



# CIVIL ENGINEERING ASSOCIATES, INC.

10 Mansfield View Lane  
South Burlington, VT 05403

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May 18, 2021

Ms. Lisa Riddle, Zoning Administrator  
Town of Colchester  
781 Blakely Road  
Colchester, VT 05446

**Re: Champlain Housing Trust  
Lot 19 (Building 7) – Sunderland Farm PUD– 111 Stuart Avenue  
Lot Line Adjustment, Site Plan and **Conditional Use Application****

Dear Ms. Riddle:

Champlain Housing Trust in coordination with Evernorth, is proposing the construction of a 36 unit affordable housing apartment building located at 111 Stuart Avenue within the Sunderland Farm Community Planned Unit Development. The building will include 14 one-bedroom, 14 two-bedroom and 8 three bedroom units.

The Town review and approval process for the Sunderland Farm Community Planned Unit Development included many master planned land uses and features which although technically were not formally approved, they provided the basis for determining if the approved infrastructure would be suitable to meet the needs of the community . This application makes reference to some of those master planning studies and brings them forward with this application to demonstrate that the proposed project will not have undue impacts on the Town services or surrounding community.

**Lot Line Adjustment** - This project requires a Lot Line Adjustment between Lots 19 and 19A to provide the requisite setbacks for the proposed building's rear yard setback and the parking side yard setback. This will be handled administratively.

**Site Plan and Conditional Use Review** - With the Lot Line Adjustment in place, the applicant seeks both Site Plan and Conditional Use approval from the Town for this project.

In support of the Staff and Development Review Board evaluation of this proposal, we have included narratives that extract applicable sections from the development regulations and have provided narrative responses on how the applicant is proposing to comply with those requirements as it relates to:

Site Plan Submittal Requirements

Site Plan Review Standards

Conditional Use Review Standards

10.01 Off-Street Parking and Loading Requirements

10.02 Outdoor Illumination

10.04 Landscaping Screening

10.06 Trash Containers

### **Sewer Allocation**

With regard to sewer allocation for the project, SD Ireland has been maintaining the previous allocations through its quarterly payments to the Town for the Sunderland Farm project which has 51,256 GP GPD of sewer capacity. The project originally began with a larger amount and transferred 10,000 GPD to Water Tower Hill, and then 6,250 to Severance Corners (SW quadrant). The total design flow currently maintained for the project is 48,693 GPD. This applicant will utilize 6,580 GPD of that capacity

### **Water Allocation**

Fire District #3 has provided a water allocation to the Sunderland Farm Community project in the amount of 64,571 gallons per day. This project will utilize 8,910 GPD of that capacity. We have attached the Sunderland Farm PUD – Water & Sewer Impact Statement in support of tracking the uses against the overall project allocations.

We appreciate the time provided by the department heads who participated in the Technical Review of the project prior to this submission. The input was valuable in addressing questions and the shaping of this application package.

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The applicant's representatives that are and will continue to be instrumental in the development of this application package include:

**Champlain Housing Trust**

Miranda Lescaze - Dir. of Real Estate Development  
Kirsten Merriman Shapiro – Proj. Development Specialist

**Evernorth**

Kathy Beyer – VP Real Estate Development  
Ted Samuelsen - Senior Project Manager

The consultant team which developed the attached plan set includes:

**Rabideau Architects** – Building Design and Conceptual Project Layout

Greg Rabideau, AIA – Principal Architect  
Allen Spencer – Lead Designer

**SE Group** – Landscaping and Site Lighting

Thomas Hand, ASLA, PLA– Lead Designer

**Civil Engineering Associates** – Site & Utility Design/Permitting

Dave Marshall, P.E. – Principal Engineer  
May Ann Burke – Lead Designer

This completes our summary of the materials being submitted for the Town's review on this project. If you should have any questions, please feel free to contact me at 864-2323 x310 or at [dmarshall@cea-vt.com](mailto:dmarshall@cea-vt.com).

Respectfully,

David S. Marshall, P.E.  
Principal Engineer

Attachments:

Site Plan Application

SP Application Fee \$355

Conditional Use Application

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**CU Application Fee \$145 (Coincident with Site Plan Review)**

Boundary Line Adjustment Application fee \$215

Abutters List

Parking Lot 10% Greenspace Worksheet

Site Plan Submittal Requirements Narrative

Site Plan Review Standards Narrative

**Conditional Use Review Standards Narrative**

10.01 Off-Street Parking and Loading Requirements Narrative

10.02 Outdoor Illumination Narrative

10.04 Landscaping Screening Narrative

10.06 Trash Containers Narrative

Chapter 7 – Fire Prevention & Protection Narrative

Landscape Narrative

Landscape Cost Summary

Landscape Valuation of Retained Trees

Sunderland Farm W&S Impact Statement

RSG Sunderland Farm Traffic Impact Statement

Boundary Line Adjustment Requirements Narrative

Form Based Zoning Standards Summary

Plan Set

**Architectural**

Cover Sheet

A102 – First Floor Plan

A201 – Exterior Elevations

A202 – Exterior Elevations

A201 – Exterior Elevations

C9.1 – 3D Views

**Landscaping**

L2.00 – Layout Plan

L4.00 – Planting Plan

L4.01 – Planting Details

L5.00 – Site Lighting Plan

L5.01 – Site Lighting Details

**Civil**

Lot Line Adjustment Plat

C1.0 – Overall Existing Conditions Site Plan

C1.1 – Existing Conditions Site Plan

C2.0 - Proposed Conditions Site Plan

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- C2.1 - Proposed Site Grading Plan
- C2.2 - Proposed Access Drive Profile
- C2.3 – Site Utility Plan
- C2.4 – Fire Truck Access
- C3.0 – Proposed EPSC Plan
- C3.1 – EPSC Narrative & Details
- C4.0 – Site Details
- C4.1 – Storm Details
- C4.2 – Utility Details
- C4.3 – Misc. Details
- C5.0-C5..5 – Specifications

Cc: Digital Only - CEA File 21116.00; M. Lescaze, K. Beyer



Permit # CU-\_\_\_\_-\_\_\_\_\_

LOCAL APPLICANT  
APPLICANT  
LOCAL

All information requested in this application must be completed in all cases to provide the requested information either in this application or on the site plan will result in your application being rejected and a delay in the review of the development review board.

LOCAL MAILING ADDRESS PHONE AND FAX  
**Ireland Industries, LLC PO Box 2286, South Burlington, VT 05407, Attn: Patrick O'Brien, P 802-863-6222, email: pobrien@sdireland.com**

PROPERTY ADDRESS **111 Stuart Avenue**

ASSESSOR MAP PARCEL CAN BE OBTAINED AT ASSESSOR'S OFFICE **04-030193-0000000 & 04-030313-0000000 SPAN: 153-048-23635**

APPLICANT MAILING ADDRESS PHONE AND FAX **Champlain Housing Trust, Inc., 88 King Street, Burlington, Vermont 05401 P (802) 862-6244, email: mlescaze@getahome.org**

OWNER MAILING ADDRESS PHONE AND FAX **Dave Marshall (802) 864-2323 10 Mansfield View Lane, South Burlington, VT**

ENGINEER MAILING ADDRESS PHONE AND FAX **Civil Engineering Associates, Inc 10 Mansfield View Lane South Burlington VT (802) 864-2323 (P) (802) 864-2271 (F)**

PROPERTY PURPOSE

**A proposed 4 story residential apartment building with underground parking garage is being proposed on lot 19. A 20' wide access drive and parking lot are being proposed on lot 19A**

AREA AREA OF LOT **53,570 S.F. +/-**

PROPERTY ADDRESS PURPOSE **Commercial Only**

9) PLAN AND FEE

A plan shall be submitted which shows the information listed on Exhibit B attached if applicable. A conditional use application fee of \$285 (or \$145 if submitted with site plan application) shall be paid to the Town at the time of submittal. In accordance with Colchester's Fee Ordinance Chapter 6 1/2 - 4 (9) applicants for all permits are responsible for costs of reviews conducted by third-party consultants/experts requested by the Town, plus a ten (10) percent administrative fee.

*Please submit one paper copy and a digital copy of the application in pdf (file not exceeding 20mb) via <https://elms.colchestervt.us/egov/>. If online submittal is not feasible, submissions will be accepted via CD/ DVD. Application forms, plans, and supporting documents shall each be separate pdfs and plans shall be submitted as a set whenever feasible. Files shall be named the address of the property and the type of document followed by the year (i.e. 205RooseveltHwyApp15). Each file name shall be unique with no spaces and characters shall be numbers or letters (no characters such as hyphens, #, &, or \*). All pdfs shall be at least at 300dpi, color, and to scale if a plan, elevation, or similar document.*

10) CONDITIONAL USE REVIEW CRITERIA NARRATIVE

A narrative description of how the proposed project meets the criteria of Section 8.10 of the Development Regulations shall be submitted that addresses all of the points listed on Exhibit C attached.

I hereby certify that all the information requested as part of this application has been submitted and is accurate to the best of my knowledge.

*Miranda Lescaze*

SIGNATURE OF APPLICANT

*[Handwritten Signature]*

SIGNATURE OF LAND OWNER

*By the land owner signature, the land owner is authorizing the applicant to act on their behalf.*

Check this box if the consultant listed is authorized to act on behalf of the applicant and land owner.

Check this box if the contact person listed is authorized to act on behalf of the applicant and land owner.

Do not write below this line

DATE OF SUBMISSION: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

I have reviewed this conditional use application and find it to be:  Complete  Incomplete

\_\_\_\_\_  
Zoning Administrator or Designee

\_\_\_\_\_  
Date





PLA

(CHECK WITH ZONING ADMINISTRATOR TO SEE IF NECESSARY)

The following information must be shown on the plan to provide the following information will result in your application being rejected and a delay in the review of the development review board

- o Lot drawing scale feet scale if possible
- o Orth array
- o Descriptive notes by the request for all possible angles
- o Location and dimensions of all buildings existing and proposed on the lot
- o Physical features streams wetlands vegetative cover etc
- o Setback distances of all buildings and property lines
- o Area of site acreage of the lot
- o Area of site of all structures including drives and other improvements surfaces

Determined necessary by the zoning Administrator the following should also be included

- o Survey data distance and acreage
- o Location of streets fire hydrants fire lanes
- o Existing sidewalks recreation paths and pedestrian sidewalks
- o Zoning boundaries
- o Access and location of parking spaces including handicapped spaces
- o Location of septic tanks fields lines and septic test pit and circulation information
- o Existing or proposed water supply
- o Location of any easements
- o Date of survey or fire clearing site plan and date
- o Other lighting dumpster trash area and fire rack locations
- o If restaurant is proposed provide number of seats and square footage of floor area provided for patron use if not containing fixed seats
- o Loading areas of truck circulation patterns
- o Building elevations of building level floor plans
- o Existing or proposed landscaping

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**The proposed use shall not result in adverse effect on any of the following (use a separate page if necessary):**

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**(a) The capacity of existing or planned community facilities;**

Please see attached narrative

**(b) The character of the area affected as defined by the purpose or purposes of the zoning district within which the project is located and specifically stated policies and standards of the Municipal Plan;**

**(c) Traffic on roads and highways in the vicinity;**

**(d) Bylaws and ordinances in effect; or**

**(e) Utilization of renewable energy resources.**

**CHT-Evernorth  
Adjoiner List  
111 Stuart Ave (Lot 19 and 19A)  
May 2021**

*Parcel ID #*

***Owner of Record***

Ireland Industries, Inc.

*Property Location:*

PO Box 2286  
So. Burlington, VT 05407

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*Parcel ID #*

***Owner of Record***

Munther Thomas Balaki  
c/o Mansoor Sabah

*Property Location:*

*304 Severance Rd*

1508 Northeast 110th St  
Miami, FL 33161

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# Sunderland Farms – Lot 19 CHT/Evernorth Apartment Building Compliance Review – Conditional Use Response Narrative

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## **8.10 Conditional Use Review: General Provisions and Standards**

A. Municipal Plan. These regulations hereby implement the relevant provisions of the Town of Colchester adopted Municipal Plan and are in accord with the policies set forth therein.

B. Definition of Conditional Use. A conditional use shall be defined as a use permitted in a particular zoning district upon showing that such use in a specified location will comply with all the general and specific standards for the location or operation of the use as specified in these regulations and as authorized by the DRB. Uses requiring a conditional use permit are listed in Table A-1, Table of Uses. In granting approval for a conditional use, the DRB may attach such additional, reasonable conditions and safeguards as it may deem necessary to implement the purposes of these regulations. **This project qualifies as a Conditional Use as there is no commercial space proposed on the first floor (street level) of the building.**

C. Uses and Actions Subject to Conditional Use Review. Conditional use permit approval shall be required prior to issuance of a building permit in all districts where such uses are listed as conditional uses in the District Regulations. The land owner and, where applicable, building owner of the property shall sign the permit application or a letter of agency shall be submitted with the application demonstrating that the applicant may sign on the behalf of the owner(s). Any alteration, extension or other change to an existing conditional use shall require review under the requirements of this section. **The applicant is seeking that this Conditional Use be heard coincident with the Site Plan application.**

D. Review and Approval Procedure. Per 24 V.S.A Section 4414(3) a use designated as a conditional use in any district may be permitted by the DRB, after public notice and public hearing pursuant to 24 V.S.A. Section 4464, according to the following procedures:

1. Any conditional use is subject to site plan review and shall be reviewed under the requirements of Article 8, Site Plan and Conditional Use Review or if a PUD or within a PUD the use shall additionally be subject to the requirements of Article 9, Planned

# Sunderland Farms – Lot 19 CHT/Evernorth Apartment Building Compliance Review – Conditional Use Response Narrative

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Unit Development. **This is a Site Plan application within a PUD subject to Conditional Use Review.**

2. The DRB may require submission of plans, data, or other information in addition to the requirements of Article 8, as it deems necessary. **Acknowledged.**

3. The DRB shall act to approve or disapprove a requested conditional use within the time required in 24 V.S.A. Section 4464, and failure to so act shall be deemed approval. **Acknowledged.**

4. In approving a conditional use, the DRB may attach additional requirements as it may deem necessary to implement the provisions of the Colchester Municipal Plan and these regulations. **Acknowledged.**

5. The application and any supporting materials submitted shall be in digital format in accordance with Appendix G herein. **Acknowledged.**

E. General Review Standards. The DRB shall review the proposed conditional use for compliance with all applicable standards as contained in these regulations including specifically Articles Two and Article 10 and Appendix G. The proposed conditional use shall meet the following standards:

1. The proposed use, in its location and operation, shall be consistent with the planned character of the area as defined by the Town of Colchester Municipal Plan. **The municipal Plan identifies this portion of Colchester as a growth area where large scale facilities are targeted.**

2. The proposed use shall conform to the stated purpose of the district in which the proposed use is to be located. **The Purpose of the GS3 District where this project is located is to facilitate a development pattern and interconnected street network within the Severance Corners Form-Based District that is modeled on traditional New England downtowns. The district shall be characterized by higher-density, mixed-use, multi-story buildings that can accommodate retail, office, commercial,**

Sunderland Farms – Lot 19 CHT/Evernorth Apartment Building  
Compliance Review – Conditional Use Response Narrative

May 18, 2021

*light industrial, civic and residential uses. It shall have buildings set close to the sidewalk with entrances, storefronts and windows facing the street. Streets with curbs, street trees and sidewalks shall define small- to medium-sized blocks. The proposed buildings and land use meets all of these standards.*

3. The DRB shall take into consideration minimum lot size; size, design, and location of structures and service areas; and distance from adjacent or nearby uses. **This project is a planned community as it relates to the street and supporting infrastructure layout with a mixture of conceptual land uses which this project is consistent with.**

3. The proposed use shall not result in an undue adverse effect on any of the following:

(a) The capacity of existing or planned community facilities; **As part of the master planning of the Sunderland Farms project many of the potential impacts to the community were addressed as part of that work. Final water and sewer allocations are in place. A traffic study has been completed for the full build-out of the project. This project represents the first building of the project.**

(b) The character of the area affected as defined by the purpose or purposes of the zoning district within which the project is located and specifically stated policies and standards of the Municipal Plan; **The project has been designed within a master planned project. As outlined in Item 2 above, the project fits nicely within the purpose statement of the zoning district.**

(c) Traffic on roads and highways in the vicinity; **The Sunderland Farm PUD has had a traffic study completed where the conceptual land uses were modeled to determine what on-site and off-site improvements should be employed. The general findings indicated that the existing infrastructure and proposed road widths, provide the capacity to accommodate the full build-out of the project. The Resource System Group's traffic study can be re-submitted for the record if that is desirable.**

# Sunderland Farms – Lot 19 CHT/Evernorth Apartment Building Compliance Review – Conditional Use Response Narrative

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(d) Bylaws and ordinances in effect; or **The applicant will be required to comply with all of the design and permitting standards prior to being able to commence construction. This includes Chapter 7 Fire Prevention and Protection Ordinance where the Sheet C2.4 depicts the means of compliance for emergency access.**

(e) Utilization of renewable energy resources. **The project has been designed to provide the long axis of the building in the southerly direction. The building structure and electrical infrastructure will be designed to enable roof top PV panels to be readily employed at a later time.**

F. Expiration of Conditional Use Permits. A conditional use permit shall expire if: 1) work authorized under the DRB approval is not commenced and diligently pursued within twelve (12) months of receiving DRB approval, or 2) the conditional use shall cease for more than six (6) months for any reason, unless an umbrella approval has been granted. **Acknowledged.**