

Application for Neighborhood Development Area (NDA) Designation

Vermont Downtown Development Act
[24 V.S.A. Chapter 76A § 2793e](#)

Municipality/Municipalities: Town of St. Johnsbury
 Application Preparer(s): Irene Nagle, Senior Planner, NVDA
 Date of Draft Application: October 20, 2022
 Date of Final Application: May 1, 2023
 Staff Review: Amy Tomasso
 Downtown Board Meeting: May 22, 2023

✓	Application Overview (see Application Guidelines)
✓	Cover Letter ATTACHMENT A
NA	(Property Owner Application Only) Notification to Municipality of Intent to Apply ATTACHED
✓	Responses to Application Requirements below

Please complete the following form, checking the items that are completed and using a different type style or color to respond to the instructions provided in CAPS. Staff findings (the shaded column) are in draft form and will be finalized when reviewing the completed application.

✓	Application/ Designation Requirements & Applicant Responses	DHCD Staff Findings
✓	<p>1. Confirmed planning process. Municipalities/municipality has 1) a duly adopted and unexpired plan, 2) a planning process that is confirmed in accordance with section 4350 of this title, and 3) adopted bylaws and regulations in accordance with sections 4414, 4418, and 4442 of Title 24 V.S.A.</p> <p>ATTACHMENT B. Letter dated 10/4/2022 attached. Plan expires 5/8/2025.</p>	<p>The applicant included a letter from RPC on confirmation status dated 10/4/2022 and current regulations are on-file with DHCD.</p>
✓	<p>2. Preapplication meeting. Applicant met with Department staff to review the program requirements, review a draft application completed by the applicant, and to discuss the proposed boundaries of the neighborhood development area on</p> <p>DATE: Several pre-application meetings were held in November 2022 and May 2023.</p>	<p>Multiple preapplication meetings with DHCD staff took place. A complete draft application was reviewed by DHCD staff in May 2023.</p>
✓	<p>3. NDA location. The proposed NDA is mapped within a neighborhood <u>planning area</u> or a designated growth center.</p> <p>ATTACHMENT C.</p> <p style="text-align: center;">AND IF NOT</p> <p>One or more areas of land extending beyond the delineated neighborhood planning area may be approved if:</p> <p>(A) including the extended area beyond the neighborhood planning area is consistent with the statewide planning goals (24 V.S.A. section 4302).</p> <p>EXPLAIN: The areas proposed to be included are existing compact residential neighborhoods served by sidewalk infrastructure; therefore, the inclusion of the extended area beyond the delineated</p>	<p>The proposed NDA and neighborhood planning area are identified on map and the NDA is NOT limited to the <u>neighborhood planning area (growth center) boundary</u>, which extends 0.25 miles from the exterior perimeter of the designated New Town or Village Center, 0.5 miles from the exterior perimeter of the designated Downtown or is within a designated growth center.</p>

neighborhood planning area boundary is consistent with the statewide planning goal: “To plan development so as to maintain the historic settlement pattern of compact village and urban centers separated by rural countryside.”

(B) residential development opportunities within the neighborhood planning area are limited due to natural constraints and existing development.

EXPLAIN: Much of the residential neighborhood within the ½ mile planning area is situated on steep slopes or is within the State River Corridor. There is no local regulation that addresses building on steep slopes, except in the subdivision and PUD regulations. The local flood hazard regulations do not currently regulate building in the State River Corridors, except where they coincide with the regulated FEMA flood hazard area. For this reason, areas with steep slopes and within the State River Corridor have been excluded.

(C) the extended area represents a logical extension of an existing compact settlement pattern and is consistent with smart growth principles.

EXPLAIN: The area of the proposed NDA that extends beyond the ½ mile planning area is a continuation of the existing residential neighborhood and is served by sidewalk infrastructure.

(D) the extended area is adjacent to existing development.

EXPLAIN: The small portion of the proposed NDA that extends beyond the planning area is adjacent to existing development and consistent with smart growth principles due to its higher density, walkable distance to commercial uses, and pedestrian infrastructure.

AND IF NOT

At least 80% and no fewer than 7 members of the Downtown Board reviewing the NDA agree that boundary meets criteria (A)-(D).

The Downtown Board’s motion must acknowledge the extension. Staff has reviewed the extension exceeding the neighborhood planning area boundary and finds it consistent with statewide planning and smart growth goals that will result in compact settlement.

4. Walking distance. The proposed NDA consists of those portions of the neighborhood planning area that are generally within walking distance from the municipality's downtown, village center, or new town center designated under this chapter or from locations within the municipality's growth center designated under this chapter that are planned for higher density development.

EXPLAIN: The proposed NDA is within walking distance of the designated downtown boundary. In addition, there is a commercial core on Portland Street which runs through the heart of the proposed NDA. Commercial uses in the proposed NDA include the White Market grocery store, retail banks, restaurants and service businesses. Sidewalk infrastructure exists in this corridor. The area is consistent with Smart Growth principles because it has and is zoned for a mix of residential and commercial uses; it currently has and allows for new compact development, including a range of housing choices; and it is a walkable neighborhood served by sidewalk infrastructure, a park at the intersection of Portland and Concord Streets, a supermarket, banks, and other services. It is further noted that sidewalk improvements outlined in Alternative #2 of the 2022 Portland Street Bicycle and Pedestrian Scoping Study (attached to this application) has been added to the Town’s Capital Improvement Plan.

The proposed NDA is within a 10 minute walk of the designated center and planned for higher density development.

<p>✓ 5. Flood hazards. The proposed NDA consists of those portions of the neighborhood planning area that are appropriate for new and infill housing, excluding identified flood hazard and fluvial erosion areas, except those areas containing preexisting development in areas suitable for infill development as defined in §29-201 of the Vermont Flood Hazard Area and River Corridor Rule. IF the proposed NDA includes flood hazard areas or river corridors, the local bylaws contain provisions consistent with Agency of Natural Resources rules, required under 10VSA754(a) to ensure that new infill development within a neighborhood development area occurs outside the floodway and will not cause or contribute to fluvial erosion hazards within the river corridors, local bylaws shall also contain provisions to protect river corridors outside the neighborhood development area.</p> <p>ATTACHMENT D & E AND EXPLAIN. The attached map depicts areas of the state-mapped River Corridor. St. Johnsbury's FEMA maps are not digitized, but a FEMA "Firmette" (attached) depicts the boundaries of the flood hazard area. The proposed NDA boundary has been drawn to exclude all areas within these flood and fluvial erosion hazard areas.</p>	<p>River corridor, flood hazard and fluvial erosion are identified on map and excluded from the NDA.</p> <p>AND-IF-NOT</p> <p>The areas included contain pre-existing development, and the municipality has ANR's review and approval of the local bylaws, which protect river corridors throughout the municipality outside the NDA.</p>
<p>✓ 6. Natural resources. The proposed NDA balances local goals for future land use, the availability of land for housing within the neighborhood planning area, and smart growth principals to determine areas most suitable for infill housing by avoiding or minimizing to the extent feasible the inclusion of "important natural resources" as defined in 24 V.S.A. § 2791(14). If an "important natural resource" is included within a proposed NDA, the applicant shall identify the resource, explain why the resource was included, describe any anticipated disturbance to such resource, and describe why the disturbance cannot be avoided or minimized.</p> <p>ATTACHMENT F & EXPLAIN. The proposed boundary of the NDA has been drawn to exclude wetlands and steep slopes, as shown on the attached map.</p>	<p>Important natural resources present in the proposed NDA are identified on map and include: wetlands and steep slopes, and the NDA boundary feasibly avoids and minimizes disturbance to the resources.</p>
<p>✓ 7. Complete streets. (B) The proposed NDA is served by planned or existing transportation infrastructure that conforms with "complete streets" principles as described under 19 V.S.A. § 309d and establishes pedestrian access directly to the downtown, village center, or new town center.</p> <p>EXPLAIN AND/OR MAP: Existing development within the NDA is served by sidewalk infrastructure, and any new development of larger parcels would be required to extend or connect to this pedestrian infrastructure. See the Portland Street Bicycle and Pedestrian Scoping Study for a description of improvements proposed under Alternative #2.</p>	<p>The proposed NDA is served by an EXISTING <u>sidewalk network</u>. (For more detail see Complete Streets Checklist below)</p>
<p>✓ 8. Historic resources. (C) The proposed NDA is compatible with and will reinforce the character of adjacent National Register Historic Districts, national or</p>	<p>Historic resources within the proposed NDA are identified on the application's map and</p>

State register historic sites, and other significant cultural and natural resources identified by local or State government.

ATTACHMENT G & EXPLAIN. The St. Johnsbury Municipal Plan includes the following statement of policy on page 19: **1.9 Preservation and Conservation Policy:** *Protect the buildings, waterways, wetlands, valleys, hillsides, and historic sites that represent our natural resources, history, heritage, and scenic beauty.* According to the State’s “Online Resource Center” there is one National Register-listed property located within the proposed NDA boundaries: the Morency Paint Shop and Apartment Building at 390 Portland Street. The property is an affordable housing development owned by Rural Edge. In addition, although specific properties are not called out, reference is made to property types and development patterns in this neighborhood in the 1994 [National Register of Historic Places Multiple Property Documentation Form \(MPDF\)](#). A number of individual properties and districts that were included in the historic survey completed by the VT Division of Historic Preservation in the early 1980s are still extant, some with good integrity.

the municipal plan includes a statement of policy on the preservation of historic resources.

9. Residential densities. The municipal bylaws allow minimum net residential densities (densities allowed through the base zoning, not through bonuses or PUD-only [planned unit development] density calculations) within the NDA greater than or equal to four dwelling units per acre for all identified residential uses or residential building types, exclusive of accessory dwelling units, or not fewer than the average existing density of the surrounding neighborhood, whichever is greater. See the methodology for calculating density on page 10 of the [NDA Application Guide](#). Regulations that adequately regulate the physical form and scale of development may be used to demonstrate compliance with this requirement.

ATTACHMENT C & H AND EXPLAIN.

✓ The minimum lot size in the Mixed Use district is 6,000 square feet, a two-family residence is a permitted use, and a multi-family dwelling above the ground floor is a permitted use. Multi-family dwelling is defined as consisting of three (3) or more units. The Mixed Use district therefore can accommodate upwards of 14 dwelling units per acre as of right, based on the minimum lot size and permitted uses. This is at least equal to the existing densities.

The Residential B district allows two-family dwellings as a permitted use and multi-family dwellings as a conditional use. This district has a minimum lot size of 9,000 square feet, with a minimum of 1,500 square feet per family. The Residential B district can accommodate about 9 units per acre as of right, and more subject to conditional use review, based on the minimum lot size and permitted uses. A map generated from the Vermont Planning Atlas depicts existing

Residential densities allowed by the bylaws in the proposed NDA range from 9 to 14 units/acre. These are equal to or greater than the adjacent existing neighborhood densities.

<p>residential densities in the proposed NDA.</p> <p>The densities allowed under zoning are at least equal to existing densities.</p>	
<p>NAME ZONING DISTRICT(S) & RESIDENTIAL DENSITY ALLOWED</p>	
<p>Mixed Use</p>	<p>14+ dwelling units per acre; minimum lot size of 6,000 sq. feet.</p>
<p>Residence B</p>	<p>9+ dwelling units per acre; minimum lot size of 9,000 sq. feet.</p>
<p>✓ 10. Energy conservation. Residents hold a right to utilize household energy conserving devices (such as clotheslines). EXPLAIN if the municipality imposes prohibitions. No prohibitions.</p>	<p>Municipality’s regulations do not prohibit energy saving devices.</p>
<p>✓ 11. Design guidelines. Local bylaws, regulations, and policies applicable to the NDA substantially conform to the neighborhood design guidelines developed by the Department. COMPLETE CHECKLIST BELOW AND REPORT ON SCORES (8 of 10 criteria in each category must be met to qualify for NDA):</p> <p style="padding-left: 40px;">Complete Streets: 8 of 10 Building and Lot Patterns: 9 of 10</p>	<p>__8__ of 10 complete street policies and __9__ of 10 pattern policies ensure that all investments contribute to a built environment that enhances the existing neighborhood character and supports pedestrian use; ensure sufficient residential density and building heights; minimize the required lot sizes, setbacks, and parking and street widths; and require conformance with "complete streets" principles, street and pedestrian connectivity, and street trees.</p>
<p>✓ 12. Maps. The application includes ATTACHED map or maps that, at a minimum, identify: ✓ (A) "important natural resources" as defined in 24 V.S.A. § 2791(14); ATTACHMENT F</p>	<p>Maps identifying the proposed NDA boundary and each element are attached.</p>
<p>✓ (B) existing slopes of 25 percent or steeper; ATTACHMENT F</p>	
<p>✓ (C) public facilities, including public buildings, public spaces, sewer or water services, roads, sidewalks, paths, transit, parking areas, parks, and schools; ATTACHMENT I</p>	
<p>(D) planned public facilities, roads, or private development that is permitted but not built;</p>	

✓	(E) National Register Historic Districts, national or State register historic sites, and other significant cultural and natural resources identified by local or State government; ATTACHMENT G	
✓	(F) designated downtown, village center, new town center, or growth center boundaries as approved under this chapter and their associated neighborhood planning area in accordance with this section; and ATTACHMENT C	
✓	(G) delineated areas of land appropriate for residential development and redevelopment under the requirements of this section. ATTACHMENT C	
	13. Completeness. The application includes the information and analysis required by the Application Guide.	The application is complete and includes the information required by the guidelines.

Neighborhood Design Checklists

Please fill in the right column with information about the municipal plans, policies and regulations that address the 10 guidelines for promoting good neighborhood design in each of the two required checklists. DHCD will total the number of positive (Y) responses for the score at the bottom of the checklist.

Complete Streets Guidelines	Provisions Adopted by the Municipality?	
	Y/N	Cite and link to local plan, regulation, or policy. Note how regulations apply (e.g. all development, district-specific, site plan, and/or subdivision).
1. Require that provisions be made for the extension of the street and pedestrian network into existing streets and adjacent, undeveloped land.	Y	Article V, Subdivision of Land, Section 502.2 d) Connectivity of sidewalks, trails, and natural systems. The established sidewalk network shall be maintained and extended to the extent possible. Trail networks and uninterrupted corridors of green space outside of the established street grid should be maintained and extended wherever possible.
2. Existing or planned pedestrian facilities (such as sidewalks/paths) service the proposed NDA. Planned facilities are identified in the municipal plan, official map, other planning document or the capital budget and program.	Y	The proposed NDA is served by existing sidewalk infrastructure. In addition, the Portland Street Bicycle & Pedestrian Scoping Study was recently completed (attached) which makes recommendations for incorporating bike lanes and improving safety along the Portland Street Corridor. It notes, <i>“It is hoped that adding bicycle and pedestrian safety improvements will spur redevelopment and a renewed interest in the corridor.”</i>
3. Require sidewalks or pedestrian facilities for new development, both connecting to buildings on-site and to off-site pedestrian facilities.	Y	Article V, Subdivision of Land, Section 503.2 c) The following standards for other features and services: (i) Curbs, sidewalks and bicycle facilities. Curbs, sidewalks and bicycle facilities may be required by the DRB as recommended by Complete Streets – A Guide for Vermont Communities published in September 2012 by the Vermont Department of Health. and Article IV Special Issues, Part 3 Design Standards, Section 410.9 Pedestrian Safety. Insofar as practical, pedestrian and bicycle circulation shall be separated from motor vehicle circulation. Safe and convenient pedestrian circulation, including appropriate sidewalks, shall be provided on the site and its approaches. The pedestrian circulation plan shall be designed to minimize conflicts with vehicular traffic. 410.10 Provision for Alternative Modes of Transportation. For any project where land

		development costs are expected to exceed one million dollars (\$1,000,000), the DRB may require the provision of a bus stop and parking for bicycles.
4. Have plans or regulations in place that address the need for bike facilities (such as bike paths and lanes or multi-use paths) where appropriate.	Y	See cited above Article V, Section 503.2 and Article IV Special Issues, Part 3 Design Standards, Sections 410.9 and 410.10
5. Require street trees, lighting and green strips along streets for new developments.	Y	<p>Section 411 Landscaping applies to development subject to site plan review.</p> <p>“411.1 Landscaping Plan. Except for non-commercial residential properties and in conformance with any other ordinance, landscaping plans prepared by a landscape architect, master gardener, nursery professional, arborist, professional landscape designer or other landscape professional, including the following information, shall be submitted for site plan review: a) All proposed physical improvements, such as buildings, walls, parking areas, sidewalks, etc. b) Proposed landscaping materials, including vegetation to remain, types of new plant materials, identified by common name and botanical name, sizes of all new plant materials by height and/or diameter at time of planting and at maturity, quantities of each of the planting materials, and treatment of the ground surface (paving, seeding, or groundcover). c) The location of existing natural features, such as streams, wetlands, and rock outcroppings.”</p> <p>“411.2 Standards. Proposed landscaping shall comply with the following:</p> <p>a) A landscaping budget as follows:</p> <p>...</p> <p>b) One (1) major deciduous tree, whose caliper is at least three (3) inches, measured at a point six (6) inches above finished grade level, shall be planted no nearer than five (5) feet to any lot line for each three hundred (300) square feet of landscaped area; and one (1) deciduous shrub or evergreen shall be planted for each two hundred (200) square feet of landscaped area.</p> <p>c) Where any land use in a nonresidential district abuts land in a residential district, a strip of land, at least twenty-five (25) feet in width, shall be maintained as a landscaped area</p>

		<p>in the front yard, side yards and rear yard adjoining these other districts, except to the extent, after public notice and hearing, the DRB determines that a lesser buffer is sufficient to screen non-residential uses from residences.</p> <p>d) In the Mixed Use, Commercial and Health Services zoning districts, to the extent feasible, each lot shall have strips of land at least ten (10) feet in width in the front yard and at least five (5) feet in the side and rear yards, which strips shall be maintained as a landscaped area.”</p> <p>Section 503 Final Subdivision “... For proposed subdivisions comprising four (4) or more lots final subdivision application and approval is required... A completed application for final subdivision approval shall include the following: ... j) Proposed street tree planting including proposed species, size, and spacing.”</p>
<p>6. Require new streets to be as narrow as possible (such as having specifications for travel lanes that are 11 feet wide or narrower).</p>	<p>N</p>	<p>Section 503.2 Final Subdivision Approval requires compliance with minimum road construction as established by the Selectboard:</p> <p>“A subdivision may be finally approved ...only if the ... proposal complies with the following: ... b) The following specifications for roads. (i) Standards. The minimum requirements for road construction as established by the select board, if any, but in no event shall all roads be constructed at least to the standards required by the State of Vermont for Class 3 highways.”</p> <p>The Portland Street Bicycle & Pedestrian Scoping Study includes recommendations to narrow the width of the drive lane in certain sections of Portland Street to accommodate bicycle lanes.</p>
<p>7. Regulate and minimize (1,000 feet or less) the length of cul-de-sacs or blocks</p>	<p>Y</p>	<p>502.2 Preliminary Subdivision Approval ... b) Block size and arrangement. The size and arrangement of new blocks shall maintain the size and arrangement of existing neighborhood blocks within the zoning district and, where</p>

		feasible, support the pattern of interconnected streets throughout the town. 503.2 Final Subdivision Approval. ... b) The following specifications for roads. (ix) Cul-de-sac. A cul-de-sac street shall not exceed twelve hundred (1,200) feet in length and shall not provide entrance to other streets. However, where the density is equal to or less than one (1) residential unit for each two (2) acres, the DRB may increase the maximum length to two thousand (2,000) feet.
8. Require utilities to be placed underground in new developments.	Y	503.2 Final Subdivision Approval. ... c) The following standards for other features and services: ... (iv) Electric and communication lines. Electric and communications distribution systems shall be underground, including services to residences and to street lights unless waived by the DRB. The applicant shall coordinate subdivision design with the utility companies to ensure adequate and suitable area for underground installations.
9. Minimize the required off-street parking spaces. (Requiring two or more off street parking spaces per residential unit is excessive.)	Y	410.3 Minimum Off-Street Parking Requirements. Dwellings, mobile home park and campground, summer camp or retreat: One plus one (1 + 1) for each dwelling unit or camp site. <i>(Interpretation: for example, a 4-unit apartment building would require one space per each dwelling unit, plus one additional space for the property.)</i>
10. Allow for on-street parking.	N	While on-street parking is permitted on some streets in the proposed NDA area, there is a winter parking ban on overnight parking from November 15 th to April 15 th .
TOTAL SCORE (Min 8/10)	8	Number of YES responses (completed by DHCD staff)

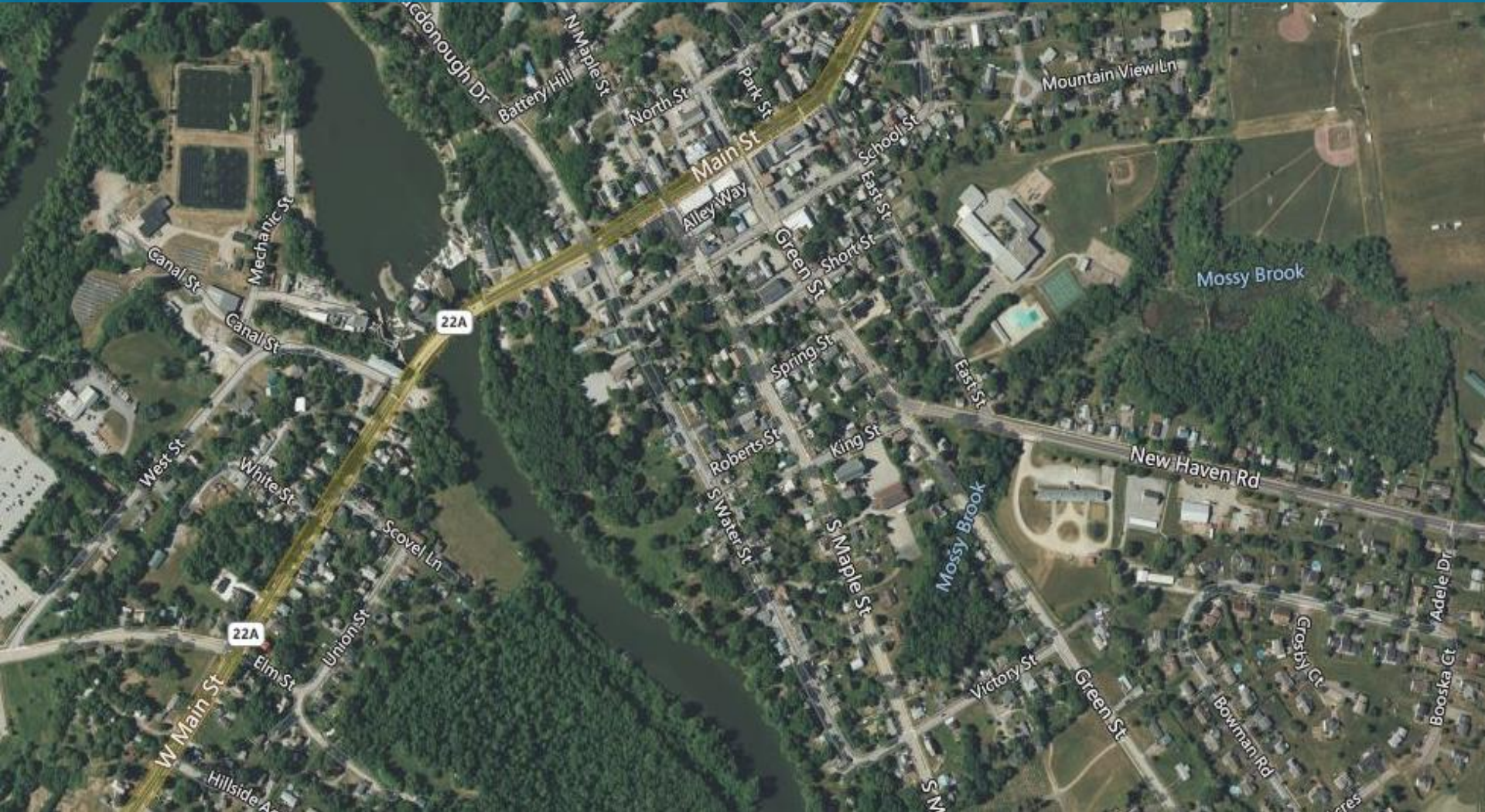
Building and Lot Patterns Guidelines	Provision Adopted by Municipality?	
	Y/N	Cite and link to local plan, regulation, or policy. Note how regulations apply (e.g. all development, district-specific, site plan, and/or subdivision).

<p>1. Allow for a mix of housing opportunities (multi-family, duplex, and single-family, etc.) throughout the NDA.</p>	<p>Y</p>	<p>Zoning in the proposed NDA consists of “Mixed Use” and “Residential B”.</p> <p>In the Mixed Use district, described in Section 311 of the Bylaw, one and two-family residences are a permitted use, and a multi-family dwelling above the ground floor is a permitted use. Multi-family dwelling is defined as consisting of three (3) or more units. Assisted living facilities are permitted as a conditional use.</p> <p>In the Residential B district, described in Section 310 of the Bylaw, one and two-family dwellings are a permitted use, and multi-family dwellings are a conditional use, as are assisted living facilities.</p>
<p>2. Allow for small minimum lot sizes, requiring no more than ¼ acre per lot, or sizes similar to the existing small lot sizes in the area if less than ¼ acre.</p>	<p>Y</p>	<p>The Mixed Use district can accommodate upwards of 14 dwelling units per acre as of right, based on the minimum lot size and permitted uses. Minimum lot size of 6,000 square feet.</p> <p>The Residential B district can accommodate about 9 units per acre as of right, and more subject to conditional use review, based on the minimum lot size and permitted uses. Minimum lot size of 9,000 square feet.</p>
<p>3. Allow for the adaptive re-use of single family residential buildings to multi-family units</p>	<p>Y</p>	<p>See Sections 310 and 311.</p>
<p>4. Allow for infill development by minimizing dimensional requirements (whether traditional: lot size, frontage, lot coverage, etc. or form based: building form standards, frontage type standards, etc.).</p>	<p>Y</p>	<p>The required front setback in Residential B is 20 feet and is 15 feet in Mixed Use. Residential B also has a maximum building coverage of 35%. These dimensions are consistent with the average dimensions of existing development.</p> <p>The required front setback in the MU District is 15 feet, with no building coverage maximum.</p>
<p>5. Allow for building heights that enable diverse housing options (at least 3 functional floors).</p>	<p>Y</p>	<p>The Residential B District allows for a maximum height of 45 feet, and the Mixed Use District allows for a maximum height of 80 feet, with height of up 120 feet permitted as a conditional use approved by the DRB.</p>

<p>6. Require traditional neighborhood design by minimizing building setbacks (conforming to existing building lines if appropriate) or establishing maximum setbacks to prevent new development from being disconnected from the street.</p>	<p>Y</p>	<p>The required setbacks are consistent with existing development, although these are minimums, not maximums.</p>
<p>7. Include provisions that ensure vehicles are not the dominant element facing a street, such as garages that are set back from the front wall of houses, multi-car parking or structured parking entrances that are setback or to the side or rear of buildings.</p>	<p>Y</p>	<p>410.7 Front Yard Parking Restricted. Required parking in all residential zoning districts shall not be located in a required front yard setback area abutting a public street, except alleys. This prohibition extends from the edge of the public right-of-way into the required front yard setback for the entire width of the property with the exception of a single access drive no more than twenty feet (20') or less in width. Where parking is provided outside the required front yard setback, but either partially or entirely between the principle structure and the street, such parking shall be screened to the extent practicable from view from the public street.</p> <p>411.3 External Landscaping of Parking Areas. Except for parking spaces accessory to a one (1) family or two (2) family dwelling, all off-street parking areas shall be landscaped with appropriate trees, shrubs, and other plants including ground covers, as approved by the DRB. The DRB shall consider the adequacy of the proposed landscaping to assure the establishment of a safe, convenient, and attractive parking area and the privacy and comfort of abutting properties. Screening shall be provided where headlights from vehicles on site may be visible and project parallel to a public street.</p>
<p>8. Building design and landscaping requirements for building and landscape design that create spaces for pedestrians, such as buildings and trees lining a sidewalk or a green surrounded by buildings.</p>	<p>Y</p>	<p>Site Plan Review standards in 203.3 provide that "...the DRB shall consider, and may impose appropriate conditions and safeguards with respect to a project's compliance with the provisions of this ordinance, the adequacy of traffic access, circulation and parking, adequacy of pedestrian circulation, landscaping and screening, exterior lighting, snow storage areas, utilization of renewable energy resources, storm water drainage and run-off, including freedom from flooding and ponding."</p> <p>The objective of the Mixed Use District, Section 311, is stated as follows: "Objective: Land classified as "MU" will accommodate</p>

		<p>mixed-use buildings that may include neighborhood-serving retail, service, and other uses on the ground floor and residential units above the non-residential space; encourage compatible and cohesive development that exhibits the physical design characteristics of pedestrian-oriented, storefront-style shopping streets; and promotes the health and well-being of residents by encouraging physical activity, alternative transportation and greater social interaction.”</p> <p>The parking standards in Section 410: “410.9 Pedestrian Safety. Insofar as practical, pedestrian and bicycle circulation shall be separated from motor vehicle circulation. Safe and convenient pedestrian circulation, including appropriate sidewalks, shall be provided on the site and its approaches. The pedestrian circulation plan shall be designed to minimize conflicts with vehicular traffic.”</p>
9. Include provisions that encourage primary building facades to be oriented to the street (such as requiring primary entrances face the street).	N	Not specified
10. Have provisions that minimize curb cuts and reduce their frequency, or other access management provisions that favor pedestrians.	Y	<p>Design Standards include the following provision: “410.9 Pedestrian Safety. Insofar as practical, pedestrian and bicycle circulation shall be separated from motor vehicle circulation. Safe and convenient pedestrian circulation, including appropriate sidewalks, shall be provided on the site and its approaches. The pedestrian circulation plan shall be designed to minimize conflicts with vehicular traffic.”</p> <p>In addition, the Portland Street Bicycle & Pedestrian Scoping Study includes access management recommendations to accommodate pedestrians and cyclists</p>
TOTAL SCORE (Min 8/10)	9	Number of YES responses (completed by DHCD staff)

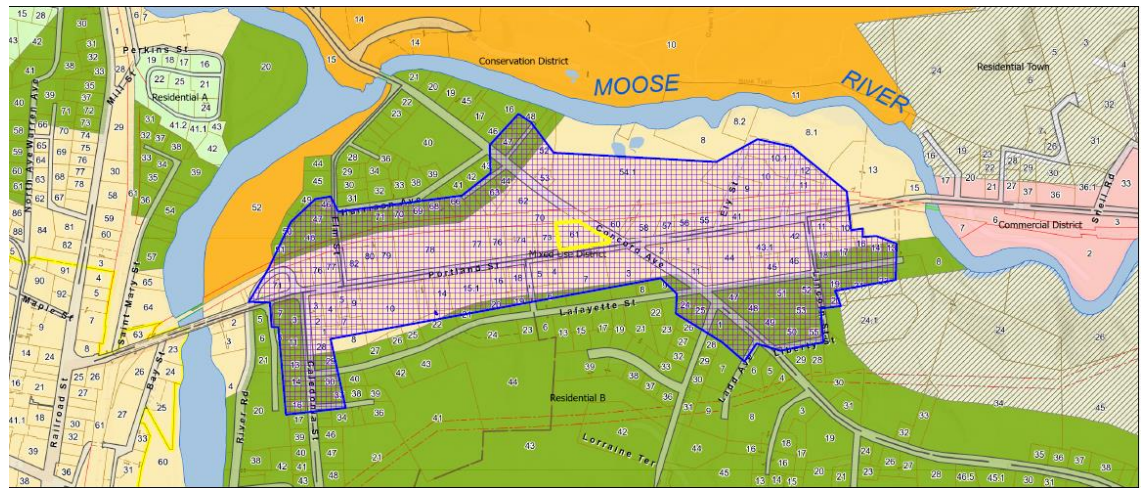
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St. Johnsbury Neighborhood Development Area

Snapshot

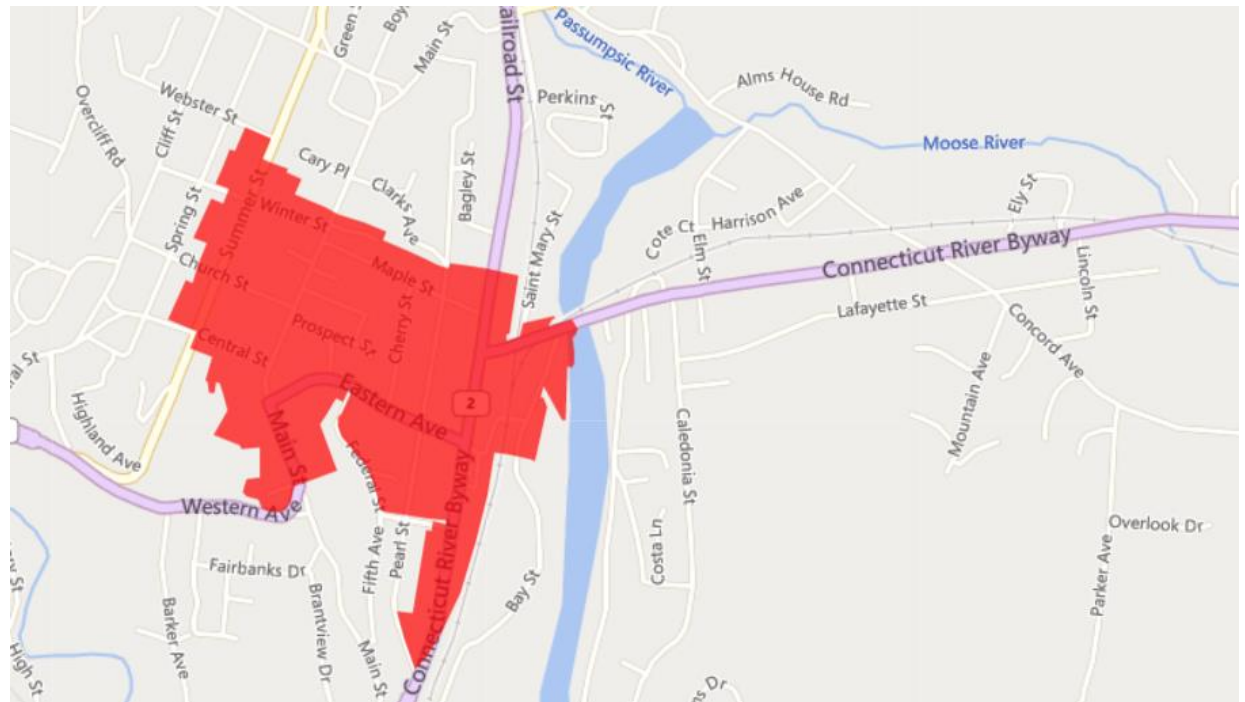
- 7,364 Population (2020 VTDH)
- Caledonia County



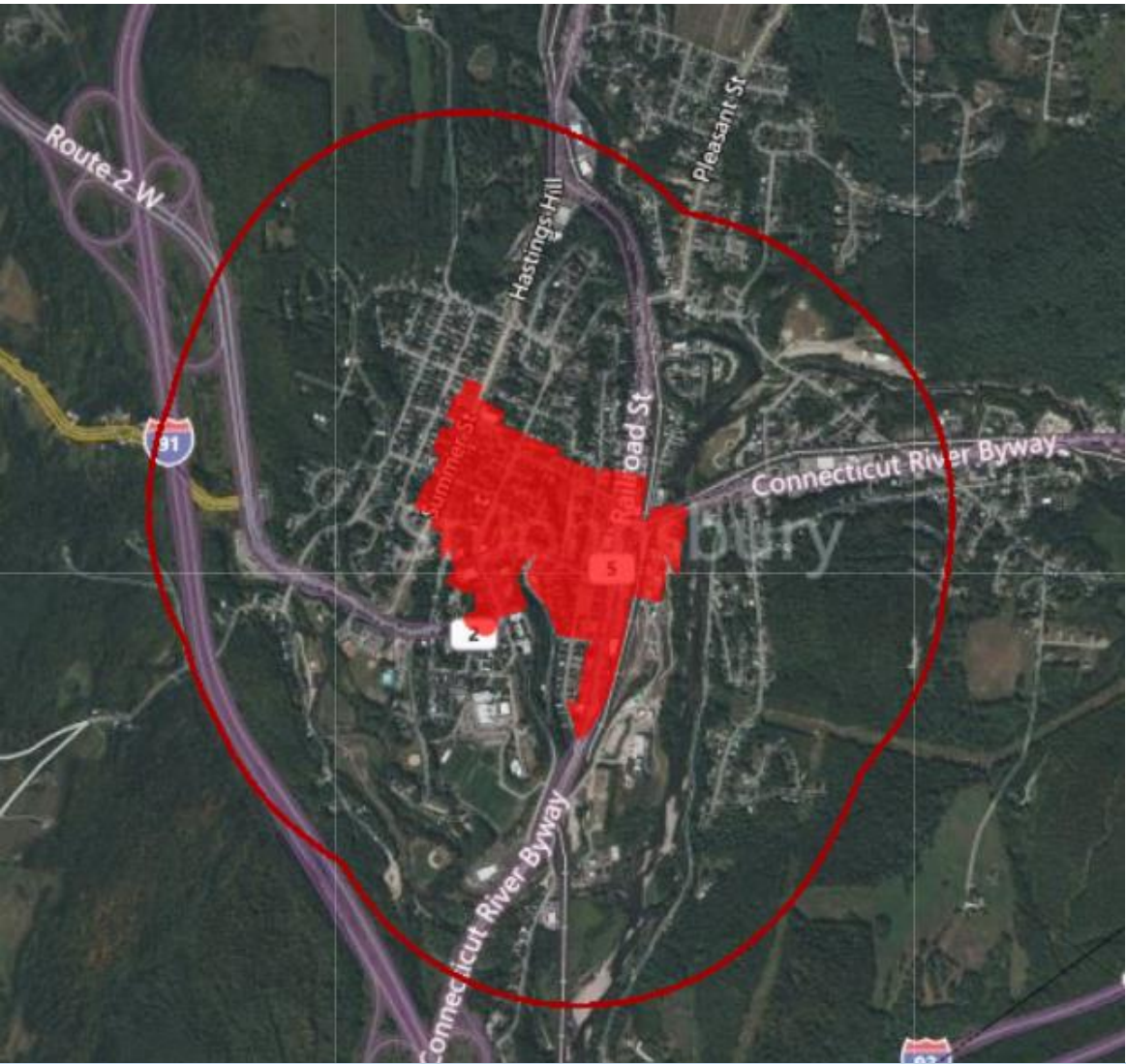
St. Johnsbury Neighborhood Development Area

Designation Status

1999 – Downtown



St. Johnsbury Downtown



Approved Designated
Downtown & Planning Area

St. Johnsbury Zoning

Proposed NDA Boundary

St Johnsbury, VT

1 inch = 376 Feet

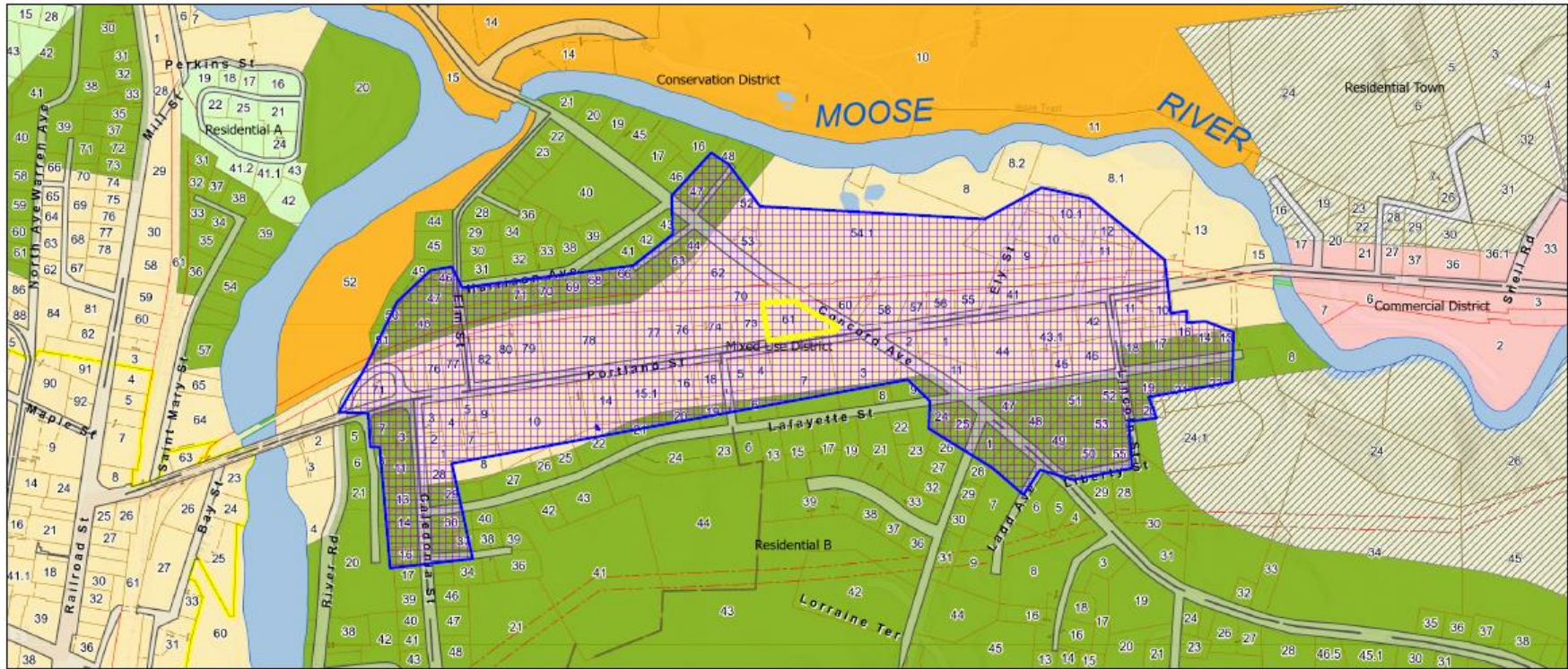
0 376 752 1128



www.cai-tech.com



May 8, 2023



Parcel - Poly	Property Line	CommonNotPar	RoadNotPar	Designated Downtown Boundary	Residential B
Street Names	Public Road	Dashed Road	Utility	Conservation District	Residential Town
Common Line	Railroad	Property Hook	WaterLines	Commercial District	World Hillshade
Dashed Road	Block	Property TIC	Right of Ways	Mixed Use District	
PWater	Bridge	Right of Way	WaterPolys	Residential A	

St. Johnsbury

Proposed Neighborhood Development Area Boundaries



LEGEND

- River Corridors (Aug 27, 2019)
- Downtown Planning Buffer (0.5 mile)
- Downtown District Boundary
- Town Boundaries
- VT State Boundary

St. Johnsbury

Context



Portland Street looking East

St. Johnsbury

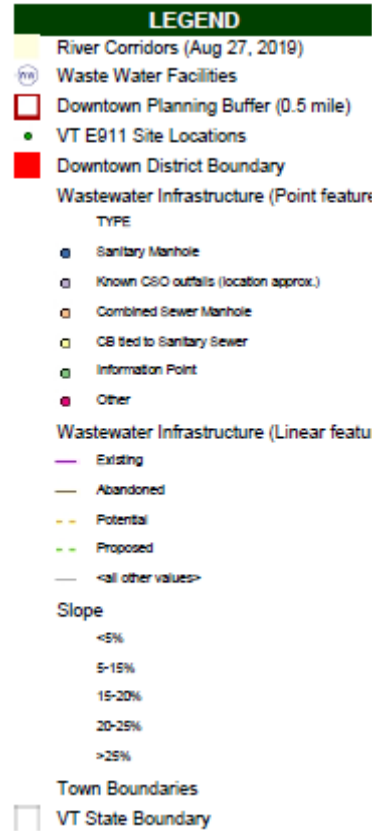
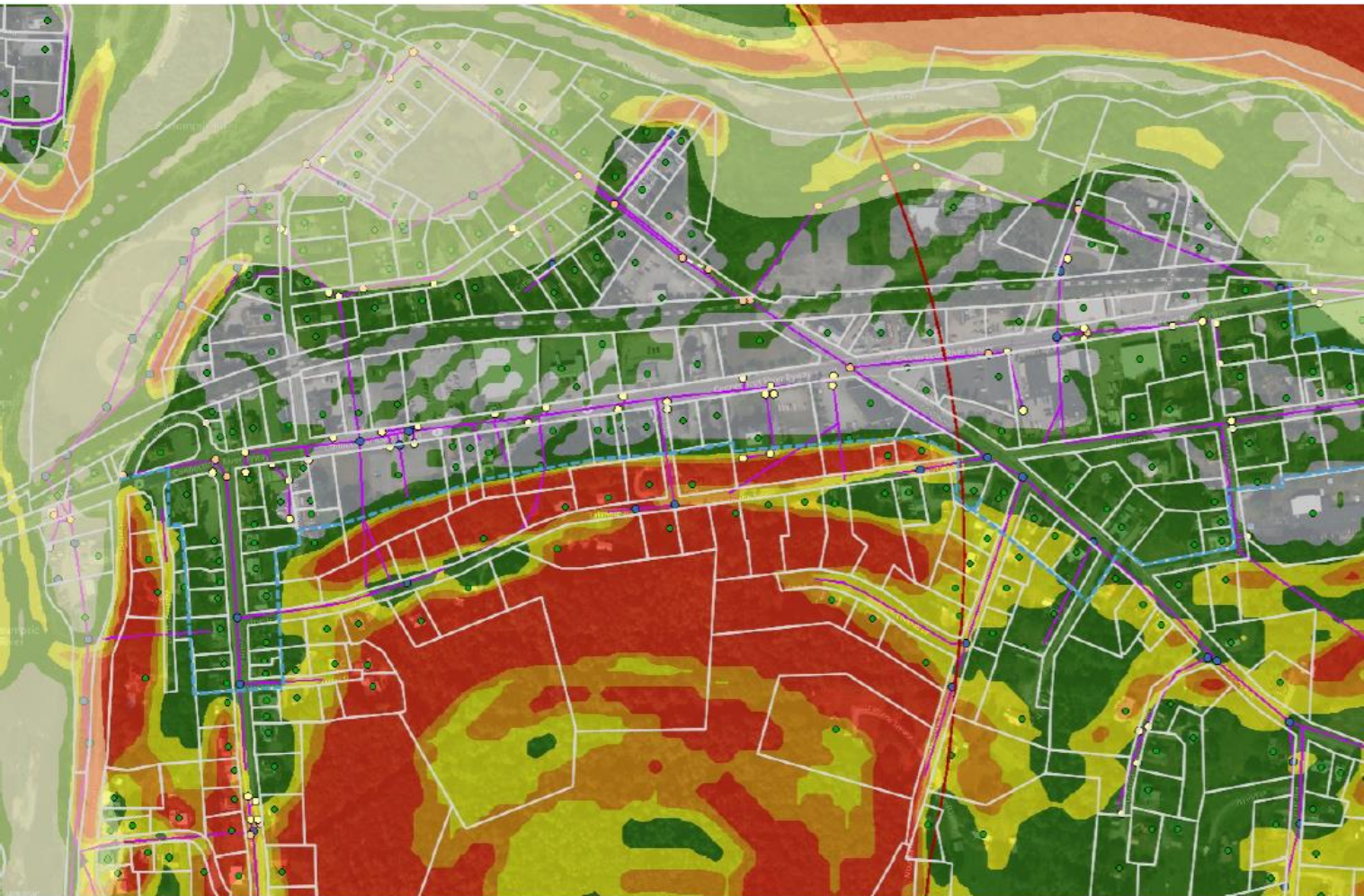
Context



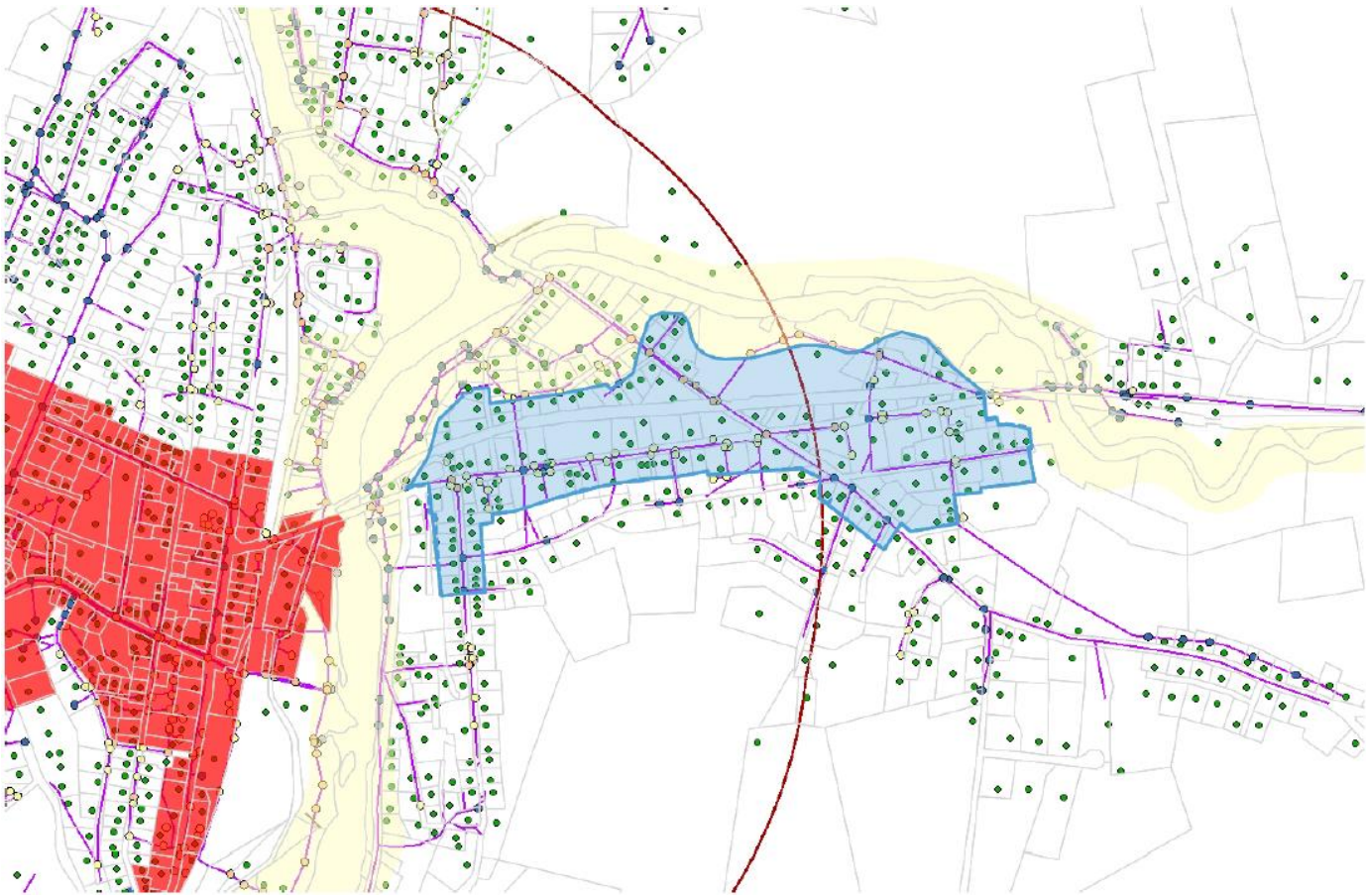
Lafayette Street

St. Johnsbury

River Corridors & Steep Slopes



St. Johnsbury Utilities



LEGEND

- River Corridors (Aug 27, 2019)
- Waste Water Facilities
- Downtown Planning Buffer (0.5 mile)
- VT E911 Site Locations
- Downtown District Boundary
- Wastewater Infrastructure (Point feature)
TYPE
 - Sanitary Manhole
 - Known CSO outfalls (location approx.)
 - Combined Sewer Manhole
 - CS tied to Sanitary Sewer
 - Information Point
 - Other
- Wastewater Infrastructure (Linear featu)
TYPE
 - Existing
 - Abandoned
 - Potential
 - Proposed
 - <all other values>
- Town Boundaries
- VT State Boundary

St. Johnsbury

Design Guide – Complete Streets

Is served by planned or existing transportation infrastructure that conforms with "complete streets" principles as described under 19 V.S.A. § 309d and establishes pedestrian access directly to the downtown, village center, or new town center.

Score: 8/10

Application Guidelines

Complete Streets

Complete Streets

Complete streets is a philosophy and approach to planning, design, construction and maintenance of our roadway network to consider all users, including pedestrians, bicyclists and transit riders. Context and current or potential travel patterns need to be considered in determining the appropriate way to meet the needs of all modes of transportation. Complete Streets projects can provide diverse and widespread benefits, including the following:

- Streets that accommodate all users are safer for everyone, including automobile drivers and passengers.
- Complete streets can provide greater mobility and accessibility to those without a car. This can be particularly important to the quality of life for seniors and young people, allowing for greater opportunities to participate in constructive social and educational activities.
- Complete streets can offer a choice for less costly modes of transportation, which has economic benefit to individuals or families.
- Active travel (walking and bicycling) can improve health and provide needed daily exercise.

The Complete Streets Guide for Vermont Communities is available for download at: <http://vncr.org/wp-content/uploads/2013/01/complete-streets-a-guide-for-vermont-communities-aarp-optimized.pdf>

The following check list will help you review existing bylaws and policies to see if the requirements for the design of streets and bike/pedestrian facilities are appropriate for walkable neighborhoods.



Checklist for Bylaws

Do the bylaws in the NDA:

- Require that provisions be made for the extension of the street and pedestrian network into existing streets and adjacent, undeveloped land?
- Have existing or planned pedestrian facilities (such as sidewalks/paths) servicing the proposed NDA?
- Require sidewalks or pedestrian facilities for new development?
- Have plans or regulations in place that include bike facilities (such as paths/lanes) where appropriate?
- Require street trees, lighting and appropriate landscaping for new developments?
- Require new streets to be as narrow as possible (such as having specifications for travel lanes that are eleven feet wide or narrower?)
- Require utilities to be placed underground in new developments?
- Prohibit cul de sacs/dead end streets and oversize block lengths? If not, is the length of cul de sacs regulated and minimized?
- Allow for on-street parking?
- Minimize any required off-street parking? (Requiring two or more off street parking spaces per residential unit is excessive.)

10
Min 8/10

St. Johnsbury

Design Guide – Building & Lot Pattern

Local bylaws, regulations, and policies applicable to the neighborhood development area substantially conform to the neighborhood design guidelines developed by the Department.

Score: 9/10

Application Guidelines

Building and Lot Patterns

Residential Lot Patterns

The type, design, and layout of structures within a neighborhood define its character. Lot sizes, building and lot dimensions, architectural details, and the form and type of buildings themselves can give dimensional form to a walkable neighborhood.

To be a “walkable” neighborhood, buildings should be reasonably close together, enclosing the street and making it comfortable to walk along. Large gaps between buildings can make streets less appealing to pedestrians. Lot frontages should be minimal, allowing for a narrow, visually rich and interesting neighborhood. At the same time, there should be diversity within the neighborhood. Duplexes, townhouses, accessory dwellings and apartments add variety and offer greater choice for those seeking to live in a walkable neighborhood. Designed to a similar scale, and using the same architectural features as surrounding structures, they can fit easily and comfortably into the mix of housing offered.

Building Patterns

In the walkable neighborhoods the pattern of buildings and orientation is set primarily by the historic grid of streets as well relationship of residential units within the existing neighborhood. The orientation and placement of buildings along the street help to reinforce the public realm by enhancing the pedestrian environment through creating a sense of enclosure. New or redeveloped and renovated homes should reflect the siting and character of a neighborhood and follow a consistent setback and pattern. In addition, the mass and scale of new buildings should maintain the scale of the surrounding homes, while providing an architectural diversity that makes our neighborhoods unique and interesting.

The following check list will help you review existing bylaws and policies to see if the requirements for the design and layout of residential lot and building patterns are appropriate for walkable neighborhoods.

Checklist for Bylaws

10
Min 8/10

Do the bylaws in the NDA:

- Allow for a mix of housing opportunities (multi-family, duplex, and single-family, etc.) throughout the NDA?
- Allow for small minimum lot sizes, similar to existing small lot sizes in the area?
- Have dimensional requirements or form based code standards, that make it possible to convert existing single family dwellings into multi-family dwellings?
- Minimize dimensional requirements (whether traditional: lot size, frontage, lot coverage, etc. or form based: building form standards, frontage type standards, etc.) allowing for infill development?
- Allow for building heights that are sufficiently high enough to allow for diverse housing options (at least 3 story building)?
- Reduce front setbacks to conform to existing building lines or add a maximum requirement to prevent new development from being set back “too far” from the street?
- Include provisions that ensure garage doors are not the dominant element of a front façade? An example of this would be prohibiting the garage door from facing the street or requiring it to be setback from the front wall of the building.
- Require that new developments be designed to accommodate safe and convenient pedestrian circulation.
- Include provisions that encourage primary building facades to be oriented to the street (such as requiring front doors to face the street)?
- Have provisions that minimize curb cuts and reduce their frequency, or other access management provisions?

St. Johnsbury

Application Summary

Complete application.

All NDA requirements met.

- Cover letter with supporting documentation
- Town planning confirmed by regional planning commission
- Pre-application meeting
- Location
- Resource avoidance
- Land development regulations that meet neighborhood density & design standards
- Maps

St. Johnsbury Neighborhood Development Area



Staff Recommendation:

Approve neighborhood development area, acknowledging the NDA extends beyond the planning area and meets the established criteria for an extension.



TOWN OF ST. JOHNSBURY

Town Manager's Office
51 Depot Square, Suite 3
St. Johnsbury, VT 05819
802-748-3926
www.stjvt.com

Town Clerk 802-748-4331
Dispatch 802-748-2314
Police 802-748-2314
Fire 802-748-8925
Public Works 802-748-4408
Assessor Office 802-748-4272

May 1, 2023

Jacob Hemmerick
Division for Community Planning and Revitalization
Department of Housing and Community Development (DHCD)
One National Life Drive, 6th Floor
Montpelier, VT 05620
Via email at: jacob.hemmerick@vermont.gov; Cc: amy.tomasso@vermont.gov

Dear Jacob,

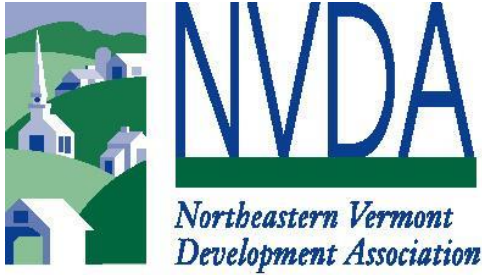
The Town of St. Johnsbury is pleased to submit this application for Neighborhood Development Area designation for a section of Town along and adjacent to the Portland Street corridor, known historically as “Summerville.” The 2017 St. Johnsbury Town Plan notes as one of its objectives, “Continue to maintain and enhance the quality of the town’s existing settlements and neighborhoods by expanding availability of tax incentives and other benefits available through state neighborhood, village and/or growth center designations for the Summerville neighborhood...” This designation forwards that objective, and would be a key way for the Town to attract housing developers and incentivize the rehabilitation of income-producing residential properties in this neighborhood.

The St. Johnsbury Planning Commission affirmed its support for the establishment of an NDA in the “Summerville” neighborhood at its regular meeting on April 18, 2023; and the St. Johnsbury Selectboard likewise affirmed its support of this application at its regular meeting on April 24, 2023.

It is recognized that the NDA designation alone will not be enough to realize such development and the Town intends to supplement this designation, if achieved, with a marketing campaign targeted to housing developers and to owners of rental properties in the area. The Town already has developed a good outreach program with landlords through the rental housing improvement grant program. The availability of State tax credits for the rehabilitation of housing in the NDA will be a further incentive to continue the momentum of improvement of the rental housing stock in Town.

Sincerely,

Chad L. Whitehead
Town Manager



October 4, 2022

Joe Kasprzak, Assistant Town Manager
Town of St. Johnsbury
Pomerleau Building, 51 Depot Square, Suite 3
St. Johnsbury, VT 05819

Dear Joe,

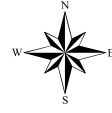
This letter is to inform you that St. Johnsbury's planning process was confirmed at the NVDA annual meeting on September 29, 2022.

St. Johnsbury was confirmed because its 2017 Municipal Plan, updated with an enhanced energy element in 2021, was approved by NVDA and remains in effect through 2025. In addition, St. Johnsbury has an active planning commission working to implement the plan, and the Town provides local funds for both local and regional planning.

Sincerely,

Irene Nagle, Senior Planner

Cc: Jim Brown, St. Johnsbury Planning Commission Chair
Chad Whitehead, Town Manager



Proposed NDA Boundary

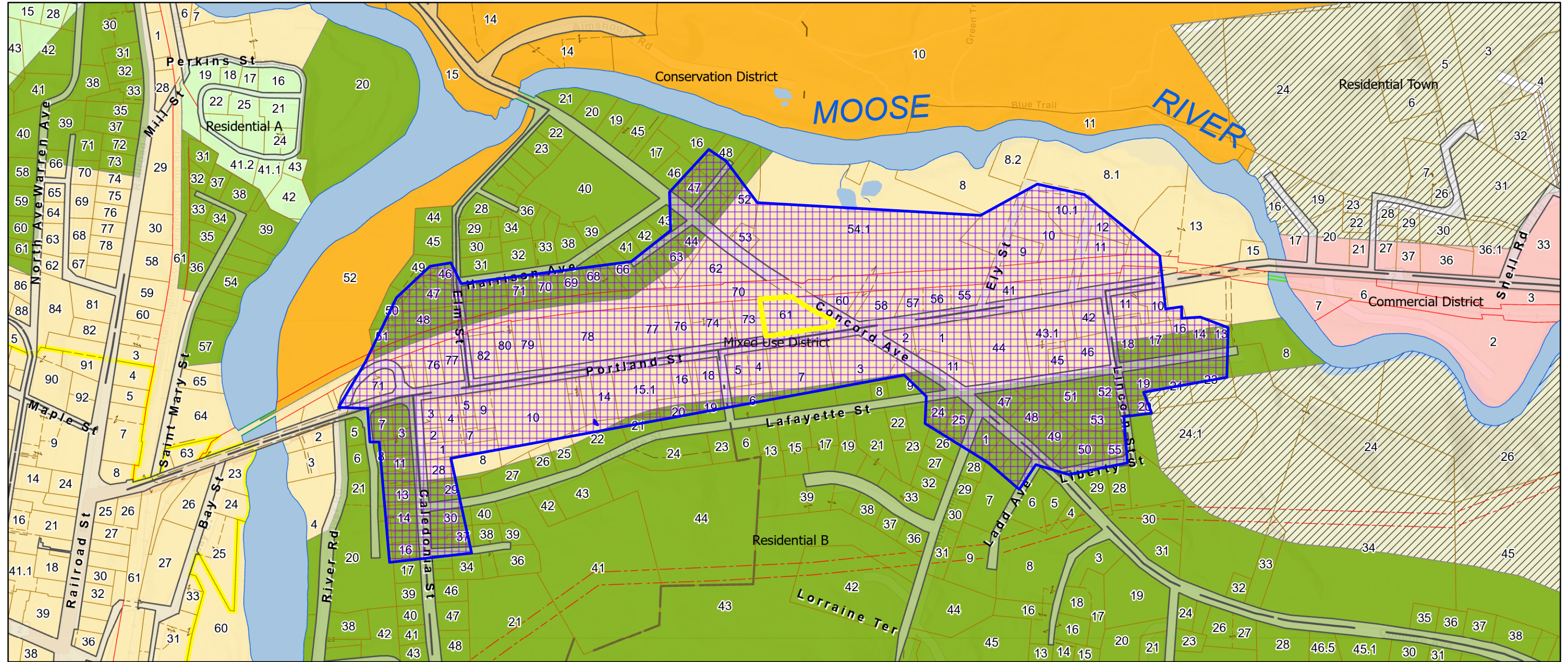
St Johnsbury, VT

1 inch = 376 Feet



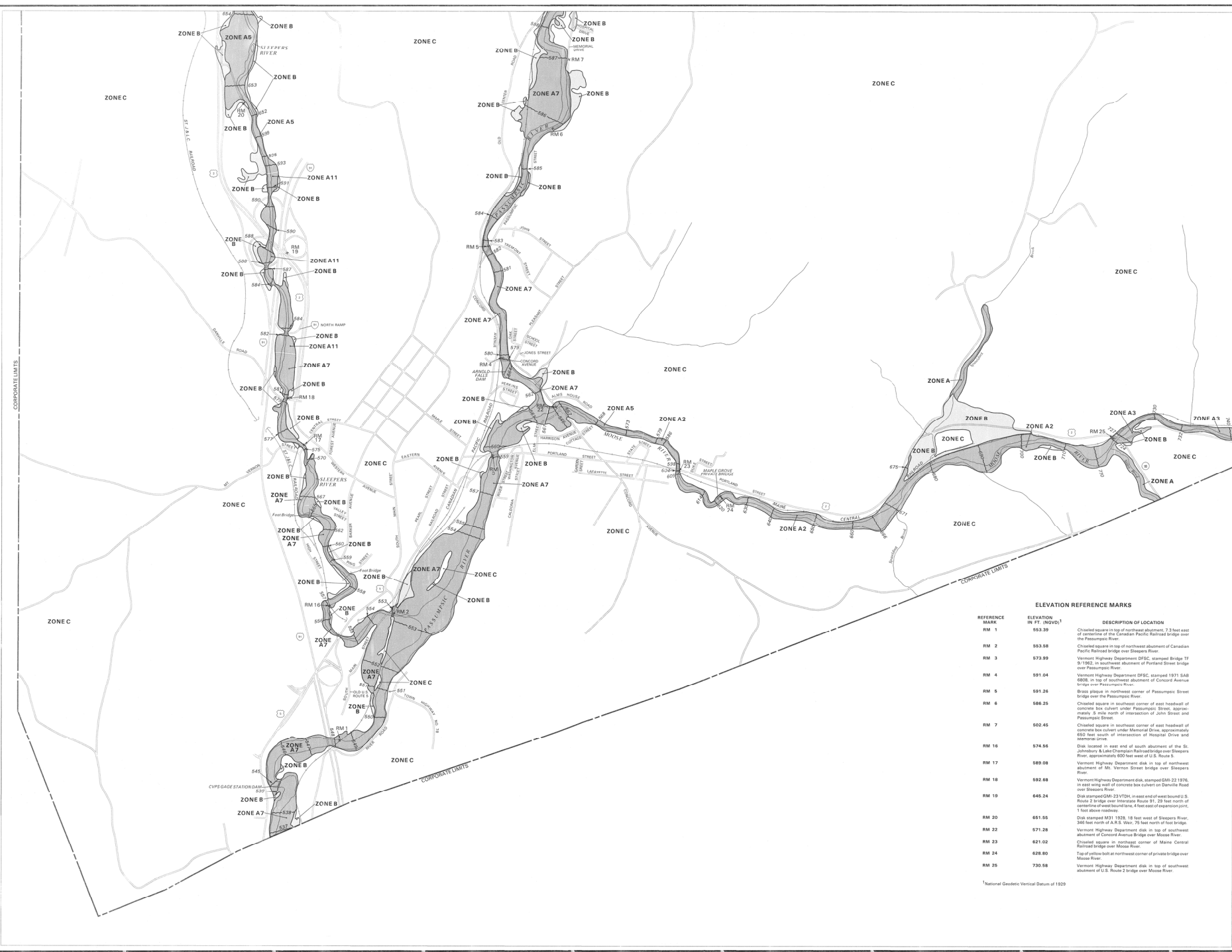
www.cai-tech.com

May 8, 2023



Parcel - Poly	Property Line	CommonNotPar	RoadNotPar	Designated Downtown Boundary	Residential B
Street Names	Public Road	Dashed Road	Utility	Conservation District	Residential Town
Common Line	Railroad	Property Hook	WaterLines	Commercial District	World Hillshade
Dashed Road	Block	Property TIC	Right of Ways	Mixed Use District	
PWater	Bridge	Right of Way	WaterPolys	Residential A	

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.



KEY TO MAP

100-Year Flood Boundary	ZONE B
100-Year Flood Boundary	ZONE A1
Zone Designation*	ZONE A6
100-Year Flood Boundary	ZONE B
100-Year Flood Boundary	ZONE B
Blue Flood Elevation Line With Elevation in Feet**	EL 971
Blue Flood Elevation in Feet Where Uniform Within Zone**	RM7 ₂
Elevation Reference Mark	RM7 ₂
Zone D Boundary	
River Mile	MI 5

*Referenced to the National Geodetic Vertical Datum of 1929

***EXPLANATION OF ZONE DESIGNATIONS**

ZONE	EXPLANATION
A	Area of 100-year flood; base flood elevations and flood hazard factors not determined.
A0	Area of 100-year shallow flooding where depths are between one (1) and three (3) feet; average depths of flooding are shown, but no flood hazard factors are determined.
AH	Area of 100-year shallow flooding where depths are between one (1) and three (3) feet; base flood elevations are shown, but no flood hazard factors are determined.
A1-A30	Area of 100-year flood; base flood elevations and flood hazard factors determined.
A99	Area of 100-year flood to be protected by flood protection system; under construction; base flood elevations and flood hazard factors not determined.
B	Area between limits of the 100-year flood and 500-year flood or depth area within the 100-year flood with average depths less than one (1) foot or where the contributing drainage area is less than 100 acres; may be an area protected by levees from the base flood. (Medium shading)
C	Area of minimal flooding (no shading)
D	Area of unembanked, but leveeable, flood hazards.
V	Area of 100-year coastal flood with velocity (wave action); base flood elevations and flood hazard factors not determined.
V1-V30	Area of 100-year coastal flood with velocity (wave action); base flood elevations and flood hazard factors determined.

NOTES TO USER

Certain areas not in the special flood hazard areas (zones A and V) may be protected by flood control structures.

This map is for flood insurance purposes only; it does not necessarily show all areas subject to flooding in the community or all potential factors which could affect flood hazard areas.

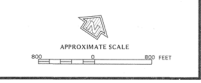
For adjusting map panels, see separately printed Index To Map Panels.

INITIAL IDENTIFICATION:
 AUGUST 1, 1974
 FLOOD HAZARD BOUNDARY MAP REVISIONS:
 JANUARY 14, 1977

FLOOD INSURANCE RATE MAP EFFECTIVE:
 JULY 3, 1986
FLOOD INSURANCE RATE MAP REVISIONS:

Refer to the FLOOD INSURANCE RATE MAP EFFECTIVE date shown on this map to determine when adjusted rates apply to structures in the zones where elevations or depths have been established.

To determine if flood insurance is available in this community, contact your insurance agent, or call the National Flood Insurance Program at (800) 638-6267.



ELEVATION REFERENCE MARKS

REFERENCE MARK	ELEVATION IN FT. (NGVD) ¹	DESCRIPTION OF LOCATION
RM 1	563.39	Chiseled square in top of northeast abutment 7.3 feet east of centerline of the Canadian Pacific Railroad bridge over the Passumpsic River.
RM 2	563.58	Chiseled square in top of northwest abutment of Canadian Pacific Railroad bridge over Sleepers River.
RM 3	673.99	Vermont Highway Department DFR, stamped Bridge T1 2-1182, in southwest abutment of Portland Street bridge over Passumpsic River.
RM 4	591.04	Vermont Highway Department DFR, stamped 1971 SAB 6808, in top of southwest abutment of Concord Avenue bridge over Passumpsic River.
RM 5	591.26	Brass plaque in northwest corner of Passumpsic Street bridge over Passumpsic River.
RM 6	586.25	Chiseled square in southeast corner of east halfwall of concrete box culvert under Passumpsic Street, approximately 50 feet north of intersection of John Street and Passumpsic Street.
RM 7	502.45	Chiseled square in southeast corner of east halfwall of concrete box culvert under Memorial Drive, approximately 650 feet south of intersection of Hospital Drive and Memorial Drive.
RM 16	574.56	Disk located in east end of south abutment of the St. Johnsbury & Lake Champlain Railroad bridge over Sleepers River, approximately 800 feet west of U.S. Route 8.
RM 17	589.06	Vermont Highway Department disk in top of northeast abutment of Mt. Vernon Street bridge over Sleepers River.
RM 18	592.68	Vermont Highway Department disk, stamped GMI 22 1976, in east wing wall of concrete box culvert on Danville Road over Sleepers River.
RM 19	646.24	Disk stamped GMI 23 1704, in east end of west bound U.S. Route 2 bridge over Interstate Route 81, 23 feet north of centerline of west bound lane, 4 feet east of expansion joint, 1 foot above roadway.
RM 20	651.55	Disk stamped M31 1928, 14 feet west of Sleepers River, 246 feet north of U.S. Way, 75 feet north of foot bridge.
RM 22	571.28	Vermont Highway Department disk in top of southwest abutment of Concord Avenue Bridge over Moose River.
RM 23	621.02	Chiseled square in northeast corner of Maine Central Railroad bridge over Moose River.
RM 24	628.80	Top of yellow boll at northwest corner of private bridge over Millard River.
RM 25	730.58	Vermont Highway Department disk in top of southwest abutment of U.S. Route 2 bridge over Moose River.

¹National Geodetic Vertical Datum of 1929

NATIONAL FLOOD INSURANCE PROGRAM

FIRM FLOOD INSURANCE RATE MAP

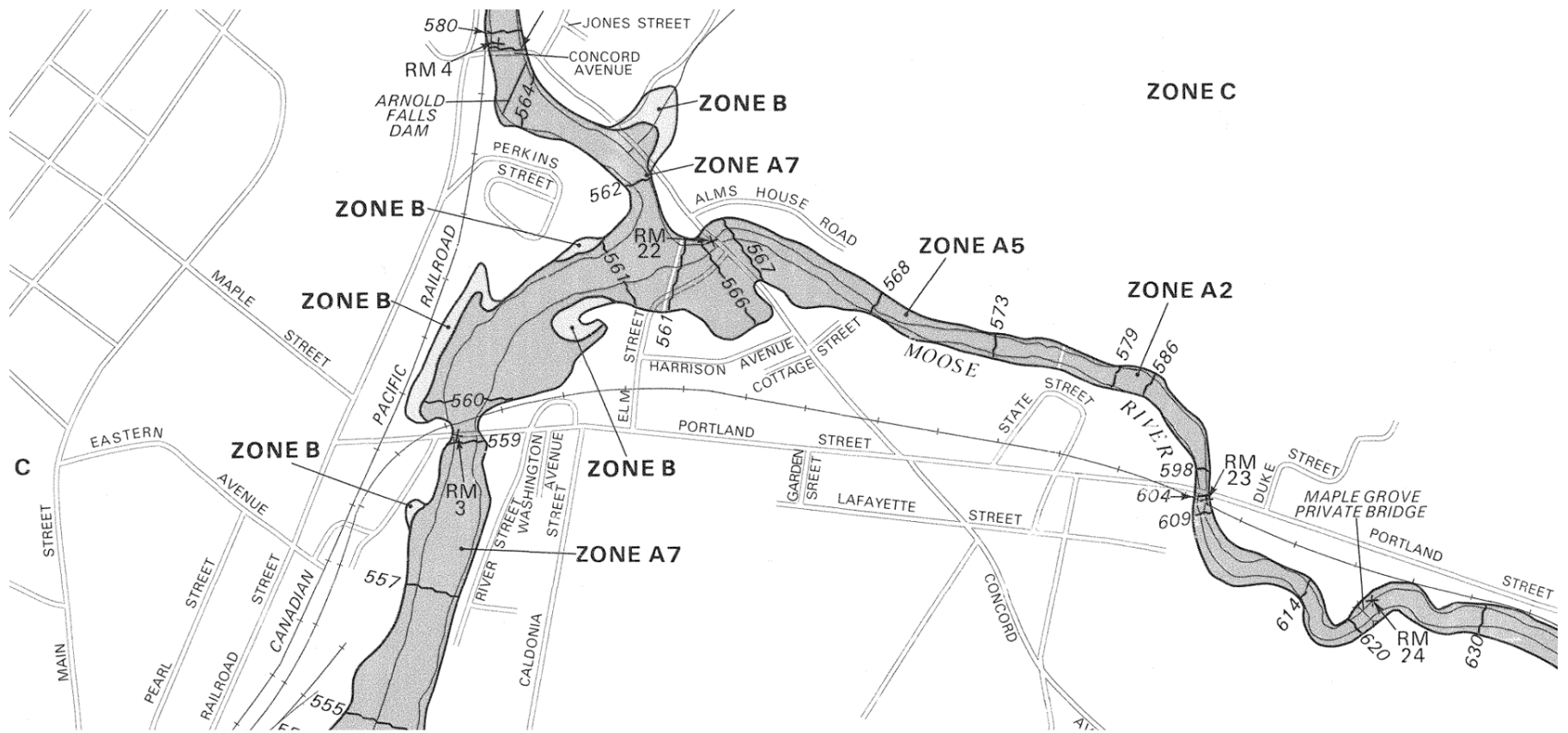
TOWN OF ST. JOHNSBURY, VERMONT CALEDONIA COUNTY

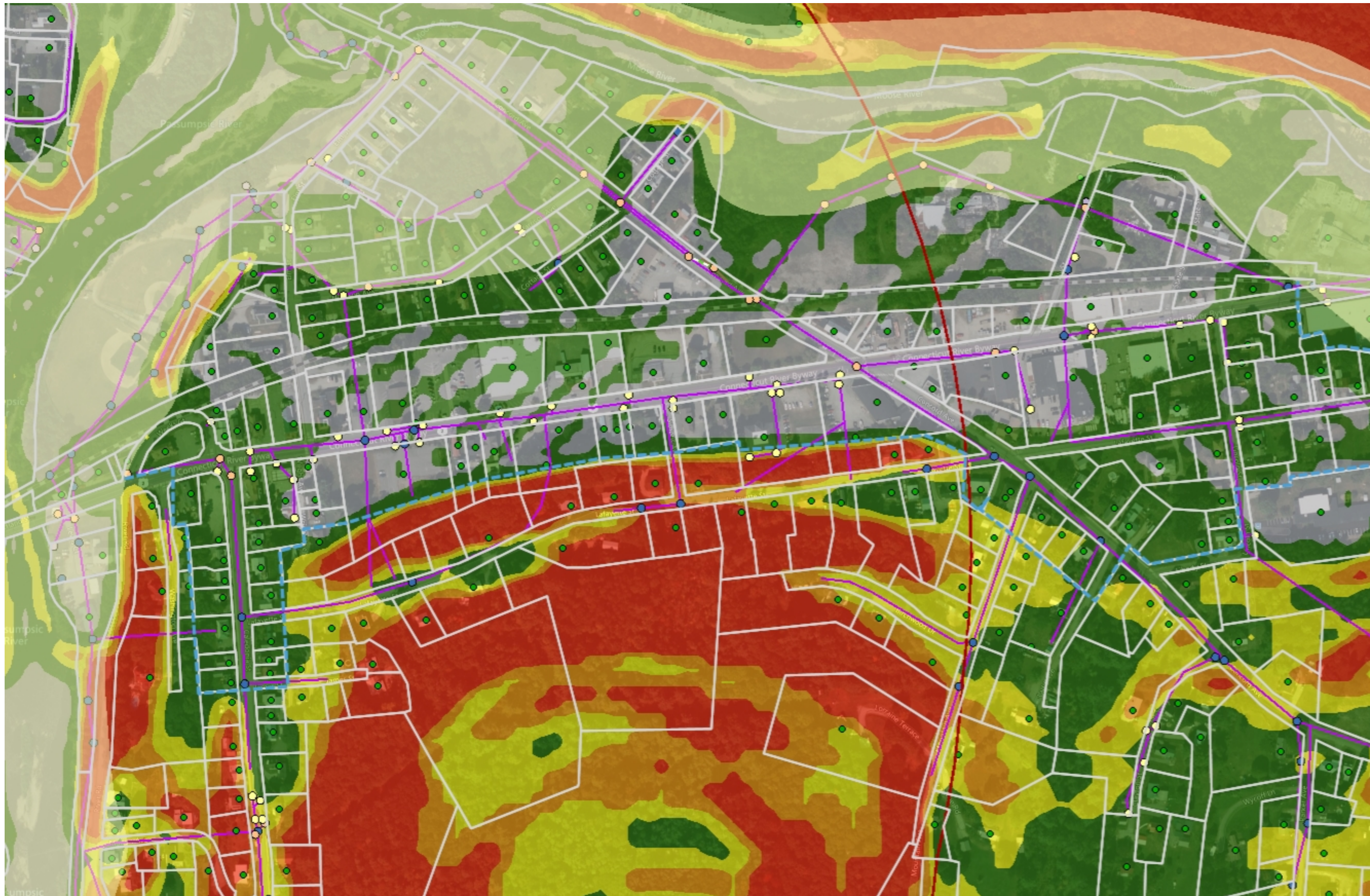
PANEL 15 OF 20
 SEE MAP INDEX FOR PANELS NOT PRINTED

COMMUNITY-PANEL NUMBER
 500031 0015 B

EFFECTIVE DATE:
 JULY 3, 1986

Federal Emergency Management Agency





LEGEND

- River Corridors (Aug 27, 2019)
- Waste Water Facilities
- Downtown Planning Buffer (0.5 mile)
- VT E911 Site Locations
- Downtown District Boundary

Wastewater Infrastructure (Point feature)

TYPE

- Sanitary Manhole
- Known CSO outfalls (location approx.)
- Combined Sewer Manhole
- CB tied to Sanitary Sewer
- Information Point
- Other

Wastewater Infrastructure (Linear feature)

- Existing
- Abandoned
- Potential
- Proposed
- <all other values>

Slope

- <5%
- 5-15%
- 15-20%
- 20-25%
- >25%

Town Boundaries

VT State Boundary

1:3,419

April 28, 2023



0.1 0 0.05 0.1 Miles

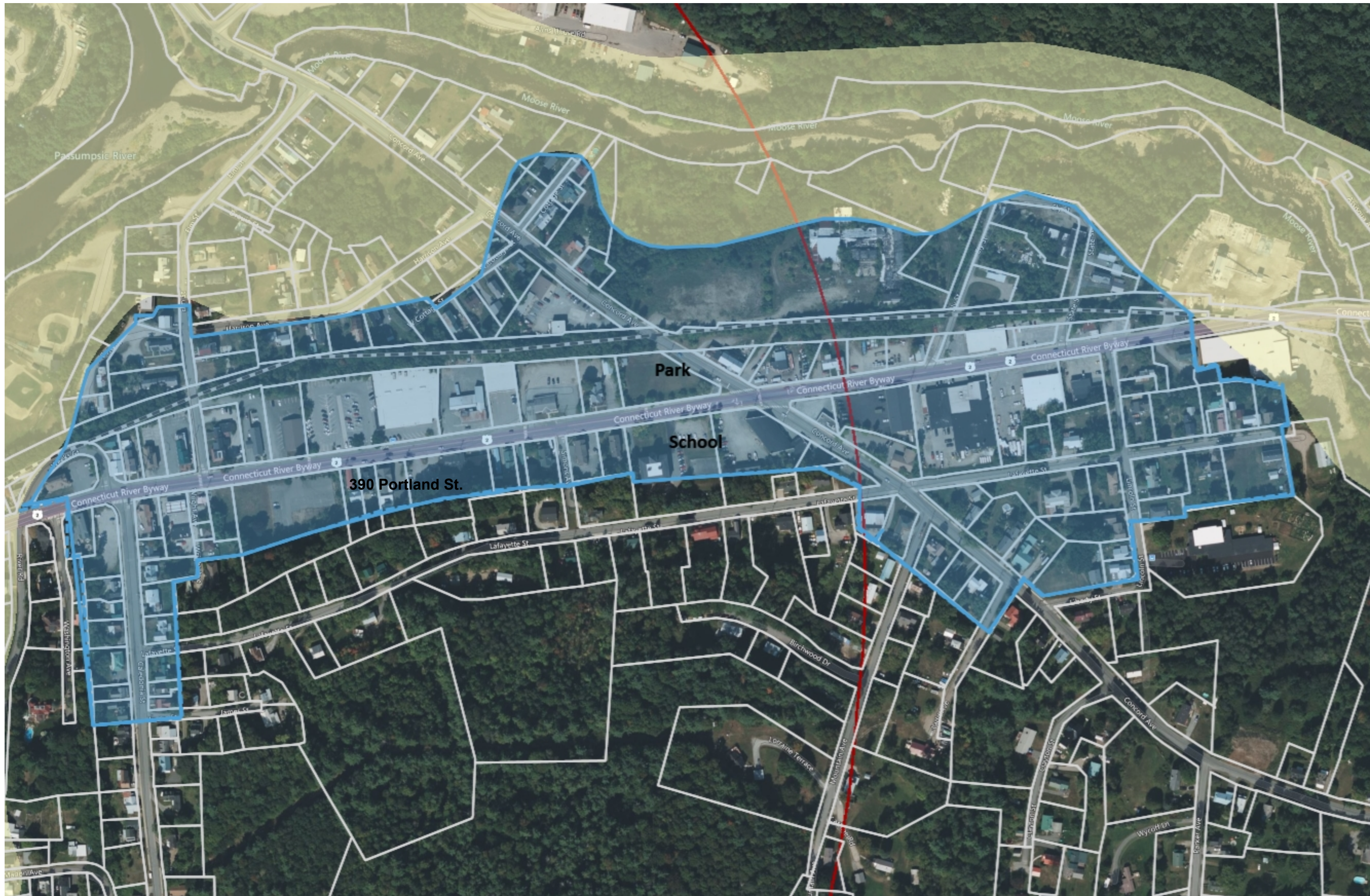
WGS_1984_Web_Mercator_Auxiliary_Sphere

© 2017

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

NOTES



LEGEND

- River Corridors (Aug 27, 2019)
- Downtown Planning Buffer (0.5 mile)
- Downtown District Boundary
- Town Boundaries
- VT State Boundary

1:3,419

April 28, 2023



0.1 0 0.05 0.1 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere

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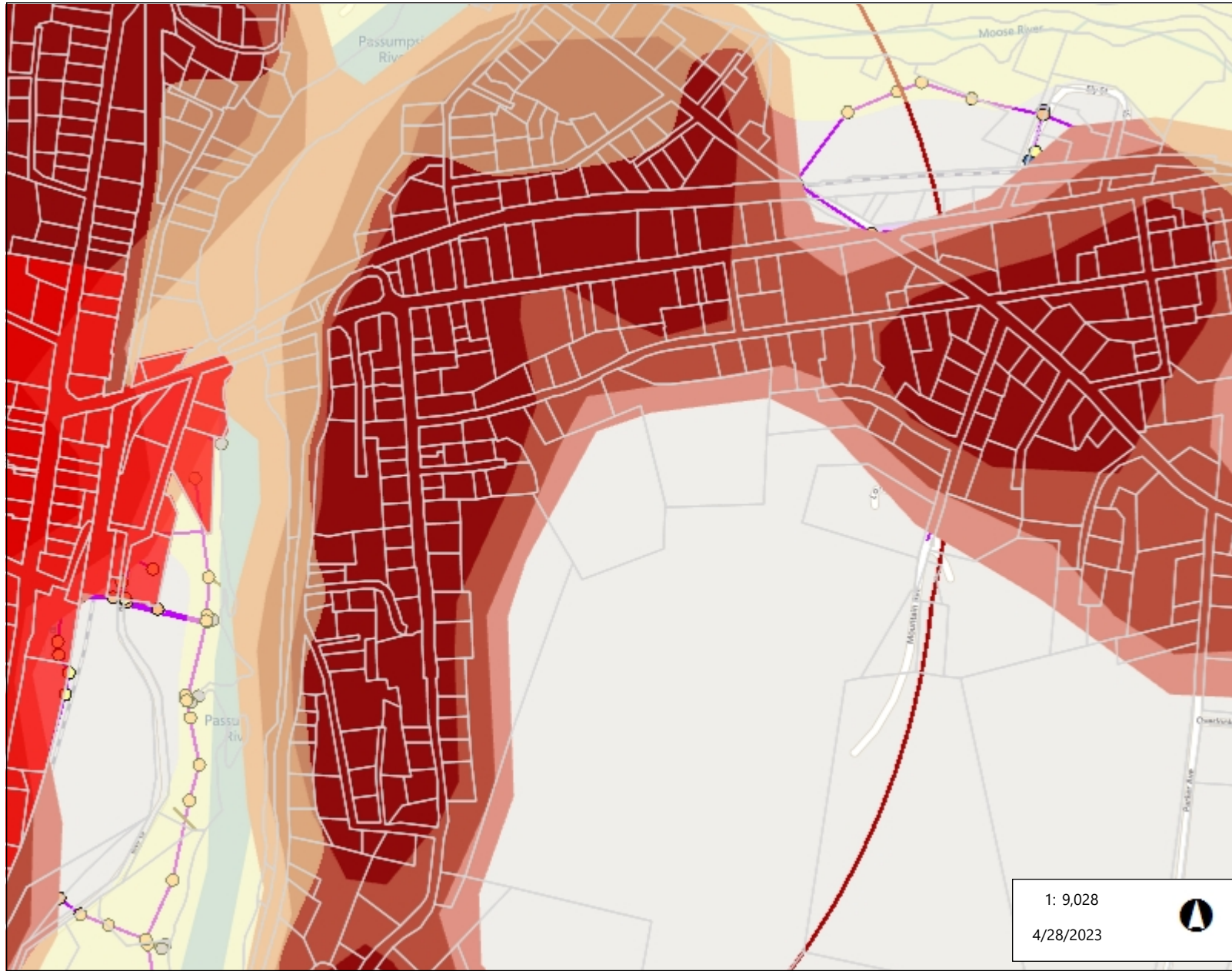
THIS MAP IS NOT TO BE USED FOR NAVIGATION

NOTES



Summerville proposed NDA

Provided by the Planning Atlas Dept. of Housing & Community Development



Legend

- River Corridors (Aug 27, 2019)
- Density of Habitable Buildings**
- Low
- Medium
- High
- Highest
- Wastewater Facilities
- Downtown Planning Buffer (0.5 miles)
- Downtown District Boundary
- Wastewater Infrastructure (Point)**
- TYPE
- Sanitary Manhole
- Known CSO outfalls (location appropriate)
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- Information Point
- Other
- Wastewater Infrastructure (Line)**
- Existing
- Abandoned
- Potential
- Proposed
- <all other values>
- Town Boundaries
- VT State Boundary

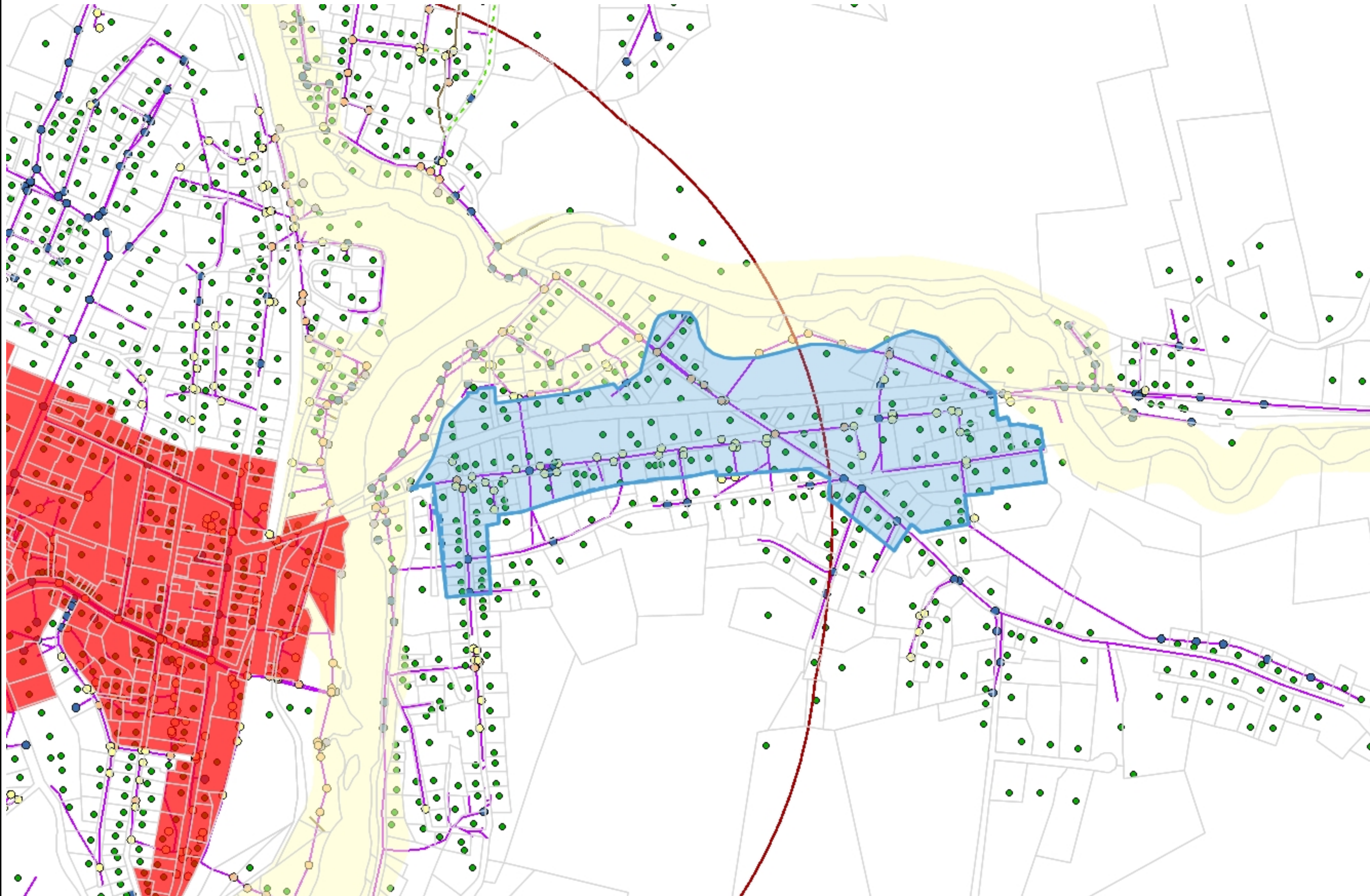
1: 9,028

4/28/2023



0.3 0 0.14 0.3 Miles

Notes



LEGEND

- River Corridors (Aug 27, 2019)
- Waste Water Facilities
- Downtown Planning Buffer (0.5 mile)
- VT E911 Site Locations
- Downtown District Boundary
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 - Known CSO outfalls (location approx.)
 - Combined Sewer Manhole
 - CB tied to Sanitary Sewer
 - Information Point
 - Other
- Wastewater Infrastructure (Linear featu)
- TYPE
 - Existing
 - Abandoned
 - Potential
 - Proposed
 - <all other values>
- Town Boundaries
- VT State Boundary

1:6,839

April 28, 2023

0.2 0 0.11 0.2 Miles

WGS_1984_Web_Mercator_Auxiliary_Sphere

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NOTES