHB will support the process through site analysis/assessment and creation of conceptual master plan options and Black River Design will conduct a feasibility study of the existing club house.

4) How is the City engaging residents and ensuring far-reaching input at this stage and over the coming months?

Picking up from where community engagement started in March of 2022, the project team has held three separate community engagement sessions in October 2022 to describe the process and listen to residents' concerns and suggestions. Concurrently, the project team is engaging small stakeholder groups including abutters, City committees & departments, and existing tenants in the former club house. The City is committed to engaging with community members from every walk of life, especially those with historically marginalized voices. The project team and the City welcome anyone to share their thoughts and engage with this project. Additional public engagement sessions are planned for January and Spring of 2023 once the constraints and opportunities are identified. Residents can reach out to Josh Jerome, Community and Economic Development Specialist for the City of Montpelier at jjerome@montpelier-vt.org, with any questions or comments.

5) Is this site being looked at like a satellite to the downtown?

No, the Country Club Road property is being envisioned in a holistic way as it connects with the rest of the community. The team will be taking into consideration topographical restrictions, transportation, wildlife corridors, how abutting property may be developed in the future, and regional context.

6) With the known housing crisis, how can we ensure that this site will provide the right product for our community?

As with many communities throughout Vermont and the country, there is insufficient inventory of single-family, duplexes and multi-family properties in Montpelier. As the opportunities and constraints of the site become known and Montpelier's Housing Committee weighs in, the team will be making recommendations on various types of housing and density for the community to consider.

7) How can this site model best practices and be developed with energy efficiency at the forefront?

The site has south-by-southwestern facing slopes making it an ideal location for solar energy production. Ideas being considered include panels on any public or residential structures, as well as arrays that may generate additional energy for the site and beyond.

8) What has the public said are the major concerns to consider?

So far, the community has indicated great support for the opportunities the former golf course presents. Concerns have typically fallen in juxtaposition to uses i.e. those who favor conservation do not believe any development should happen and those who favor housing as a use believe the site should maximize housing development. Transportation has been identified as a concern because of a lack of public transportation and distance from the downtown (~1.79 miles from the site to City Hall). Other concerns voiced have been around how the site will preserve wetlands and wildlife corridors to how much will the City make and how long it will take for the City to realize a return on the \$3 million investment.

9) What has the public said are the most desired use ideas to-date?

There has been a lot of feedback given by the community as to what should happen to the property from recreation, housing, conservation and agriculture. The two prominent uses identified thus far have been housing and recreation.

10) Will the City build a new recreation center on the newly acquired property?

The existing community recreation center located on Barre Street is not adequate for the type of services the community has said they want to have nor is the building fully accessible. Cost estimates to address all of the old buildings deferred maintenance and to comply with ADA accessibility requirements would cost upward of \$7 million. Other locations in the downtown were looked at as possible sites for a new recreation center, but limiting factors included lot size and flood plain. The City used \$1 million from the recreation reserve fund and bonded \$2 million to purchase the former golf course with the intention of siting a new community recreation center on the property.

FAQ

- **How is feedback from the Winter Meetings being incorporated into the master planning process?**

The winter stage feedback will be consolidated and reported back to the City Council in March. All feedback from Spring 2022 through Fall 2022 is available on the City's website. These suggestions have informed the opportunities and constraints assessment stage. The meeting, stakeholder, and survey data from this stage will inform the concept planning occurring next. Not every suggestion can be accommodated into this project, but it is the City team's attempt to address the suggestions, consider them within the context of the planning, and present them to the City Council for their final consideration.

- **How did our input in the fall inform the development of the test sketches?**

The test sketches outline the two most land-intensive uses for the site – housing and recreation. All the suggestions and different possibilities suggested in the fall were exciting and highly relevant, and those will be incorporated in the next stage. It was premature to try to show them with the test sketches that isolate the potential tradeoffs between housing and recreation.

- **What is the breakdown of rent or ownership of housing products on the test sketches?**

Determining the breakdown of housing ownership is not appropriate at this point in the planning stage. Once the City Council makes their final determination on the Master Plan, market forces including supply, demand, and capital will influence the composition of housing products. When the City issues an RFP for developers, however, it can specify housing product goals and navigate the balance during the negotiation of development agreements.

- **What is the timeline for development? Can it be phased in?**

Yes, there is potential to phase the development over time. Most likely, any significant housing will be built out over a few years.

- **How will the City decide what is needed for recreation? How are we to know what rec needs exist? How will those determinations be made?**

The Montpelier Recreation Department and the Rec Board have been involved in the project planning conversations throughout the planning process and have contributed many recommendations. Ultimately, it will be the City Council's decision to choose the

final scope and scale of the recreation and community center facilities. At this critical phase, the results from the survey will help inform those final recommendations.

There is more work to be done, however, which may span into Phase 2 of the master planning process. One of the recommendations coming out of this phase may be to get a better sense of the utility of the recreational assets the City has already and the utilization of the school facilities. Additionally, the City may as well look for opportunities to optimize current recreation facilities and create efficiencies and better utilization of existing facilities so as not to overbuild at the Country Club Road Site.

- **What percentage of housing will be deemed “affordable?”**
That determination is premature at this stage of the planning. That being said, Montpelier lacks housing units affordable to consumers along the entire socio-economic spectrum. We need a little bit of everything to accommodate our housing needs. Once the final Master Plan is in place and we will begin discussing housing opportunities with developers, we’ll have a better sense of the price points for the various housing products.
- **Will there be a possibility to connect to surrounding roads? Will there be other entrances/exits in addition to Country Club Road?**
The City is actively exploring opportunities for additional access roads and trails to this property.
- **What will the housing look like?**
We won’t know for sure what the housing will look like until later in the planning process when the City is in active discussions with property developers.
- **Would the maximum housing scenario generate revenue for the City?**
Yes. Any housing development would most likely be on a subdivided piece of this property and that would become taxable. Even not-for-profit developers pay some sort of property taxes in most communities, which generates revenue to the City. This would offset the cost of any infrastructure developed by the City.
- **Would the maximum recreation scenario generate revenue for the City?**
It’s more difficult to predict what type of revenue recreation would generate, but most likely yes – a scenario with more recreation and a community center would likely yield operational revenue that could help offset City infrastructure cost or operational costs.
- **Will there be access back to the City’s downtown? What about transportation?**
Part of the next phase of planning will need to consider connections to abutting properties and the distance to downtown. Access and transit are two top planning considerations that will evolve as the usage and layout of the site become more defined.
- **Will the land be subdivided and sold or rented?**

If housing is planned for this site, it is likely to be subdivided and sold. The City will not be the developer of any housing and it is likely that private ownership of part of the property will result in more taxable value, which will help offset the cost of any City infrastructure.

- **What are the costs associated with the increased transportation and infrastructure use?**

The costs are unknown at this stage. As the planning progresses with known uses on the site and a clearer layout, the team can begin estimating costs. For this phase, the team will provide order of magnitude cost comparisons between options to provide a sense of scale for the community to consider in the larger decision-making process.

- **Will it include retail, grocery stores, etc.?**

That is unknown at this stage. If the desire of the community and City Council is to incorporate a significant housing component, it is likely that some small-scale commercial could be appropriate. There is not a demand for commercial space at this site and there is a decreased demand for office and retail space regionally. This will become clearer in the RFP process with developers who can propose the mix and balance of uses that is feasible in the marketplace, as well as fitting with the City's vision.

- **What are Montpelier's current housing needs?**

Like many communities throughout Vermont, Montpelier's housing needs are diverse. Montpelier is an aging community with annual growth rates of residents between 65 and 85 close to 15% over the last decade, the fastest growing cohort in the community. Montpelier households are very evenly split between owners (53%) and renters (47%) compared to Washington County (71% vs 29%) and statewide (73% vs 27%) respectively, with renters growing their percentage of households from 43% in 1990. The average size household has fallen from 2.62 in 1990 to 1.9 in 2020 with 78% of households comprised of 1 & 2 people. Compared to the number of bedrooms per household, 0-2 bedroom units make up 60% of housing units. The fastest growing family cohort based on income were families making \$150,000 or more between 2010 and 2021.

The average single-family residence has gone from \$277,000 in 2018 to \$409,000 in 2022. A remarkable increase pricing out many would-be buyers. Montpelier would benefit from a mix of housing products including affordable apartment units, and ownership housing products such as condos, duplexes, triplexes and some single-family units.

- **Will the existing buildings remain/be used in the new development and in the interim?**

As part of the Country Club Road master planning, the existing building will be evaluated for possible adaptive reuse. As part of the acquisition of the property, there were

several tenants leasing space in the existing building. There are two tenants currently and two office suites available for short term lease (2 years). It is the intention of the City to find tenants for the two office suites. The Community Services Department is also assessing some of the unused space for their programming. We will continue to evaluate the use of the building and how appropriate retaining it is, in the context of every development proposal throughout the planning process.

- **Why is the HUB not using the space now?**

The City has had active conversations with The Hub, and once it became decided that the City was going to purchase the property, there was concern about immediately turning over a portion of the property to a group without any opportunity for public input about what the City-owned public land would be used for. The City made a commitment to follow a rigorous public engagement process to decide how to use the land. The City Council voted and approved the opportunity to negotiate an agreement with the HUB, however the parties were unable to reach an agreement at that time. The Hub has been and continues to be one of the active stakeholder groups with whom the City is including in the master planning process.

Montpelier Country Club Road Site
FREQUENTLY ASKED QUESTIONS – SPRING 2023

Question: The survey asks the question “How would you rank your support for the Recreation and Community Facility to be located on the Country Club Road site?” What does “facility” mean?

Answer: The facility means the Recreation and Community building itself. The question intends to ask the community to rank support of the new Center to be located on the Country Club Road site.

Question: What is the process for decision-making? (Timeline – setting expectations about development)

Answer: In the spring stage, the City is asking for input on the survey (closing May 12, 2023) and the feedback from the public meetings plus these findings will be presented to City Council on May 24. The City Council will make a decision on the concept plan at that meeting and the consultant team will present the final Actionable Master Plan to the public and Council on June 28. This will conclude Phase 1 of the Country Club Road Master Planning process. The next steps recommended in this plan will take time and the process of building a partnership will be very dependent on the partner, the market conditions, and the scope of the development phase. The creation of new housing units is likely still several years away. Given the very pressing housing crisis and range of recreational needs in the community, it is imperative that the City proceed with intention, but also expediency.

Question: What will the Actionable Master Plan include?

Action: This “Actionable Master Plan” is a living document that will be used to guide the City in its next steps to advance the community’s goals for the site. The concept plan that will be incorporated sets a vision for the balance and scale of the uses on the property. The document itself is to be referenced to incorporate and recognize the community’s goals and to be used by the City and future consultants in next steps with due diligence, planning, and partnerships.

- **The document will include:**
 - **A summary of the process of the Phase 1 due diligence, community conversations, and concept planning**
 - **Recommendations such as advancing the Recreation and Community Zone process; continuing work on re-zoning; exploring a Growth Center designation expansion and pursuing a TIF District designation; forming a working group with Abenaki representatives and City stakeholders to find areas for Abenaki celebration, education, and recognition; exploration of transit solutions; further design and permitting due diligence; and creating subdivision plans.**
 - **Some of these steps will be concurrent, while some are consecutive, so the next work will occur in phases by a variety of team members and City stakeholders.**

Question: How does the Master Plan affect my tax bill?

Answer: At this phase of Master Planning, the money being spent in conducting due diligence is considered an economic development cost and is not associated with the \$2 million bond the community approved in support of the acquisition. The creation of a Master Plan does not encumber the City to any further capital improvements or bonding. Any expenditure on capital improvements that would impact residents' tax bills would require another City-wide vote.

Question: This property isn't currently zoned for housing. How will this all be feasible?

Answer: Zoning Districts can be changed through an amendment process. The Planning Department and Planning Commission generally make at least one set of zoning amendments every year and most have at least one district change. The Planning Department staff are currently putting together this year's revisions and will wait for the conclusion of this Master Plan process to make zoning district changes at CCR that would allow the project to be implemented. For example, the lower areas could be either Mixed Use Residential or Riverfront (like Barre Street) depending on final plans. The upper residential areas may be Residential 3000 (like Loomis Street) or Residential 6000 (like College Street). Once a zoning district proposal is agreed upon, it should take about 2-3 months to go through all the hearings and make those changes official.

Question: Why not stop the road in the flat section of the property and increase density of housing at the bottom of the site, leaving the upper part for recreation and open space?

Answer: The community feedback during the winter stage identified housing as a preferred use in most of the buildable areas. We also heard that a second egress to the site, either over to Sabin's Pasture or up to Town Hill Road, was desired because it would provide better accessibility to the downtown. Feedback and survey results from the winter stage of this process supported housing development in the upper part of the property to minimize the visual impact upon first entering the site. That being said, if a private partner housing developer can achieve higher density while mitigating the visual impact and achieving the other goals of the Actionable Master Plan, the City would consider this as an alternative to the concept selected and included in this first phase.

Question: Why do the three concepts provide between 184-292 units?

Answer: During the winter stage of this process, the community most favorably supported Test Sketch C, which had a balance of this range of housing density and recreational uses on the site. It's essential to remember that the concept plan is simply a vision and illustrative part of the Master Plan. The final land plan will be established when a development partner or partners are selected, and proposals are reviewed by City Council.

Question: How did the team arrive at the estimated costs for the housing infrastructure?

Answer: The estimates for the infrastructure to support the housing development within the City's property boundary include sidewalks, trails, water and sewer lines, and roads, including a possible

connector road to an abutting property. The sources of these estimates varied by type of construction – some came from the design team’s database and some came from the City’s Department of Public Works.

Question: [Tax Increment Financing \(TIF\)](#) seems to be a large possible funding source. What is the likelihood of the City getting a State designation?

Answer: The process of getting a TIF District is lengthy and rigorous. There is no guarantee that Montpelier could get a new TIF District designation from the Vermont Economic Progress Council (VEPC). That said, with appropriate planning and with a suite of viable private development projects that require significant public infrastructure to be feasible, there is a good likelihood that a district encompassing this property could meet the criteria. A precursor to this designation is appropriate zoning and the expansion of the Growth Center designation. While many factors would be out of the City’s control in obtaining this designation, Montpelier is an important place to incentivize growth and there is great potential in applying this economic development tool in this community.

Question: You say that the housing will be built by a developer. What kind of development partner could the City choose?

Answer: Because the City is not in the business of developing housing itself, the consultants’ recommendation will be to create subdividable lots for the housing and issue a Request for Proposals (RFP) to form a public-private partnership. This could be formed with one or more entities – private developers, non-profit developers, institutions, or organizations such as Downstreet Housing & Community Development, for example. Who will be the most viable or aligned partner for the City at the time will be a decision to be made by the City Council at the time.

Question: What kind of market analysis has been done for this level of housing?

Answer: There has been no formal housing market analysis during this phase. However, the VT Housing Finance Agency found that 30,000-40,000 new housing units are needed statewide to close the housing gap. Applying a straight per capita formula, Montpelier would need 300-400 units to affordably and appropriately house its residents. That is a minimum, given that Montpelier is also the State capital and a regional growth area. A more specific assessment of the market will be done by the development partner when making a proposal for development at this site, which will address the needs that are particular to the community at that particular time.

Question: What kind of due diligence has been done for the feasibility and constructability of the site?

Answer: The City first commissioned Stone Environmental to complete a Phase I Environmental Site Assessment which was completed in April of 2022. The Phase I ESA identified two recognized environmental conditions; two aboveground storage tanks (gasoline/diesel) and historical use of herbicides and pesticides. The recommendations were to monitor the tanks and conduct additional soil analysis. In the fall of 2022, the City’s consultant team led by VHB environmental scientists, evaluated the natural resources (including wetlands, streams, rare plant species, and natural communities). VHB also conducted a traffic assessment, evaluating access, traffic volumes, the

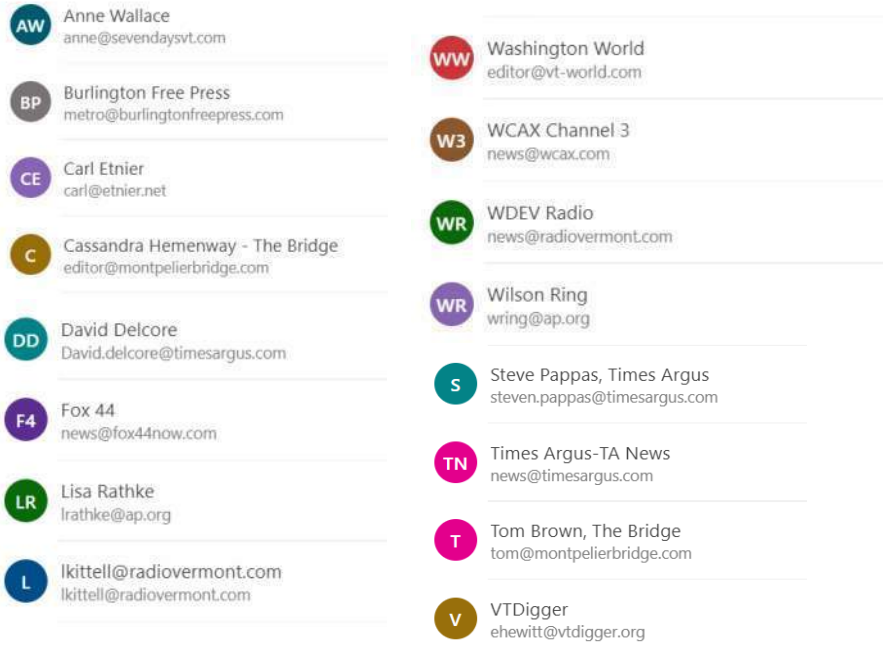
intersection, and transit. An Archaeological Resources Assessment by Crown Consulting identified six sites within the property boundaries that are not proposed to be impacted by any of the concept plans proposed. The existing building was evaluated by Black River Design to determine its possible reuse for recreational and community uses, which is being considered in the parallel process for the Recreation and Community Zone programming.



Appendix G

Public Engagement Materials

Communication Channels

<p>Press Release On 4/17/2023</p>	 <p>AW Anne Wallace anne@sevendaysvt.com</p> <p>BP Burlington Free Press metro@burlingtonfreepress.com</p> <p>CE Carl Ethier carl@etnier.net</p> <p>C Cassandra Hemenway - The Bridge editor@montpelierbridge.com</p> <p>DD David Delcore David.delcore@timesargus.com</p> <p>F4 Fox 44 news@fox44now.com</p> <p>LR Lisa Rathke lrathke@ap.org</p> <p>L lkittell@radiovermont.com lkittell@radiovermont.com</p> <p>WW Washington World editor@vt-world.com</p> <p>W3 WCAX Channel 3 news@wcax.com</p> <p>WR WDEV Radio news@radiovermont.com</p> <p>WR Wilson Ring wring@ap.org</p> <p>S Steve Pappas, Times Argus steven.pappas@timesargus.com</p> <p>TN Times Argus-TA News news@timesargus.com</p> <p>T Tom Brown, The Bridge tom@montpelierbridge.com</p> <p>V VTDigger ehewitt@vtdigger.org</p>
<p>City Newsletters</p>	<ul style="list-style-type: none"> • Montpelier Senior Activity Center - 4/14 • Montpelier Recreation Newsletter
<p>WDEV Party Calendar & Morning News Service</p>	<ul style="list-style-type: none"> • Submitted on 4/17, broadcasted all week
<p>Email Updates via Notify Me subscribers list</p>	<p>Sent on: 4/18, 4/26, 5/1, 5/8</p>
<p>Front Porch Forum</p>	<p>Posted on 4/18, 4/20, 4/28, 4/30, 5/1, 5/2, 5/5, 5/8</p>
<p>Facebook</p>	<p>Posted on 4/17, 4/24, 5/1, 5/2, 5/3</p>
<p>Community Networks</p>	<ul style="list-style-type: none"> • Committee Chairs > Committee members • Montpelier Public Schools via May 3rd newsletter • CAN Coordinators: Gallison Hill, Colonial Drive, & Barre St.
<p>Local Media Coverage</p>	<ul style="list-style-type: none"> • Times Argus – 4/27, 5/1 • The Bridge – 4/20, 5/10
<p>Meals on Wheels</p>	<p>75 MSAC Meals on Wheels recipients</p>
<p>Polco Email Notification - Survey</p>	<p>Spring 2023 Country Club Road Survey – Invitation emailed to 400+ Polco subscribers on 5/1</p>

Flyer	Date
Montpelier Housing Authority	Josh – On-going
Downstreet Housing	Josh – On-going
Montpelier Alive! business distribution list requesting they post in storefronts	4/13
Westview Meadows/Gary Residence	4/17
Downstreet Housing & Community Development	4/17
VT State Housing Authority	4/17
Committee Chairs	4/18
City Hall bulletin board & info table	4/18
City Council/DeptHeads/City Hall/Employee List	4/18
Capital Grounds Café bulletin board	4/18
Rec building on Barre St.	4/18
City Place bulletin board	4/18
Central VT Adult Ed. Bulletin board	4/18
Walgreens window	4/18
Skinny Pancake bulletin board	4/18
Rabble Rouser bulletin board/window	4/18
Meals on Wheels & Survey	4/20
3,200 copies sent in quarterly water bills	4/21
KH Library bulletin board	4/24
Capstone Community Action	4/27
HM Co-Op bulletin board	4/27
Schools (HS, Middle, El.)	4/19 & 5/9

Engagement

Public Engagement Meetings

Strategy: Review Concept Designs & Glean Feedback

- **1st (Onsite) Saturday, April 29th at Country Club Road**
 - Approx attendance: 45
 - City Staff & Project Team: 5
- **2nd (Hybrid) Wednesday, May 3rd at Montpelier City Hall & on Zoom**
 - Approx attendance: 10 in-person, 18 on Zoom
 - City Staff & Project Team: 4
- **3rd (Virtual) Monday, May 8th on Zoom**
 - Approx attendance: 22
 - City Staff & Project Team: 5

Summary Video

Strategy: Josh & Stephanie Introduce Phase 1 Spring Stage and Review the Project Timeline

- Posted on 4/24/2023
- 9-minute video presenting the timeline for reviewing the Master Planning process, where we are in the process, and what's to come.
- Shared on YouTube & Facebook

Spring 2023 Survey

Strategy: Engage with Spring Stage Materials & Gauge Support for the Location of the Rec/Community Center Facility

- Open May 1st through May 12th
- 248 total responses
- Survey created using the City's Polco survey platform
- Requires respondents to register for a confidential Polco account
- Answers are anonymous and user information is not shared with anyone



Country Club Road Site Master Planning Process Spring 2023

Timeline

Fall 2022
Vision

Winter 2023
Direction

Spring 2023
Phase 1
Complete

June 2023
Decision

Phase 1 Spring Stage Feedback Needed!

The project team is creating three conceptual designs that will be presented to the City Council in May. At this time, we are looking for feedback from the public and the Council on these final concept designs. The design chosen by the Council will evolve into the Actionable Master Plan and mark the transition into Phase 2 of Master Planning. We want your thoughts! Here's how to engage with this project:

Review the Concept Plans

3 design concepts and cost estimations

Attend a Meeting

April 29th 10:00am – 12:00pm @ 203 Country Club Road

May 3rd 5:00pm - 7:00pm @ City Hall & on Zoom

May 8th 12:00pm – 2:00pm. on Zoom

Take the Survey

Opens May 1st! Available on the website

Can't make it to the meetings?
Want to share your thoughts
another way?
Reach out!

Josh Jerome

Community & Economic
Development Specialist

jjerome@montpelier-vt.org

Links & More Info

Find all the ways to engage on our website!
You can also sign up to receive email
updates about this and other City projects.



www.Montpelier-vt.org

Sign up for Notifications
on our website!

Spring 2023 Country Club Road Survey Results Memo

Evelyn Prim

Thursday, May 18, 2023

Overview

Launched: May 1st, 2023 - Closed at 11:59 pm on May 12th, 2023. Total # of Respondents = 248

Questions

#1

Are you a resident of Montpelier?



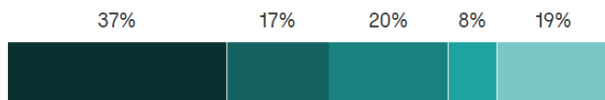
#2

How would you rank your support of each concept for inclusion in the Phase 1 Actionable Master Plan?

Question	1st Choice - Most Support	2nd Choice - Moderate Support	3rd Choice - Least Support
Concept A	48%	21%	31%
Concept B	14%	52%	33%
Concept C	25%	15%	60%

#3

How would you rank your support for the Recreation and Community Facility to be located on the Country Club Road site?



Results

The first question asked respondents to self-identify whether they were Montpelier residents and 92% (227) chose Yes compared to 8% (21) who chose No. The second question asked respondents to rank their support for each of the three concept plans for inclusion in the Actionable Master Plan. This question used a Likert scale to rank preferences for each concept. Concept A received the most *1st Choice – Most Support* votes at 48%, Concept B received the most *2nd Choice – Moderate Support* votes at 52%, and Concept C received the most *3rd Choice – Least Support* votes at 60%.

The third question asked respondents to rank their support for the Recreation and Community Facility to be located on the Country Club Road property on a scale of (1 *Least Favorably*) to 5 (5 *Very Favorably*). A plurality of respondents (37%) voted in favor (5 *Very Favorably*) of locating the Recreation and Community Facility onsite at Country Club Road. A combined total of (5 *Very Favorably*) votes (37%) and (4 *Somewhat Favorably*) votes (17%) reach a majority in favor at 54%.



Learn More

Josh Jerome

Community & Economic Development
Specialist

jjerome@montpelier-vt.org

Montpelier-vt.org

Sign up for "Notify Me" email updates!

Project Development Community Meetings

203 Country Club Road

Formerly the Elks Lodge Property



Join the City of Montpelier and help plan the future of the property at 203 Country Club Rd!

The City of Montpelier and our master planning consultant, White + Burke Real Estate Advisors, will be holding three community feedback sessions this fall. The first session will be held in person and on-site at the 203 Country Club Road property. A brief presentation will be made by White + Burke about the master planning process, followed by Q&A and then a "Walk and Talk" with small groups to explore the property and discuss development opportunities. Join us at one of the three meeting times and share your thoughts, ask questions, and help us grow Montpelier!

Seating is limited, so please **RSVP** for the **October 15th On-Site** meeting here:

<https://tinyurl.com/yck4r5db>

**Saturday,
October 15th**

When: 1pm - 3pm

Where:

On-site at the former Elks Lodge,
203 Country Club Road

**Wednesday,
October 19th**

When: 6:30pm - 8pm

Where:

Memorial Room,
Montpelier City Hall
& Online via Zoom

**Thursday,
October 27th**

When: 12pm - 1pm

Where:

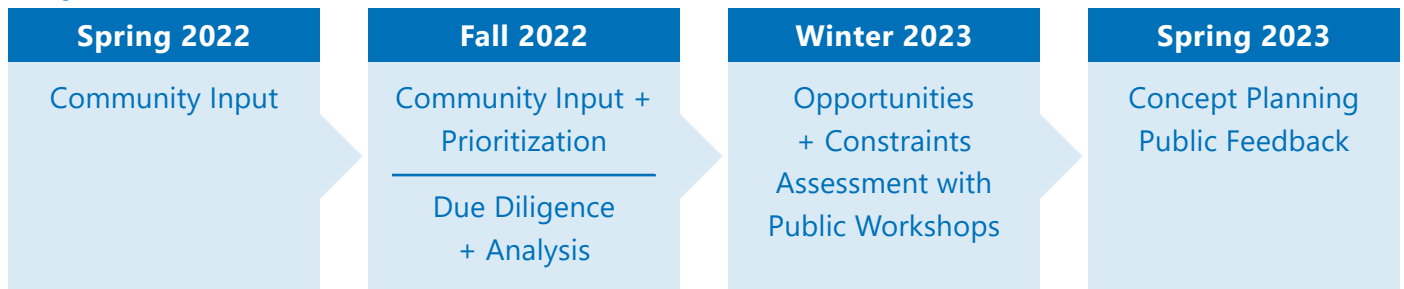
Online via Zoom



**THE
COUNTRY CLUB
ROAD SITE**

Master Plan Community Input

Project Timeline



Following the City's purchase of the Country Club Road Site in Spring 2022, the Master Planning team is continuing the community conversation and soliciting feedback for potential uses. Input to date has covered many possibilities, including a range of housing, recreation, conservation, and educational opportunities. The City and Planning team would like to hear from you! **Please share your thoughts, ask questions, and help us grow Montpelier.**

After site due diligence is complete, the team will return to the public for a series of workshops and other feedback opportunities to consider the site's opportunities and constraints. Based on the feedback and Council guidance at that time, the team will present 2-3 concept scenarios with development pathways. These will be discussed with the community and ultimately be developed into an Actionable Master Plan.

Stay up to date on the project with email updates, on social media, and in the regular Bridge article.

Sign up for
email updates at:
Montpelier-vt.org

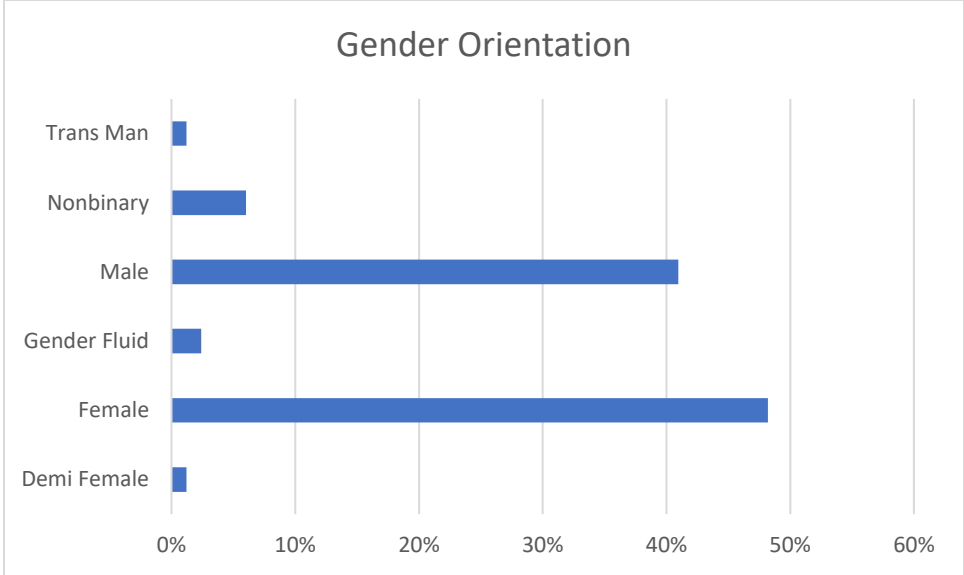
Other ideas and priorities? Questions?

Please send to:

Josh Jerome, Community & Economic Development Specialist
jjerome@montpelier-vt.org • (802) 223-9507

Country Club Road Project High School Survey (83 responses)

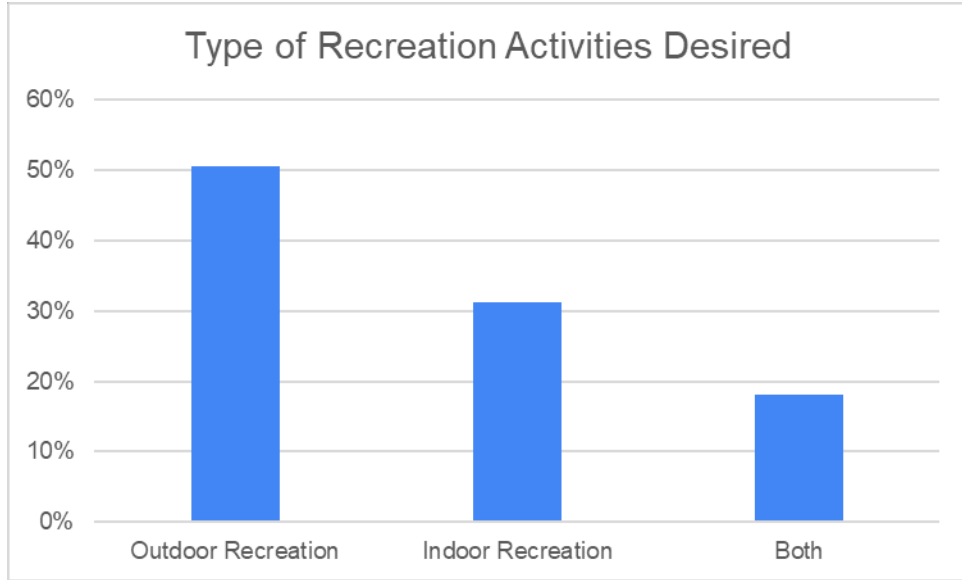
1. What gender orientation do you associate with?



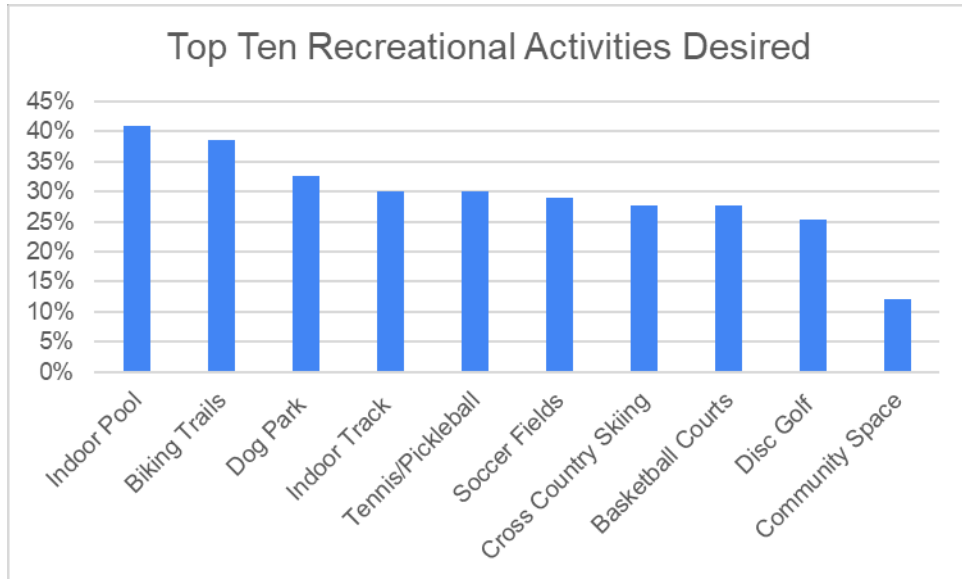
2. What recreation areas do you use in Montpelier? (ex. Montpelier pool, Rec center basketball courts, Mountaineer field tennis courts, etc.)



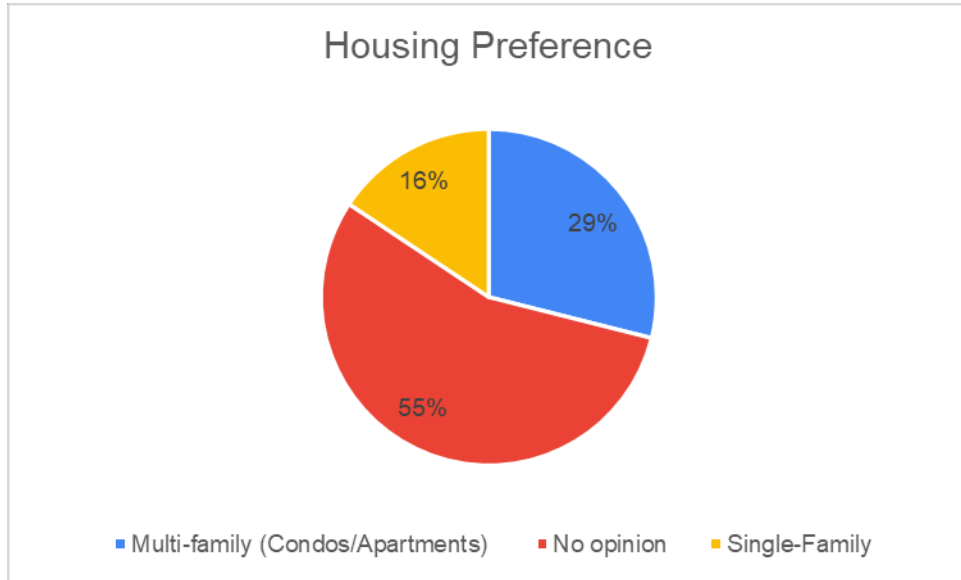
3. What recreation services and activities would you like to see at the Country Club Road site?



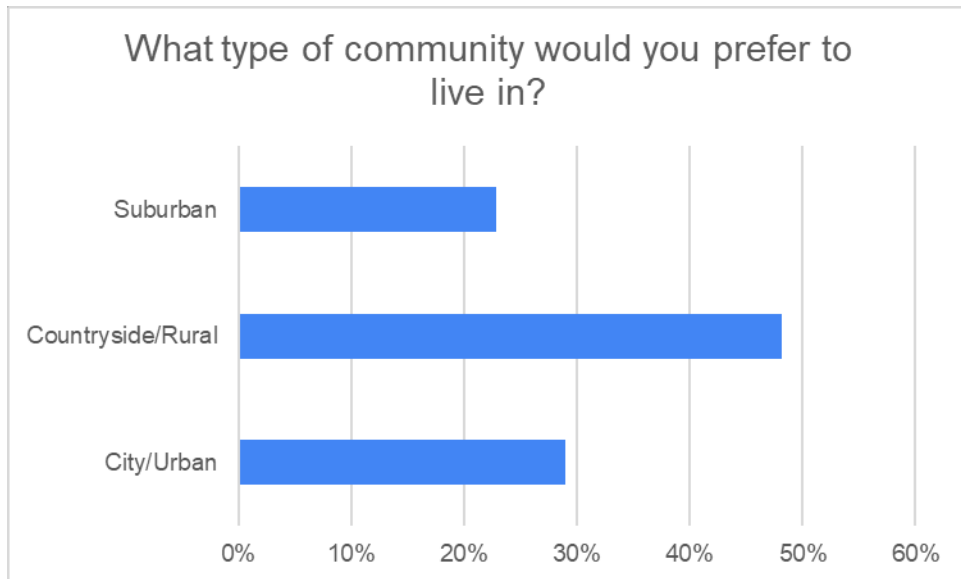
4. Would you be interested in seeing any of the following on the property? (Recreational uses)



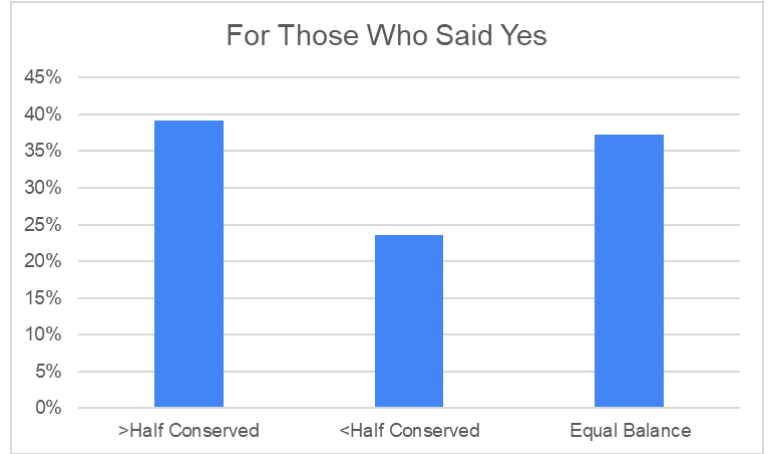
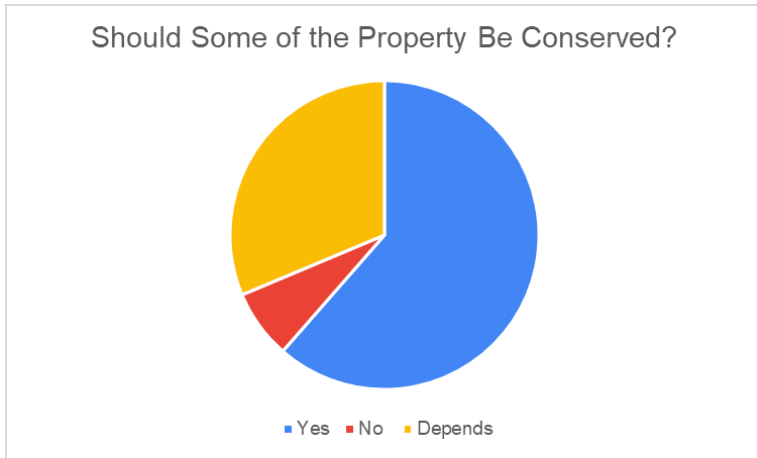
5. Do you have any preference for the type of housing that might be available on the Country Club Road property?



6. What type of community would you prefer to live in?



7. Do you think some of the property should be kept as conserved space? If yes, how much?



8. What transportation options do you use to get around Montpelier? Check all that apply.





Country Club Road Site

Winter 2023 Community Meetings

We're gearing up for the next phase of the Country Club Road Site Project Master Planning process!

In the next series of public engagement meetings, we invite the public to review the site evaluation results and understand the property's development and use potential. Test sketches of the site will be available on the City's website by January 19th. All three meetings will follow the same format and will present the same information. Choose the date and time that work best for you and RSVP at the link below. We hope to see you there!

Can't make it to the meetings? There are lots of other ways to learn more and get involved!

Go to <https://www.montpelier-vt.org/31/Community> and click on the link for the Country Club Road Site for other input opportunities, or reach out to Josh Jerome at the contact info below!

- ▶ Saturday, January 28th - 10:00am - 12:00pm @ 203 Country Club Road
- ▶ Thursday, February 2nd - 6:00pm - 8:00pm @ Montpelier City Hall & on Zoom
- ▶ Thursday, February 9th - 12:00pm - 2:00pm on Zoom

Please RSVP here: <https://polco.us/MontpelierVT>

More Info	❄️ Winter 2023 ❄️	Connect with Us!
<p>Can't make it to the meetings? Have questions or comments? Reach out!</p> <p>Josh Jerome Community & Economic Development Specialist Email: jjerome@montpelier-vt.org</p>	<ul style="list-style-type: none"> ✔️ Review site due diligence ✔️ Evaluate test sketches of buildable areas ✔️ Discuss uses and layouts ✔️ Develop concept scenarios 	<div style="text-align: center;">  <p>Sign up for Notifications on our website! Montpelier-vt.org</p> <div style="display: flex; justify-content: space-around;">    </div> </div>



Country Club Road Site Master Planning Process Spring 2023

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Review the Concept Plans, Costs, and the Video

3 design concepts and cost estimations on the website

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Open May 1st - 12th

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Josh Jerome

Community & Economic
Development Specialist

jjerome@montpelier-vt.org

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Country Club Road Site

Winter 2023 Master Planning

Input needed!

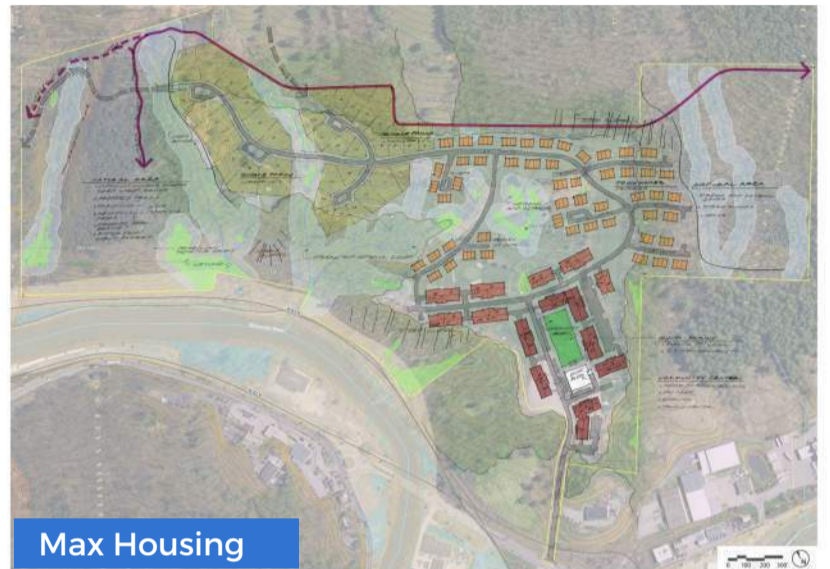
What is your vision for the mix of uses for this site?

ABOUT THE PROJECT

Now that we know the site characteristics and limitations, it's time to evaluate how we can accommodate the various uses.

Based on the community's input this fall, the consultant developed three test sketches showing the broad spectrum of possible scales for the two most desired uses: housing and recreation.

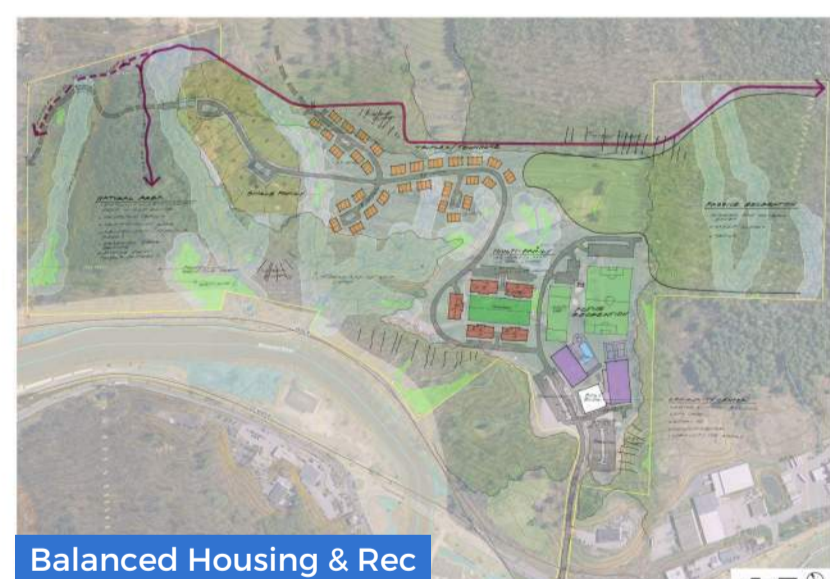
This phase is about offering **DIRECTION** (not a decision) to guide the process to the next phase of concept plans. At this stage, we want your thoughts on how the City should create an optimized development plan that addresses multiple priorities.



Max Housing







Max Recreation



Balanced Housing & Rec

HOW TO ENGAGE

-  Attend a Public Engagement Meeting
-  Watch a Short Video
-  Review the Test Sketches
-  Take the Survey



MEETINGS & MORE INFO

www.Montpelier-VT.org

Access all the ways to engage on our website!

Scan the QR Code or go to montpelier-vt.org and click on the 'Community' tab at the top, then click on the link to the Country Club Road Site Property Development.

Meetings

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QUESTIONS OR COMMENTS

Josh Jerome
Community & Economic
Development Specialist
Email: jjerome@montpelier-vt.org



Appendix H

Community Feedback Summaries

HOUSING – ALL TYPES

- Housing should be connected to public transit and the bike path
- Mixed use homes, smaller than the huge expensive homes that are often built. 1200-2000 sq. ft.
- Being clear about what “affordable” means
- Dense rental housing (i.e. Burlington Co-Housing)
- Inclusive of people with a variety of economic backgrounds and accessible to people with disabilities
- Look at Champlain Housing Trust model – new project in Hinesburg
- Look at “Agrihoods” (example: ARIADenver) – built in phases with large mix of housing product, agricultural uses, and commercial area.
- Connect to Sabins Pasture – make sure housing product types complement one another.
- City put requirements about % of affordable units
- Include transitional housing units
- Do not include single family home lots- stop urban sprawl
- Not easily walkable
- In addition to townhomes, there could be apartments over the shops (like the French block). There is room for small park-like green spaces and bike/pedestrian paths. I believe there are better locations for the rec center that and would strongly support housing-centered development.
- City should own and manage all housing for a number of years to insure all warranties have been met and operations are well established. Then, condo.

RECREATION OPTIONS

- playgrounds, walking trails and sledding hills

- cross country skiing
- space used for soccer fields and a park for kiddos- a public park that parents can access all day long – not enough flat fields/pieces of City land
- YMCA type facility. Both for Athletics and daycare
- The definition of recreation to be broadened beyond sports. I would like to see a flourishing arts program included in the recreation center. Most people acknowledge that the population is aging and the arts are something for all ages.
- An indoor swimming pool for young adults, senior citizens and for children who are in physical therapy due to sports injury (like Stowe)
- Montpelier as a recreation center – this site as a connector of many existing rec opps and adding therapeutic pools, etc.

ENVIRONMENTAL PROTECTION

- Minimal new development, primarily close to Routes 2 and 302. Oppose the residential development in the current open spaces and woods, except those areas adjacent to existing roadways, buildings, and the parking lot. Maintain recreational uses (trails for walking, hiking, mountain biking, cross country skiing; as well as playground, sliding hill, etc.) and a community garden/orchard, and preserve its natural habitats. Plus indoor recreational area by the Hub, another non profit, or the City.
- Natural habitat inventory for flora and fauna before decisions made. Protect natural features where appropriate.
- Permit people to enjoy natural features of the land until future development.
- Ensure housing is energy efficient. Maybe district heat?
- Paramount to start this process with a comprehensive site analysis that includes its current status for building, the extent of its current wildlife, and an understanding of its provenance.

POOL FACILITY

- Folks have reiterated their desire for an indoor pool
- Include a pool in the Rec Facility- quoted the Burlington Y as an example
- Look at revenue streams from competitive swim events as funding mechanism

QUESTIONS ABOUT THE HUB;

- I would have asked how much memberships will cost and where those monies will go - directly to The Hub or a percentage to the City.

AGRICULTURAL OPTIONS

- Lease options for long-term use by farmers, specific request was for fruit tree farming
- Include community farm plots

OTHER

- Reusing the property as an elementary and middle school campus with trail network, and UES and MSMS be repurposed as affordable housing and/or daycare?
- Facility for temporary classroom /academic space while all the schools in Montpelier undergo hazmat remediation - which is inevitable once school building testing starts in the SOV. PCBs, lead in water, etc. will be found in all the schools. Eventually this facility can serve as a community center - or converted to more housing.
- Do Not: subdivide the parcel into individual single family home building lots; no more suburban sprawl! subdivide and sell to a developer to create housing - this parcel is being paid for by the people of Montpelier and the City needs to maintain control to serve the people of Montpelier.

RETAIL

- Include some street level retail options for the development

PROCESS

- Hold several meetings held at the land with tours of it if possible
- Involve the Norwich School of Architecture in the planning
- You described a geological study and utility capacity assessment but nothing about all the environmental analysis, design and permitting that will run into many thousands of dollars (and consume all that time that we regularly accused of mismanaging). Deer yards, wetlands, etc., and storm water alone could break the bank with design, permit and operational costs. This on top of civil, landscape and architectural consulting costs and talking big money. Act 250 will lead into hefty legal costs too. All of this may be a good negotiating point for the purchase as you begin to tally the costs. Got to be in the 1/4 million range at the least barring No appeals and competent

consultants who know what the all-powerful regulatory people want. At least no railroads up there or anything historical.

- Several participants last night voiced an issue that I now believe might well supersede the imagining and voicing of our individual dreams: The need for a site analysis... Once we have a handle on the assets and limitations the Elks Club land offers, then we may all be in a better position to realistically construct our dreams.
- Present an overview of constraints & opportunities. Hold listening sessions. Form a coalition. Draft a plan and disseminate widely, giving adequate time for feedback. Incorporate into final plan.
- The agenda was arguably a good example of putting the cart before the horse. The horse being an analysis of the site and its capacity to deliver any of the goodies in the cart. I think we will need to contract with a "horse" if you will, to do that work, as it is too much to ask of the city planners.
- The City will need an excellent design team of architects and engineers. Design will provide all solutions to the technical and program needs of the project that gets decided on. The City will need a very experienced clerk or owner's representative in order to manage the process.

Heard most often....

- Multi-family, smaller units with accessibility are of most important
- Integrated housing product with mix of price points
- Integrated recreation and housing

HOUSING

- Highest density here to make significant dent in housing gap *and* spread out cost of infrastructure over many units
- Social, racial, and economic justice IS climate justice – housing is fundamental and part of the climate change solution.
- No or minimal single-family units
- Smaller units and smaller single-family footprints – high demand for single residents, smaller families, and downsizers
- Must require energy efficiency, renewables, etc.
- Clustered housing around community uses and spaces (including comm gardens, if environmentally feasible)
- Consider accessory agricultural uses to address food insecurity
- Consider co-housing, senior and assisted living, housing for workers/staff to regional businesses, Americorps volunteers specifically

RECREATION

- Importance of indoor field space for kids and adults
- Retain trails as much as possible throughout / in & around housing
- Local and regional importance of cross-country ski trails, indoor tennis courts
- Recreation fields and center should not be here, but closer to center of town
- Co-locating recreation and community center here would anchor site and add a lot of appeal for the housing units

SITE PLANNING

- Show connections to the downtown
- Address transportation and transit solutions appropriately scaled to proposed housing density
- Consideration for next phase: study noise from highway impact to any buildings on ridge
- Consider emergency services and adjacent road upgrades in build-out and scale
- Provide for best practices along property lines for abutting properties
- Planting specifications for any development should prohibit invasive species
- Commercial uses should only be accessories to housing and/or recreation – small scale

Spring Stage 2023

Meetings held on April 29, May 3, and May 8 each included a period for questions, answers, and feedback. The majority of the input from the community came in the form of questions – some attempting to clarify and some intending to elicit further conversation. The questions and input are captured here and organized by topic. Responses were given at the meetings and some within the FAQs provided on the City’s website.

PHASE 1 PROCESS Comments & Questions

- What are the conclusions to be drawn from the survey results?
- Can’t respond to the survey without engineering information.
- Denote demographic data by town when presenting survey results and analyze results by residency.
- Appreciation for City’s efforts for best public planning practices.
- Is there a survey that I can take to document myself as a disabled Vermonter in need of an affordable house?
- What are examples of similar projects where we’ve succeeded? Other developments to showcase and provide useful context?
- Maps seem inconsistent with labeling wetland/buffer zone between concept C & B. How does this affect U32 trail?
- How are Abenaki/indigenous communities being incorporated in City Council decision-making?
- Asking for clarification on “the Council will be making a decision” -> What does this mean?
- We, the public, are asked to make a decision without knowing the cost. Are we putting the cart before the horse?
- Concerned about publicity & registering with Polco.
- How many “unique” members of the public are involved in the public meetings?

FUTURE PLANNING & MASTER PLANNING PHASES Comments & Questions

- Please consider bus service between the CCR site and downtown
- Can the property be configured as “downtown” to be exempt from Act 250?
- As things progress, are there any constraints to the density? How does this impact potential developers? How much leeway would they have?
- Vehicular connections: who are the abutting property owners? Can their land be used for a new road?
- What’s the *how* and *when* for housing? Where in the process do those decisions get made?
- Beware “the developer” language. Instead, emphasize plurals – “developers”, “stakeholders”, “partners”, “partnerships”
- Will the infrastructure be phased in or be built first before housing?
- To whom in the City should I send grant opportunities?

- Thanks for doing a great job!
- I support the rec field onsite at CCR, but not the rec *building*. How should I vote on the survey?
- My wife has a property abutting CCR – would like to use connections to the adjacent property.
- At what point does the developer come in?

CONCEPT & SITE PLANNING Comments & Questions

- Are we talking about an actual building in the CCR Rec zone?
- About 3 different concepts: talk about how the team came to the parameters of the designs.
- What is the roadway access plan? What about the railroad? Other roadway connections?
- Can potential roads and transportation infrastructure be integrated into the Master Plan?
- Check with the fire dept. about the ability to accommodate 5 stories.
- Concerned about engineering studies for buildings further up on the ridgeline: how can we make a choice when we don't know the actual costs?
- Concept A showed a surplus – would an increase in units increase the surplus?
- Is there a reason the Rec zone is one solid parcel? Why is it not split into smaller lots?
- Where would the 2 proposed connecting roads go?
- What will the state require to connect to Route 2?
- Will the existing trees be preserved in all 3 concept plans?
- One thing stands out: how similar all 3 concepts are.
- Tell me about the idea of the “traffic light” or roundabout.
- How will they get to and from if people do not have a car?
- Earlier on “verticality” was a desire. Concerned about 5-story buildings and their impact on the environment. Is it possible to achieve a similar minimal environmental impact with shorter buildings? Is there a way to balance the need for housing density + environmental impacts + economics?
- Concerned about the lack of inclusion of “possible” traffic light to make it a comparable cost to concepts.
- Can there be more community garden space than what is depicted on the concept plans?

RECREATION-SPECIFIC Comments & Questions

- Are we working with the school to discuss the impacts of users on the trails? Won't housing and roads interfere with XC skiing?
- Rec center: I think it's essential the rec center stay in the “heart” of Montpelier for many reasons. Suggestion: open up space at the rec field on Elm St. Move fields up to the CCR site
- What is the status of the City's other rec (Ballard & King) study?
- Will the road lessen the size of the Rec Zone? Will 12 acres be big enough?
- Will the rec zone need sewer/water infrastructure? Why is it located at the entrance of a site?

HOUSING-SPECIFIC Comments & Questions

- How did you get to the 1-bedroom number estimates? Why are there more 1- and 2-bedroom units and not more?
- What happened to the 500+ unit model?
- Is it too late for the site to only have housing?
- How would the properties be managed/owned?
- Have you estimated the need for affordable housing in Montpelier?
- I do not believe housing should be on this property; the cost will ultimately come out of the residents. Not suitable for housing because the distance of bedrock is too thin. Can't put a road in steep areas; takes money – who will bare this cost? The best way to have affordable housing is to have a site with lower buildable costs. There is no alternative for people to choose affordable housing. I have a better site: Terrace St. Back of development – The City would need to use Eminent Domain to take it.
- Ideas for the impact on affordability – consider tiny homes. Recommends exploring creative/innovative solutions to housing problems.
- Is it possible to for ~300 units of housing to be built on a smaller footprint, closer to the entrance to lesson the extension of the infrastructure across the site?
- Houses in Europe are mostly townhomes – glad townhomes are represented in the concepts. Suggests building face south to maximize solar benefits (warm courtyards, etc.)
- How is the City able to ensure low-income communities on the property?

COSTS & FINANCING Comments & Questions

- In financial projections, did the City assume the infrastructure costs?
- What is the likelihood of the State granting a TIF District for this project? Can we start the TIF process now?
- Can we incorporate geothermal as a potential funding source?
- Is the cost balance in Concept A coming to \$0 realistic?
- Do per-unit costs go up with higher cost per unit?
- Thinking about the costs: would be nice to have an analysis of how the costs would change if you only built the first segment. By the time you get to the end of the road, will these homes cost more?
- How does the layout of housing/design shift the costs?
- Would the taxes from the site burden the new residents of the site?
- What is the cost range per unit? What's the cost range to purchase a unit?

OTHER Comments & Questions

- Clarifying: the HUB has been in talks with the City since before the bond passed. We would like to have a presence up on this property – ideally with the rec dept. onsite, but not exclusively/necessarily. HUB's goal is to provide complementary rac facilities.
- Opportunity to add a local store onsite?



Appendix I

Housing Committee

Presentation

Montpelier Housing Profile

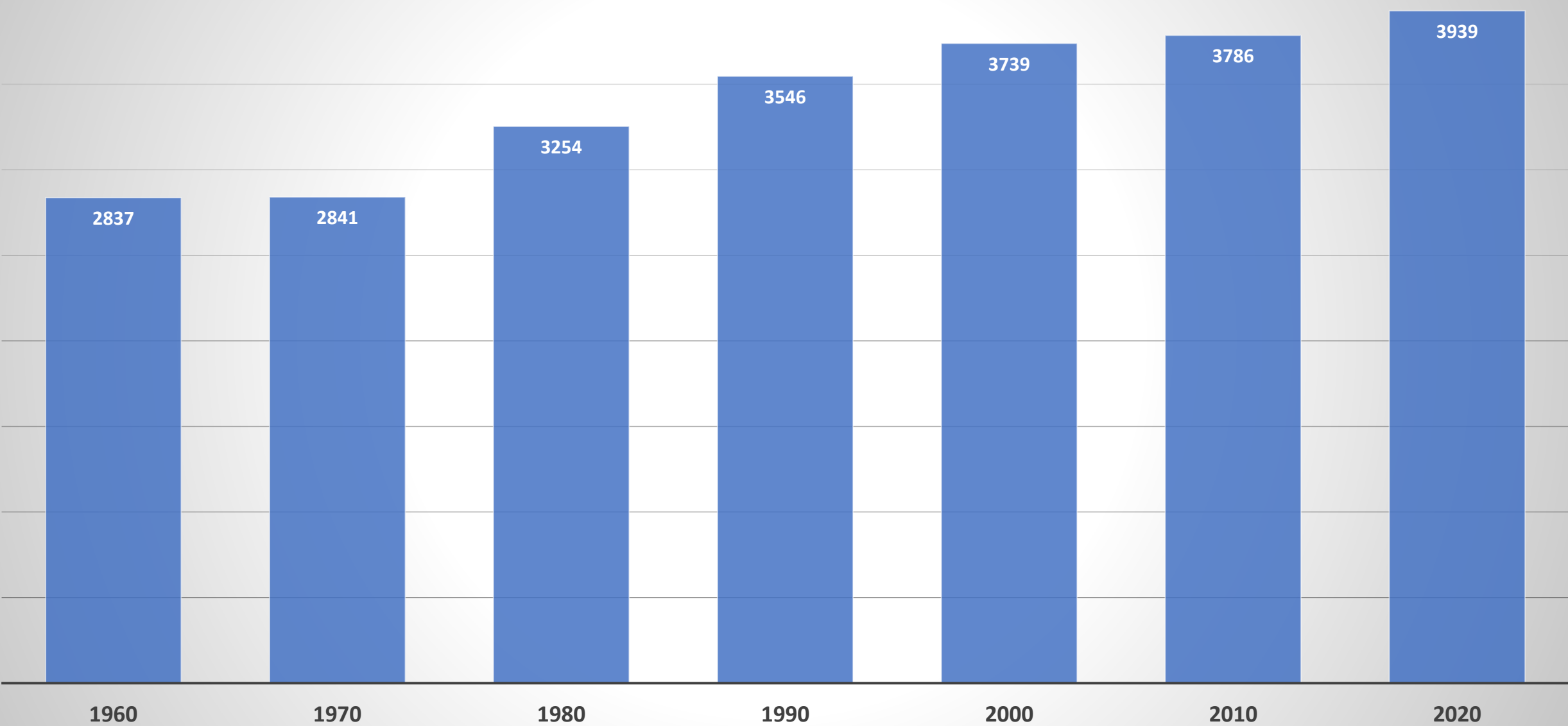




Households: Refers to the person (or one of the persons) in whose name the housing unit is owned or rented or, if there is no such person, any adult member, excluding roomers, boarders, or paid employees.

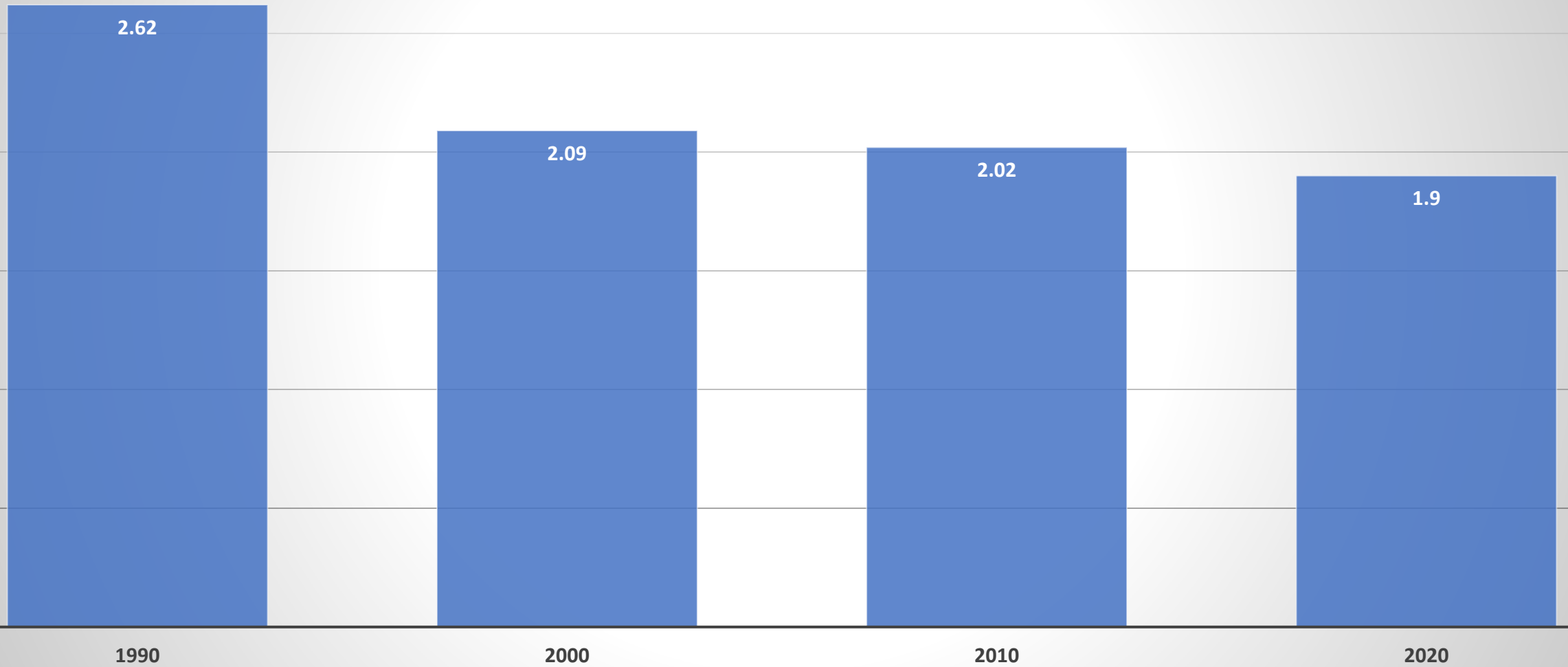
Housing Unit: Is a house, an apartment, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters.

Estimated Number of Households

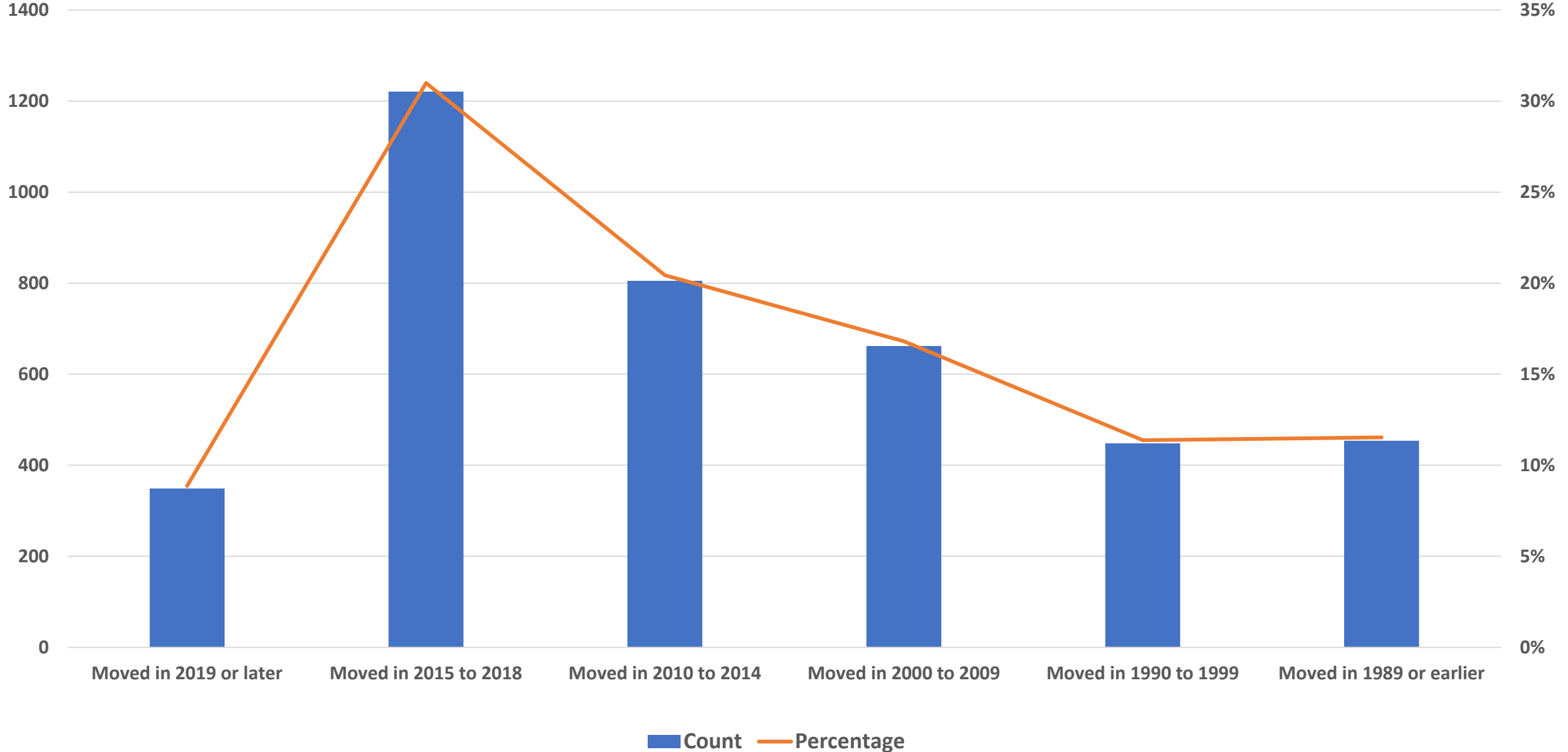


Source: U.S. Census Bureau American Community Survey 2016-2020 5 year estimates, U.S. Decennial Census (for years ending in zero)

Average Household Size



Year Householder Moved into Unit



Source: U.S. Census Bureau, 2017-2021 ACS Survey 5-Year Estimates

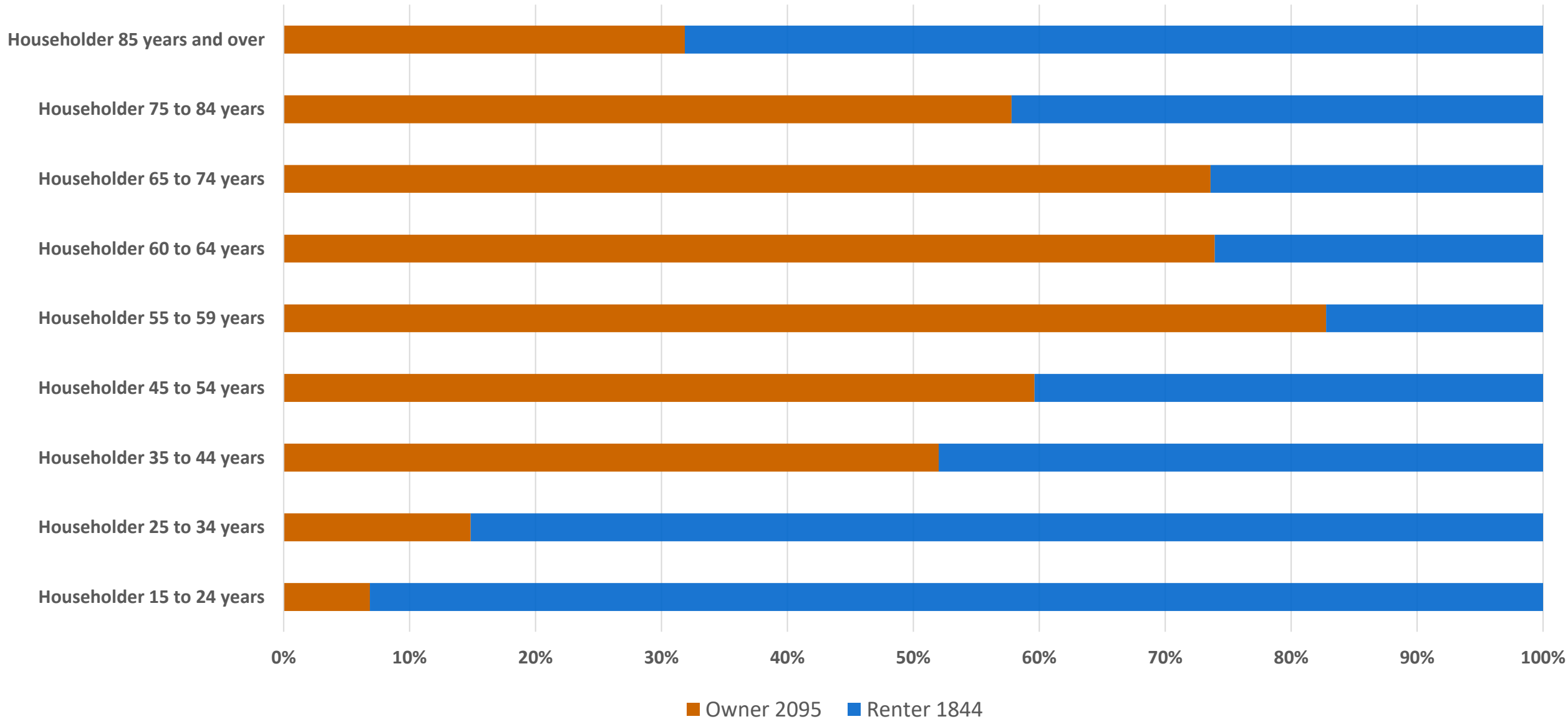
Owners

2095

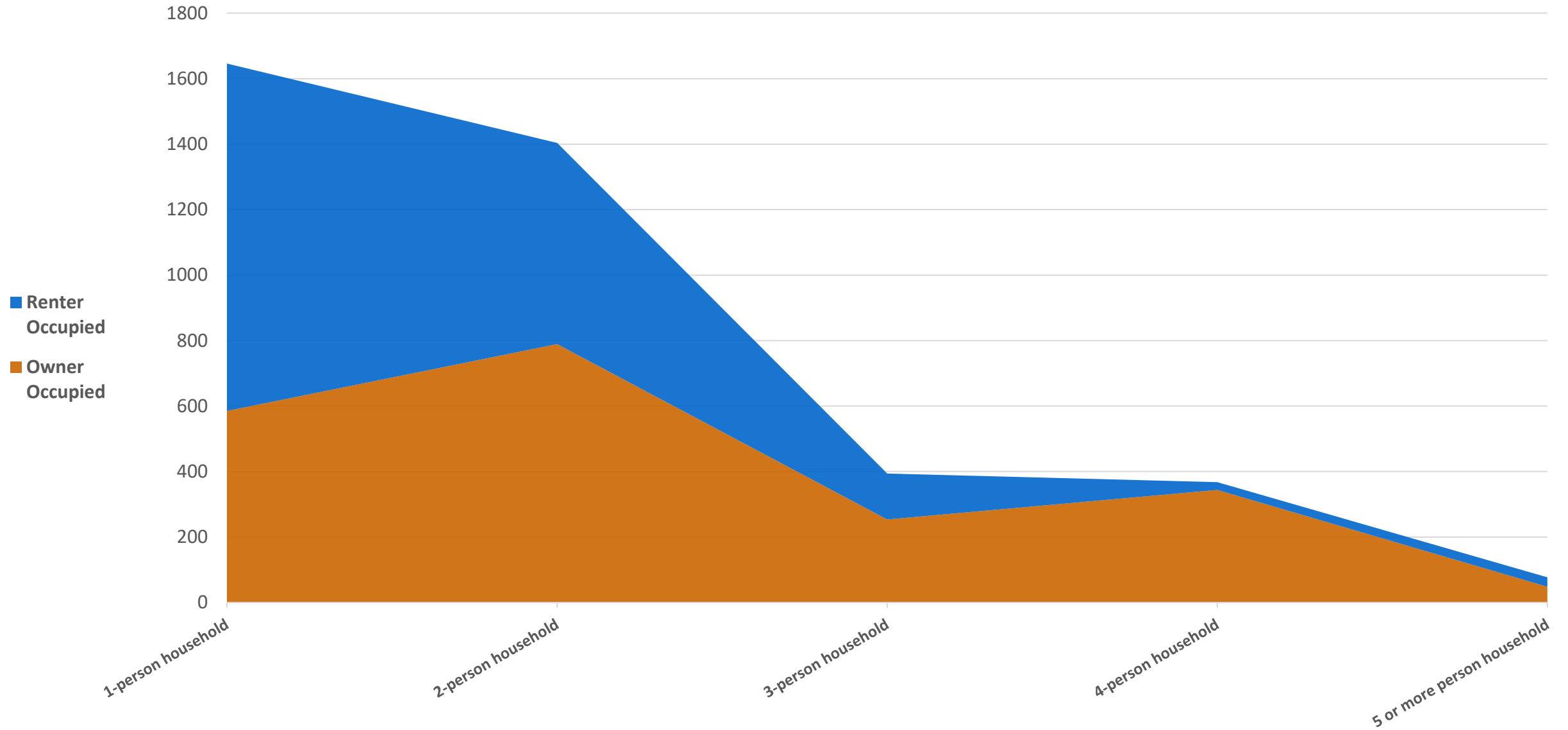
Renters

1844

Owner & Renter Households



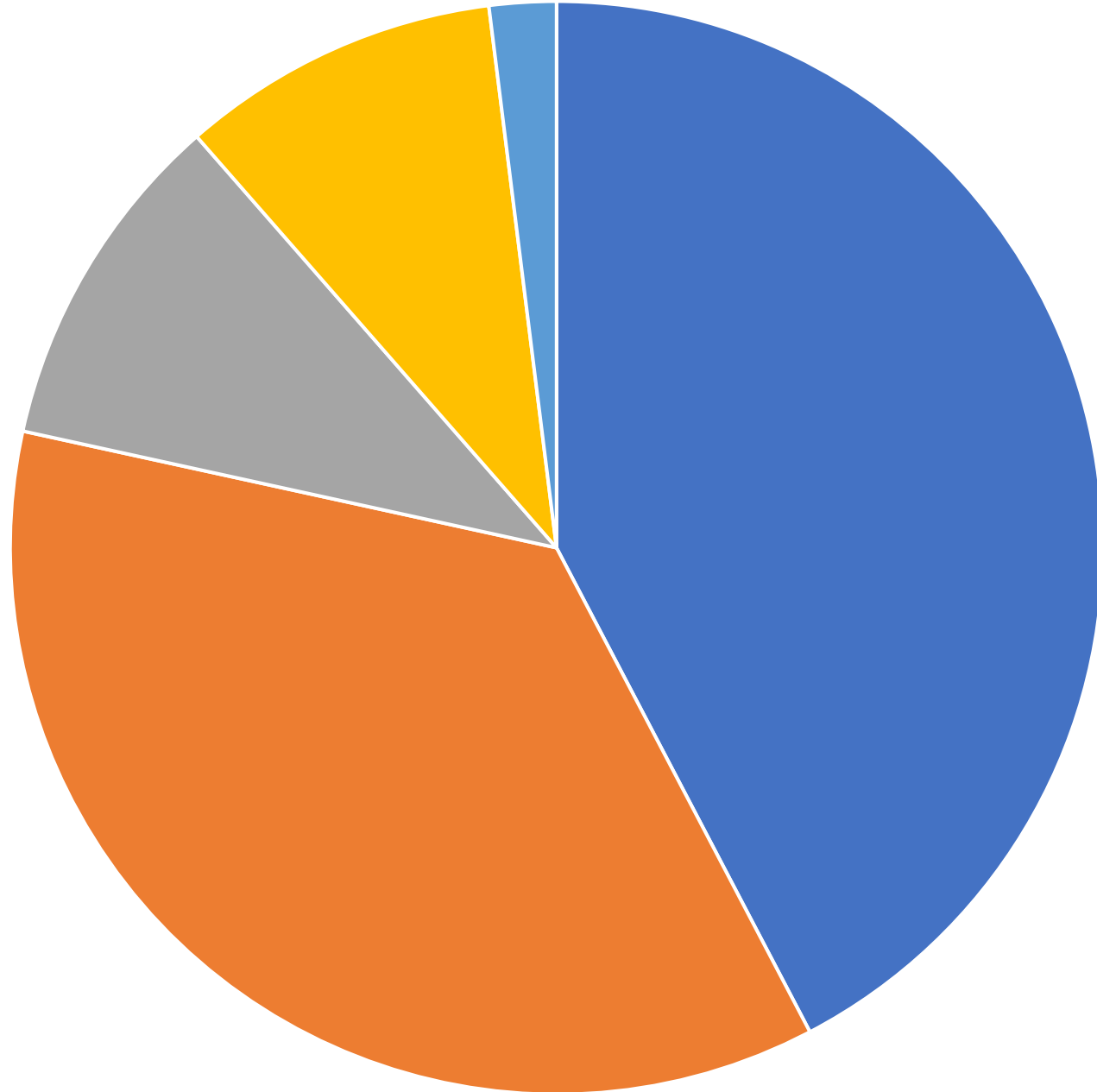
Owner & Renter Household Size



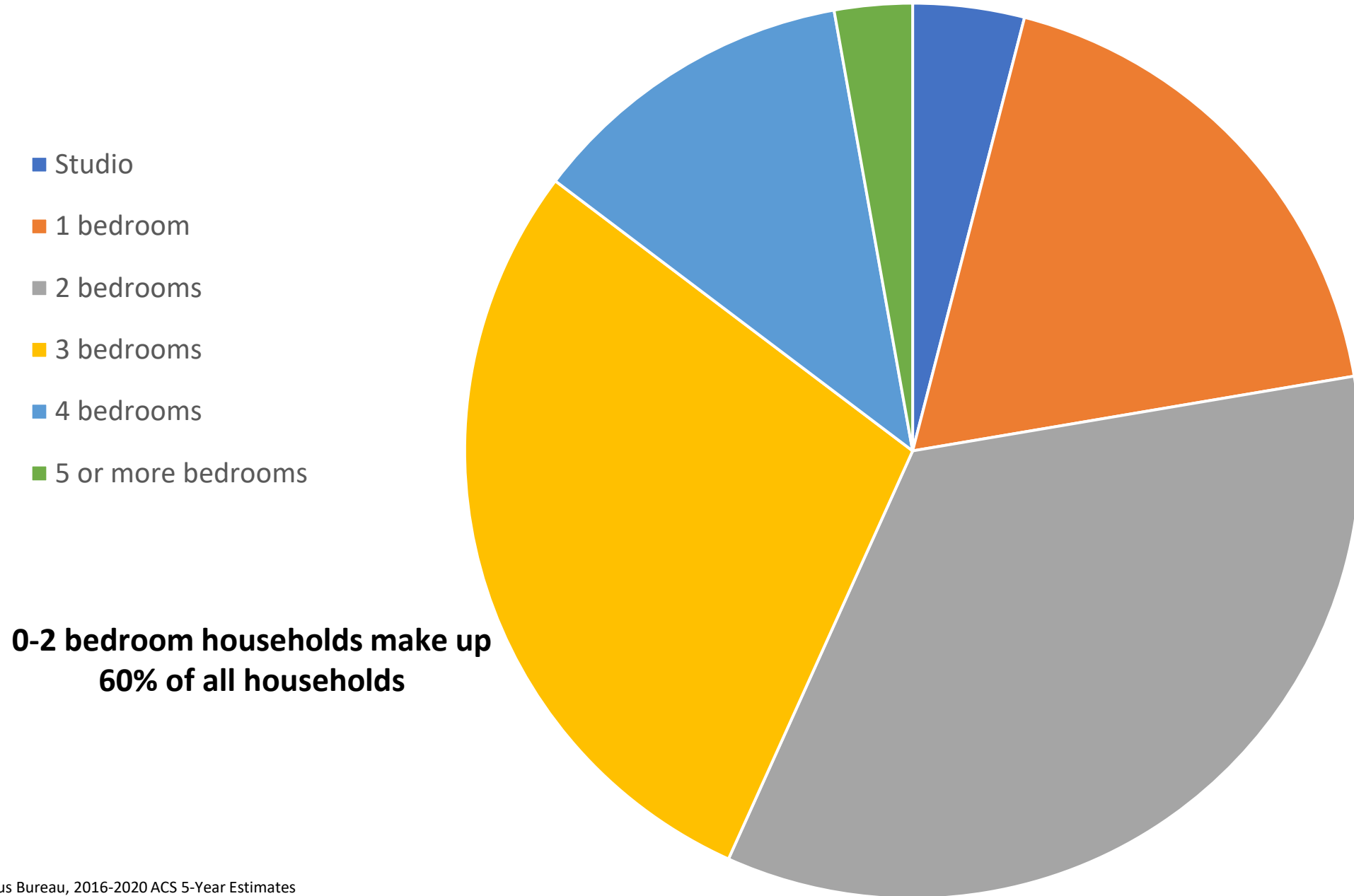
Tenure By Household Size

- 1-person household
- 2-person household
- 3-person household
- 4-person household
- 5 or more person household

**1 & 2-person households equal
78% of All households**



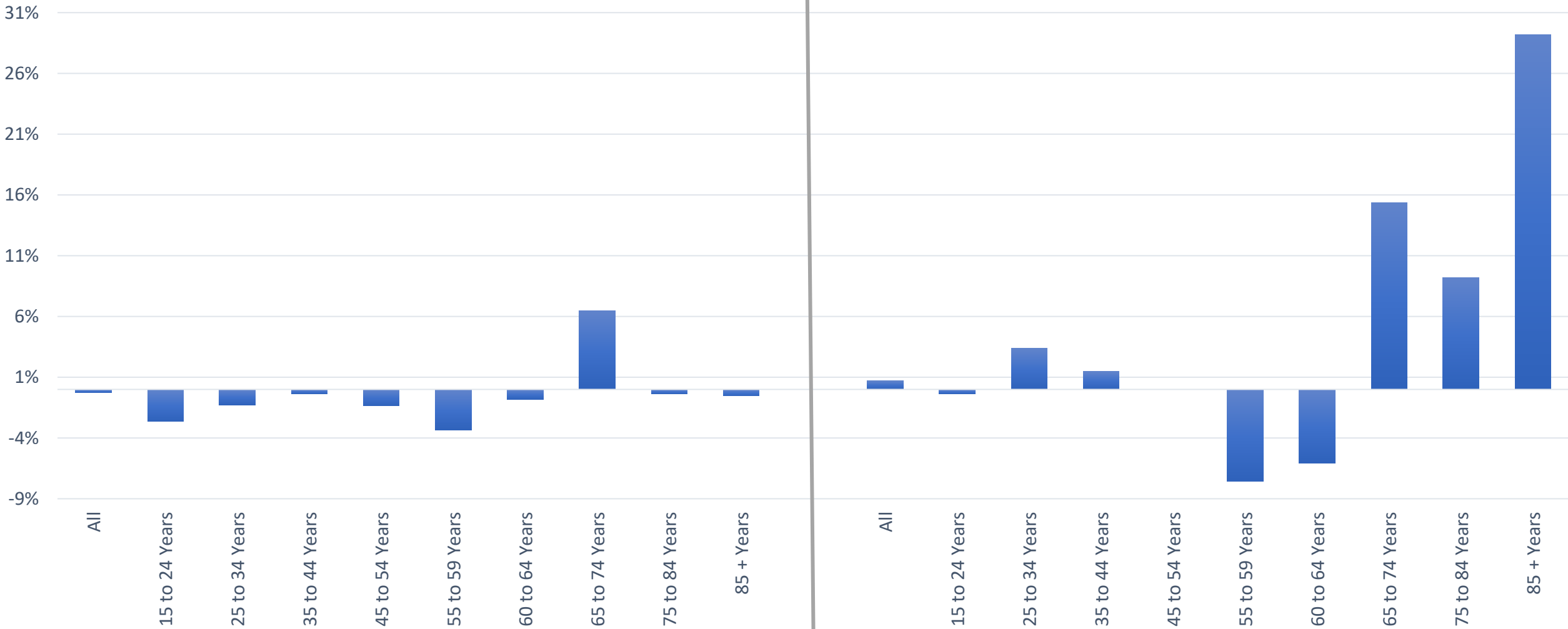
Number of Bedrooms Per Household



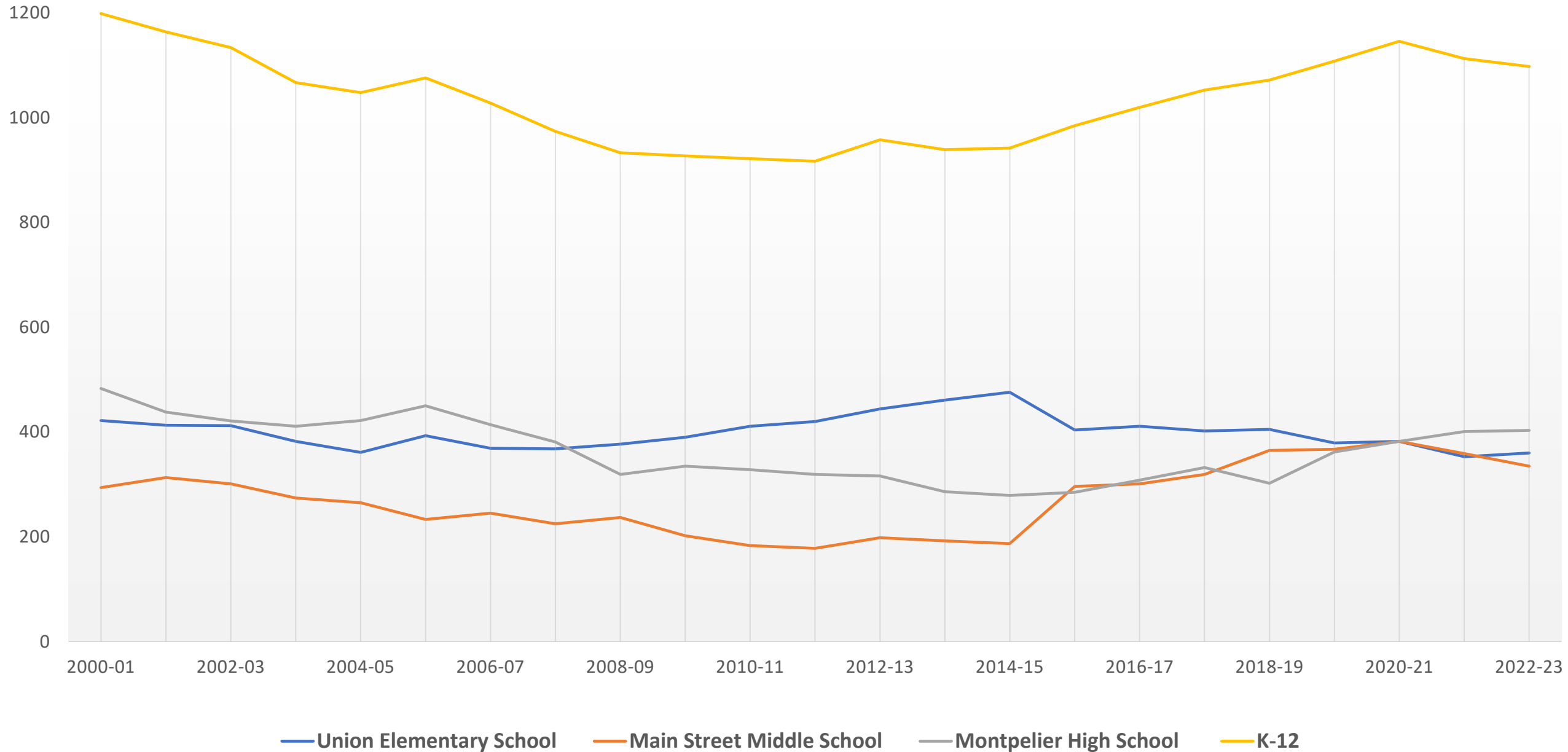
Average Annual Growth Rate of Householders since 2010

Owners

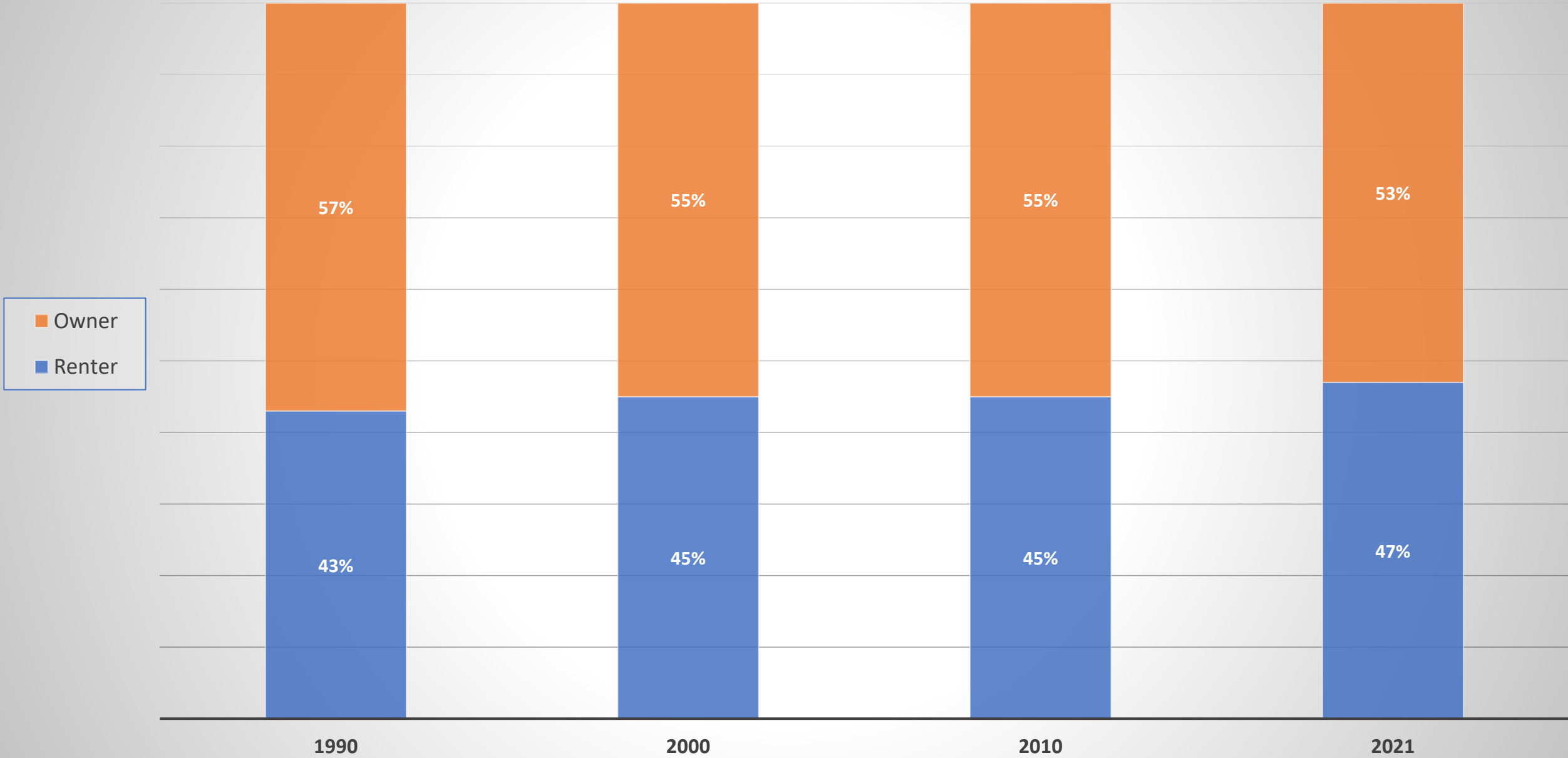
Renters



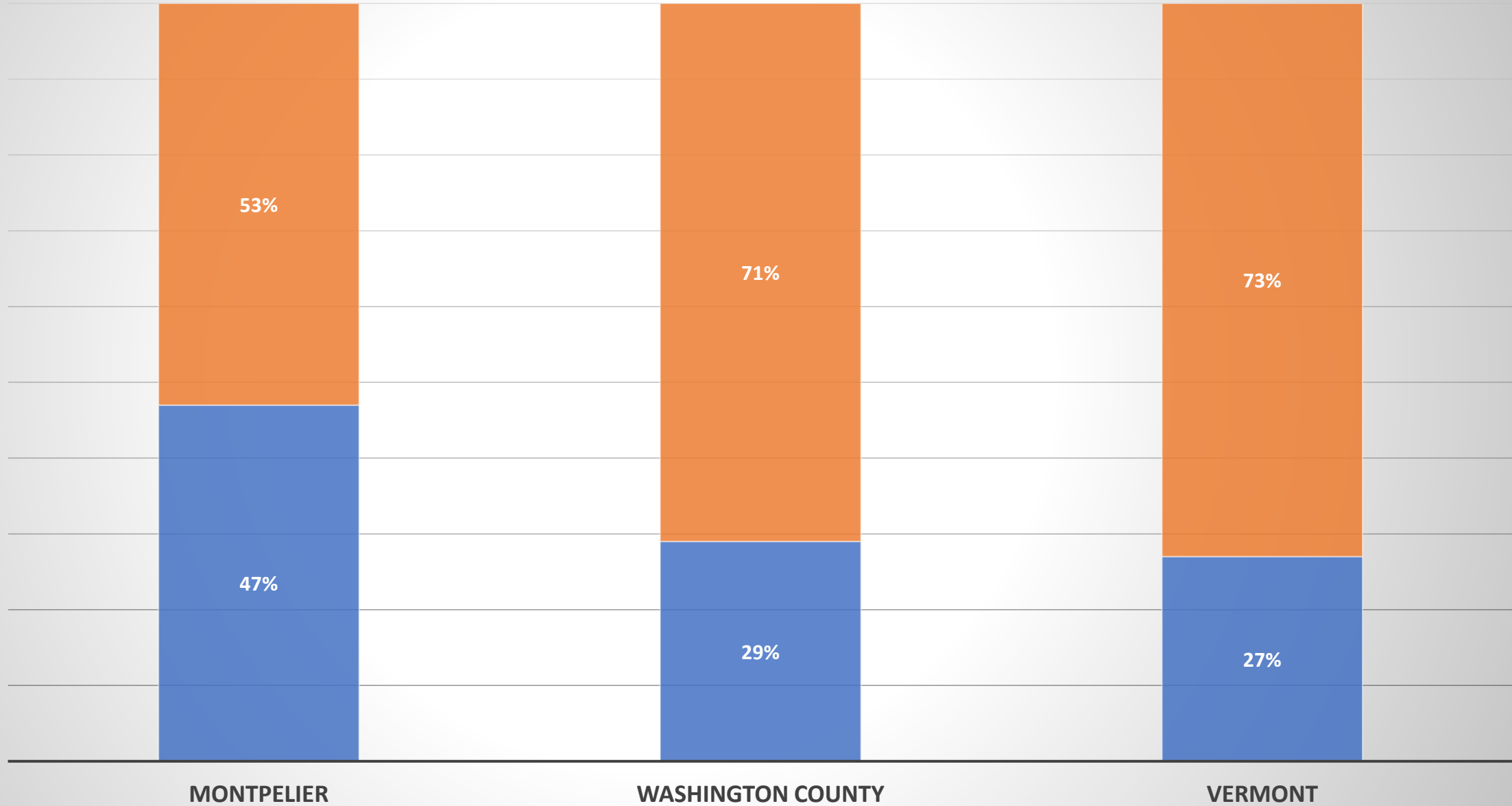
Montpelier Student Body Population Between 2000-Present



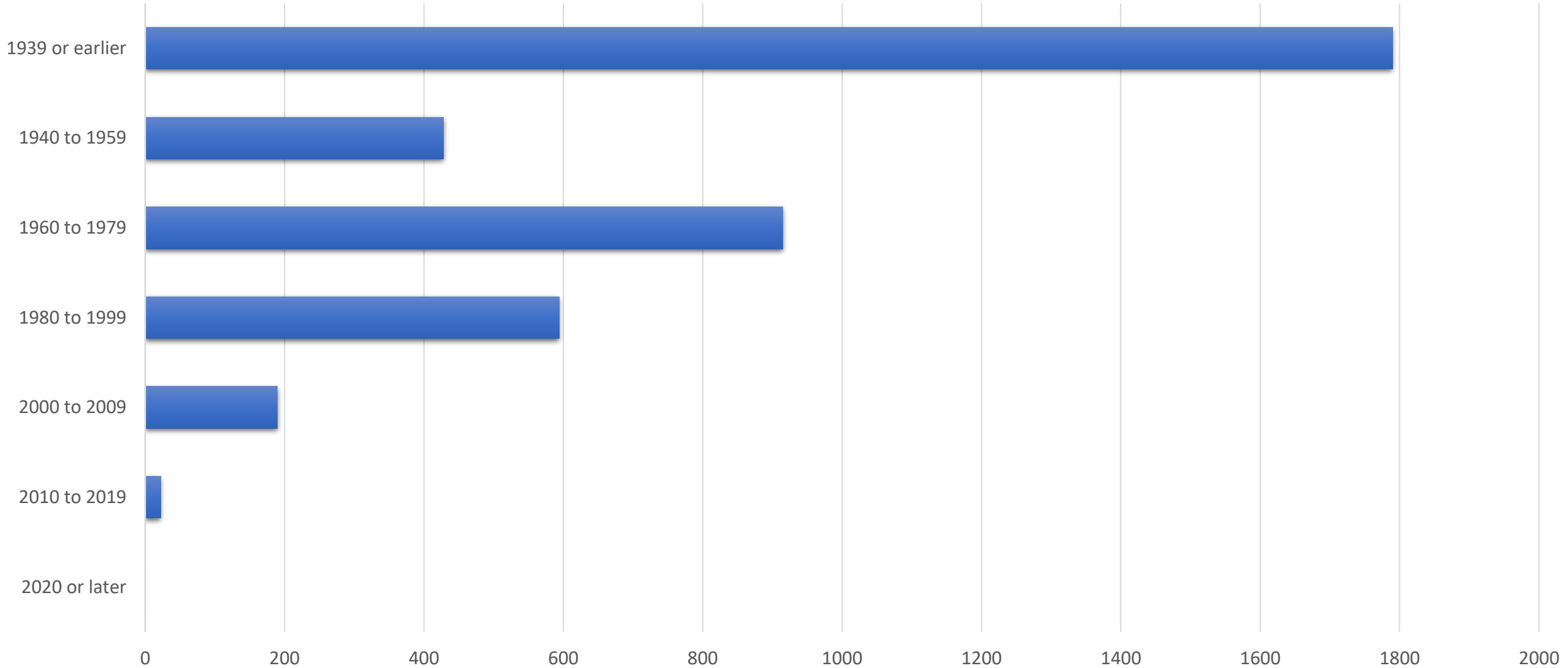
Owners & Renters Between 1990-2021



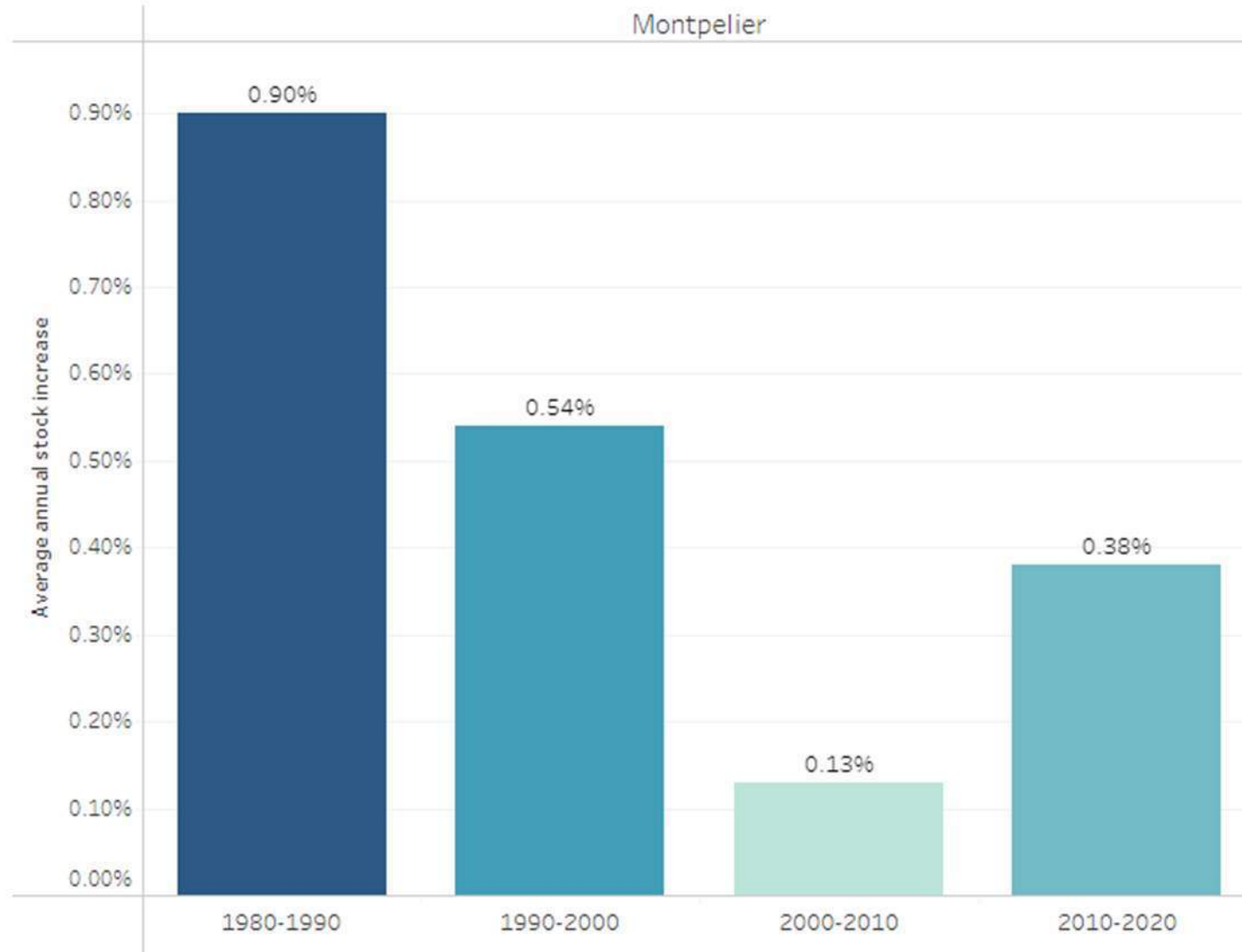
Owners & Renters, 2021



Year Structure Was Built



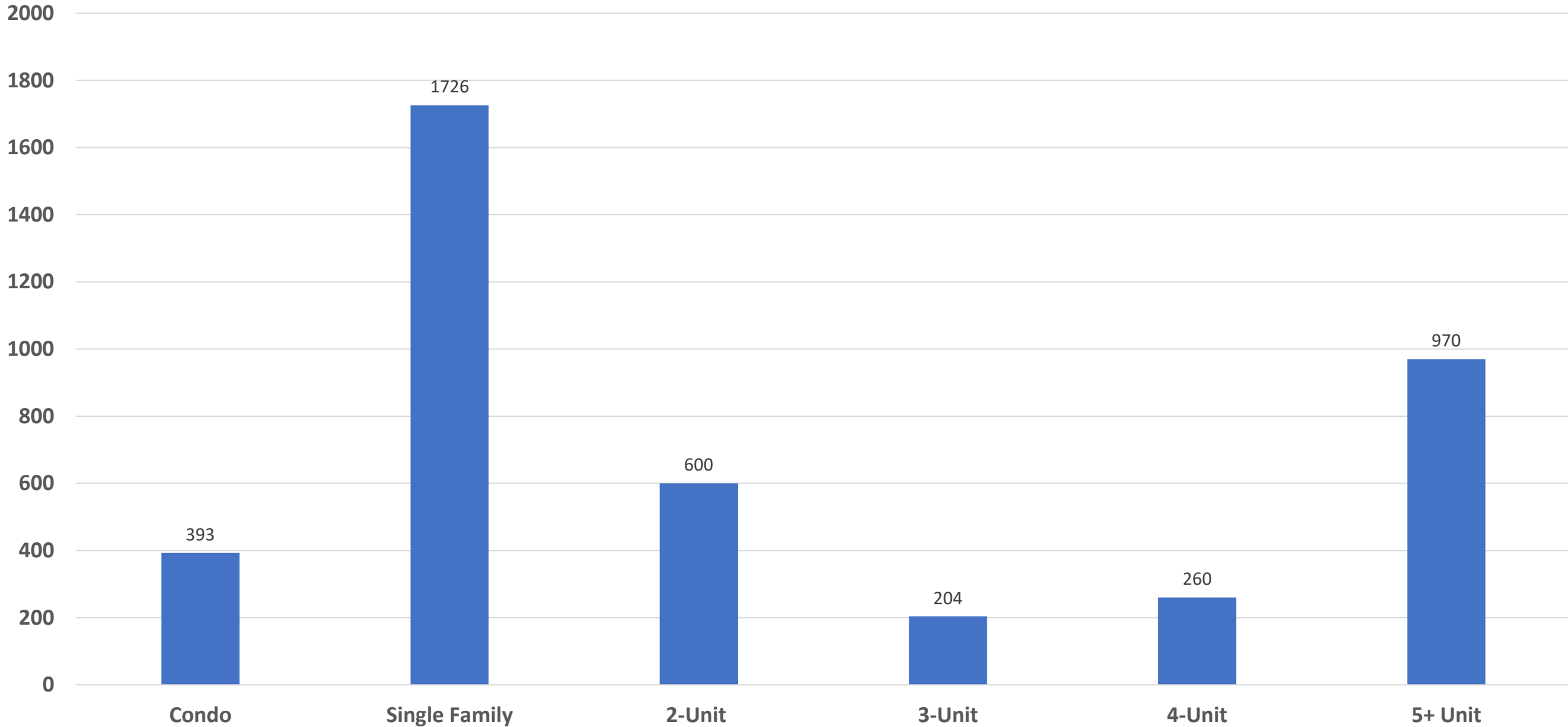
Rate of Change in Housing Supply



Source:

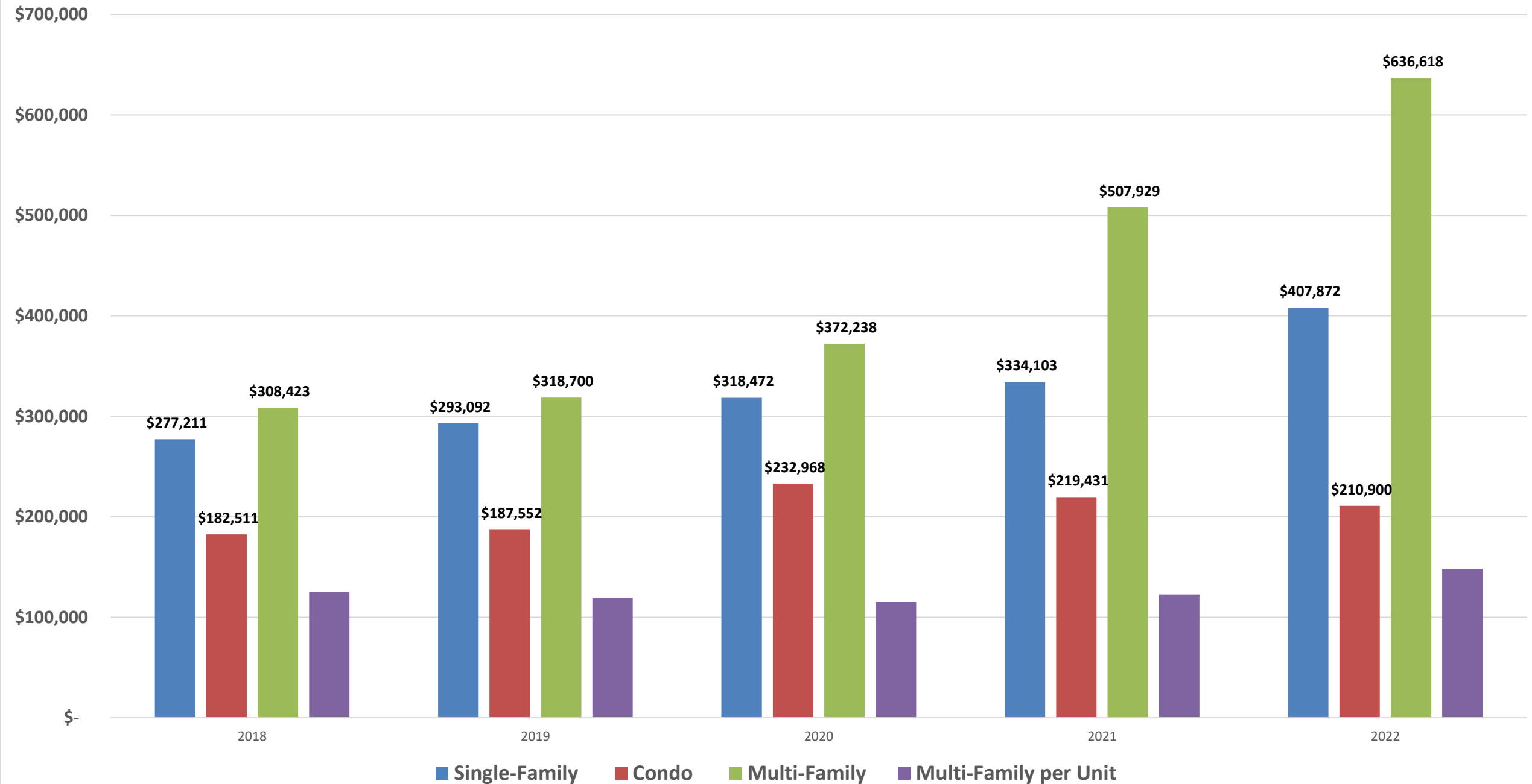
U.S. Census Bureau: US Decennial Census, 1980-2020

Units by Product Type

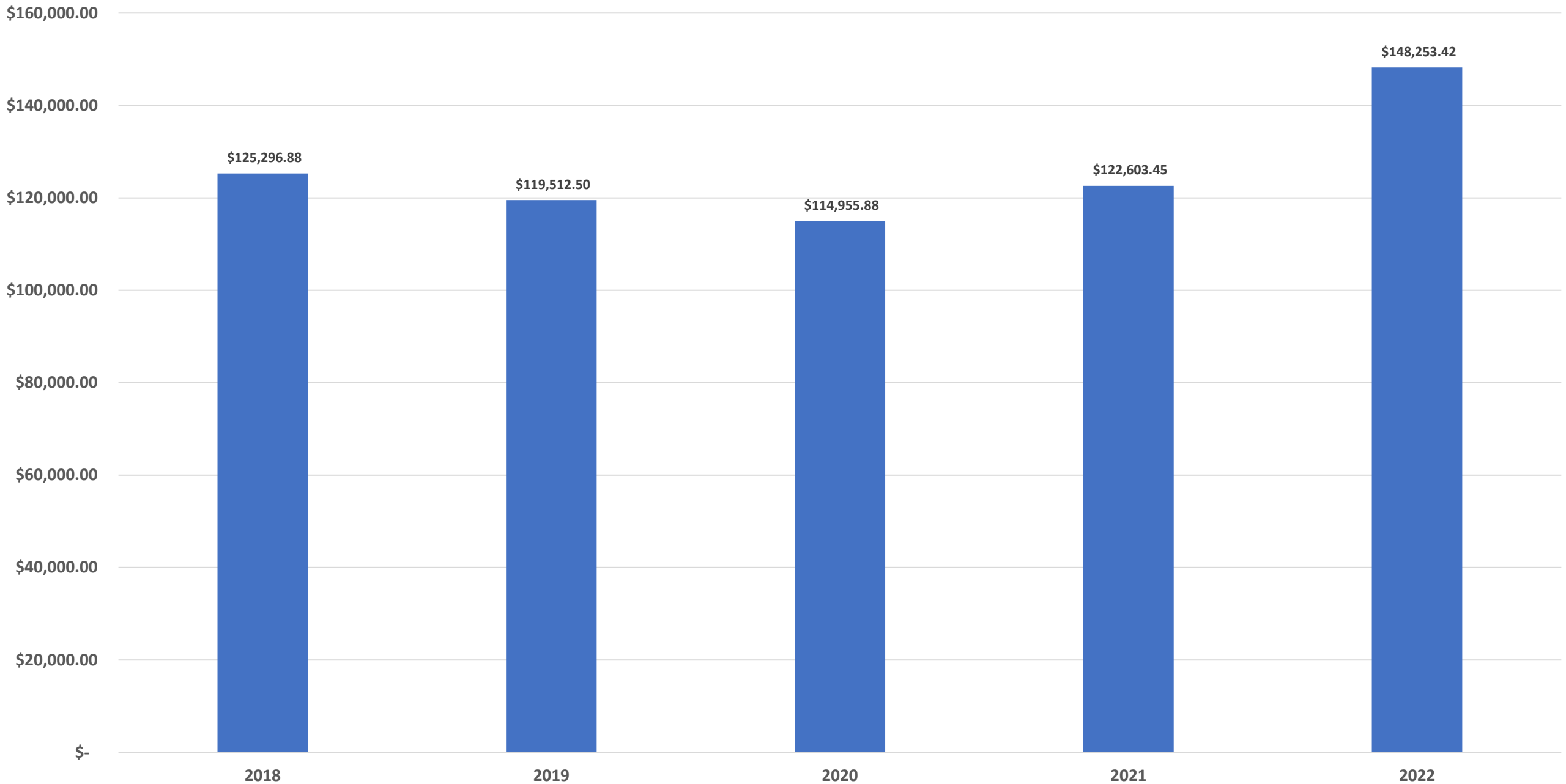


Downstreet Montpelier Properties	Total Units	Montpelier Housing Authority Properties	Subsidized Units	Type	Total Units	<30%	30-50%	<60%	<80%	<100%
Taylor Street Housing (61 Taylor Street)	30	Pioneer Apartments (PILOT)	60	Elderly/Disabled	60	0	0	0	60	0
French Block	18	Lane Shops	50	Elderly/Disabled	50	0	0	0	50	0
Barre Street Apartments		Prospect	28	Elderly/Disabled	29	0	28	0	0	1
39 Barre	9	Gould	0	Elderly	12	0	0	0	0	12
40 Barre	9	Cummings St	20	Family	20	0	0	20	0	0
Bianchi Apartments (208 Barre St.)	8	58 Barre St.	12	Elderly/Disabled	14	0	12	0	0	2
Bianchi Hebert (21 Hebert Road)	10	170 185 0 40 20 110 15								
North Branch 74 Elm Lot	0	WCMHS Subsidized Units Type								
North Branch 87 Elm	23	Young Adult Housing One Nelson St	0	Special Needs	4	0	0	0	4	0
North Branch Apt 89 Elm	16	7 St. Paul Street	7	Special Needs	7	0	7	0	0	0
47 barre Street	4	WCCHPI (60 Prospect St)	4	Special Needs	4	0	4	0	0	0
6 Monsignor Crosby	2	11 15 0 11 0 4 0								
River Station Apartments (191 Barre Street)	36	Totals 382 0 51 20 114 15								
15 Baldwin	5	Does not include Downstreet data								
37 Barre	4	Does not include Downstreet data								
Hillside SRO		Does not include Downstreet data								
17 Northfield	4	Does not include Downstreet data								
21 Northfield	4	Does not include Downstreet data								
182										

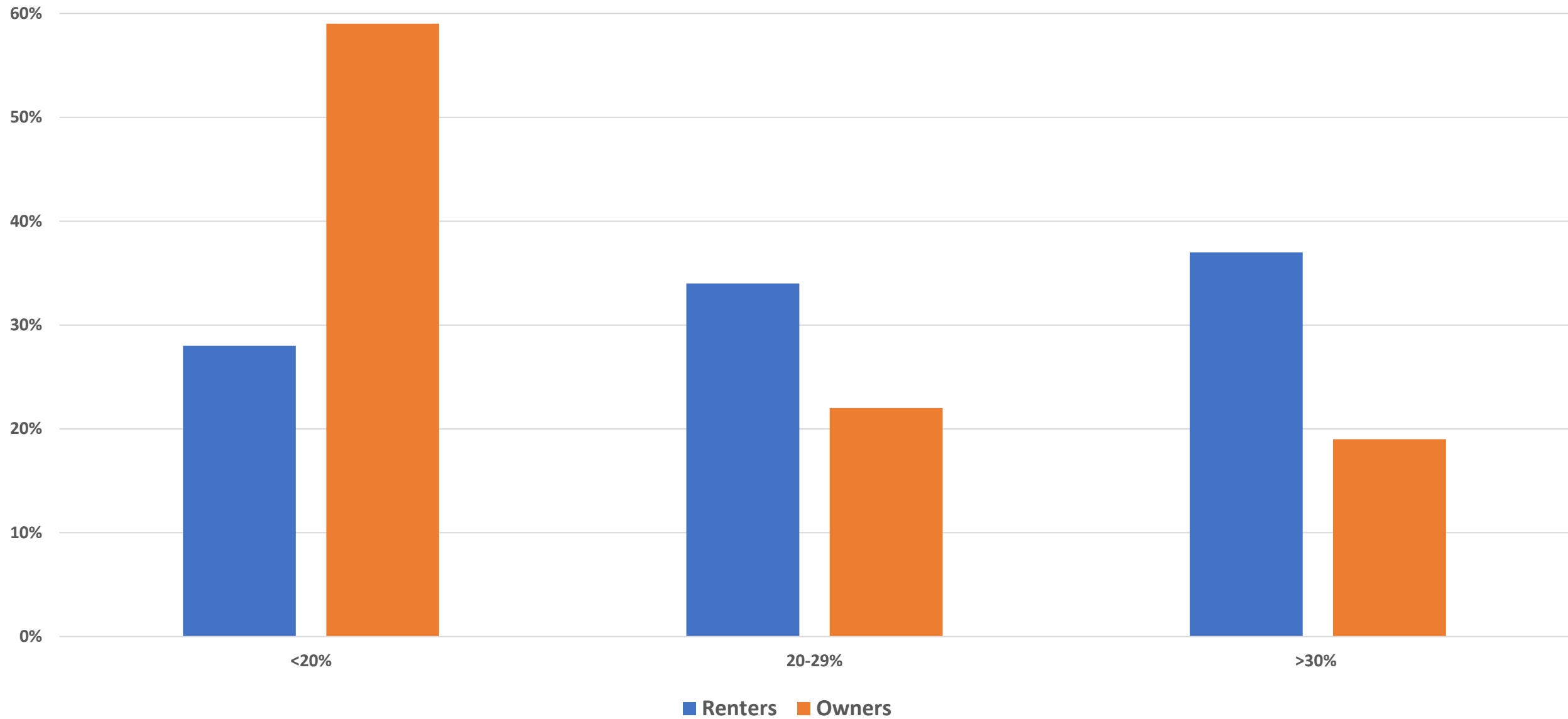
Average Real Estate Transaction Through 2022



Average Multi-Family Unit Cost



Tenure By Housing Cost as a Percentage of Household Income



Family Income As a % of Households Between 2010-2021

