

# Memorandum

**TO:** Williston Selectboard Members

**FROM:** Matt Boulanger, AICP, Planning Director

**DATE:** January 13, 2022

**SUBJECT:** Requested Selectboard Approval of  
Chittenden County Regional Planning Commission (CCRPC)  
Unified Planning Work Program (UPWP) Assistance Requests for FY 2023

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## **Selectboard Review and Approval of Requests for Assistance from the Chittenden County Regional Planning Commission under its FY2023 Unified Planning Work Program**

The purpose of this memorandum is to provide the Selectboard with a list and brief description of the items Town staff is proposing to ask for assistance with from the CCRPC in the coming fiscal year. Staff proposes requests for assistance in several subject and geographic areas of the Town, as follows. Individual applications and supporting materials are attached to this memorandum in the order in which they are listed here. Requests for assistance under the UPWP typically originate from the Public Works and Planning Departments, and projects requested by both departments are discussed in this memorandum.

### **Public Works Projects**

Williston Public Works is requesting assistance with updated traffic counts in various locations in the Town as well as an inventory of municipal signage. Public Works is also requesting assistance related to an inventory and map of stormwater facilities.

### **Traffic Count Requests**

Public Works requests updated traffic counts to be performed by CCRPC in four to five previously surveyed locations. Locations will be determined in Spring 2022.

### **Signage Inventory Request**

Public Works requests an inventory of municipal signage throughout the Town, with GPS coordinates established for all signs surveyed.

### **Stormwater**

Following a review by Fitzgerald Environmental Associates in 2021 of the existing Stormwater GIS data it was determined that additional datasets needed to be generated or updated in order to finalize a comprehensive GIS record of the Town's stormwater systems. The proposed scope of work would include, but not be limited to: field verification of the Subwatershed boundaries for existing BMP's, verification of storm line connections, pipe size, and flow direction, verifying Outfalls, locations, and attributes, and collecting open-system stormwater

infrastructure data. This project would result in a current and comprehensive data set of the MS4 stormwater systems.

### **Planning Projects**

Williston Planning is requesting assistance in two major areas: preparation for the public outreach components of the 2025 Williston Comprehensive Plan and tasks related to issues that were raised but not fully resolved during the Taft Corners Form-based Code project in FY 2021 and FY 2022.

### **Comprehensive Plan Data Development**

Planning requests CCRPC assistance to gather and compile Census demographic, housing, economy and employment, energy/climate, schools and education, transportation, recreation and open space data in preparation for the development of the 2025 Comprehensive Plan. Data will be compiled from various sources (2020 Census, Housing Vermont, Vermont AOT, Williston School District, etc.) into spreadsheet form and presented in graphically pleasing formats to convey the information in an engaging, accessible and easily understood manner.

### **Affordable Housing Needs Assessment**

A significant issue raised during the Taft Corners Form-Based Code project is a need to ensure that future development in the area is inclusive and provides much-needed affordable housing. The Planning Commission is beginning to consider the adoption of Inclusionary Zoning. Vermont Statute requires Inclusionary Zoning to be supported by a housing needs assessment. In 2020 a statewide housing needs assessment was done, which included a Chittenden County specific assessment, however there is nothing to date at the town level. The town would like CCRPC's assistance in 1) gathering data related to housing needs that would appropriately support the adoption of Inclusionary Zoning, 2) helping the Planning Commission to determine defined goals for housing and to develop Inclusionary Zoning provisions in the bylaw.

### **Multimodal Hub Scoping Study**

Over the past two years the Planning Commission and Mobility Committee have been working with the assistance of CCRPC staff to develop an Official Map, showing the locations of desired town facilities including park and rides, bicycle and pedestrian paths and a transit center. A transit center location is also shown on the draft Regulating Plan for the Form Based Code, currently in the public hearing stage. The town requests CCRPC's assistance in the next step to make the goal of building a transit center a reality: the completion of a study to assess the costs, constraints and feasibility of the transit center at the preferred location identified and perhaps an alternate location.

**Growth Center Communal Stormwater Management System Feasibility Study.** As stated in the Vision Plan for Taft Corners, the current practice of pushing stormwater management onto individual lot owners will result in a smaller tax base, bigger environmental footprint and auto-dependency.

The town requests the CCRPC's assistance in scoping the feasibility and necessary steps of developing a communal stormwater management system in the Taft Corners Form Based Code District, using the Vision Plan as a template. The location of stormwater infrastructure will largely determine the configuration of buildable area within individual blocks. The development of a communal stormwater system, if and where feasible, will maximize the area available for people-oriented, income generating residential and commercial infrastructure.