

# Woodbury Community Planning Project

Planning for the Future of Woodbury Village

Phase I Final Report submitted to:  
**Woodbury Village Committee**

*Funding Provided by The Woodbury Fund*

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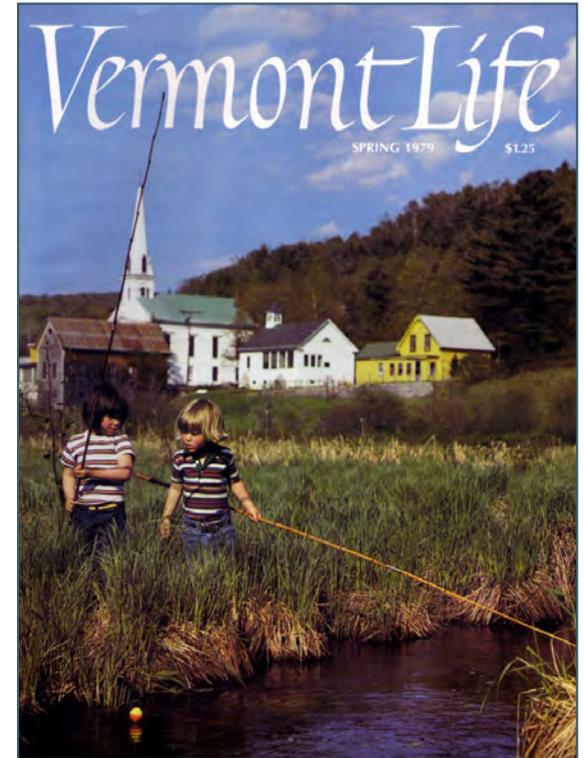
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## 1. Project Description & Purpose

Woodbury is a rural community in Washington County Vermont with a population of 906 according to the 2010 census. It is hilly and includes a total of 28 natural lakes and ponds. There is arable land that could support small scale farming at the base of the northwestern slopes of Woodbury Mountain. Woodbury Mountain is the predominant landscape feature of the town along with its numerous water bodies. Many of these lakes and ponds host a number of summer residences, and Woodbury's population increases as a result during the summer months.

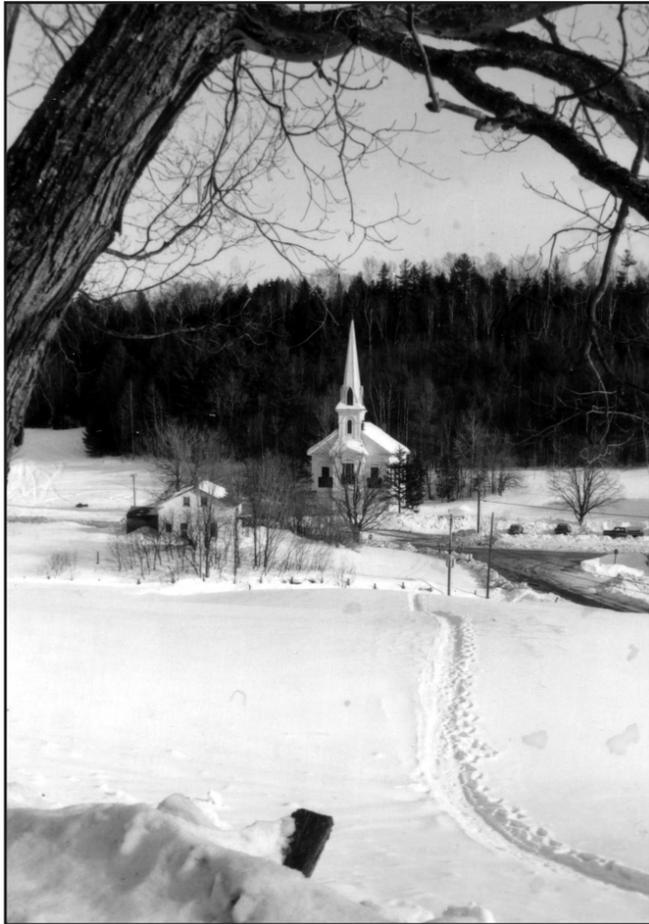
The only major highway through the town is Route 14, and the nearest major commercial center is to the north in Hardwick. Woodbury's economic history was marked by the presence of sawmills and gristmills, as well as a busy granite quarry. In an excerpt from Ray Bearse's *Vermont: A Guide to the Green Mountain State*, published in 1966, Woodbury is historically described in this manner:

*“Woodbury straggles sleepily along the valley, a small collection of nondescript wooden houses with a ragged central grass plot before a country store. Several rather dilapidated structures here, now serving various purposes, resemble rude churches. Lumber milling on a small scale is now the main means of subsistence of a hamlet that flourished in the days when its granite industry was at its height. The Antique Shop, plain and commodious, is the oldest building in the village, constructed about 1815. The shop is upstairs in the old ballroom, which still has the original bandstand. Woodbury claims to have furnished more Civil War soldiers per capita of population than any other Vermont town. There are 28 lakes and ponds in the township, and a peculiar feature is that no water flows into the township, all the streams flowing outward.”* (pg. 403).



*“Historically (Woodbury’s) two village centers have provided the focus for commercial and community activity within the town. Although there is little undeveloped land left in the villages, a goal of this Plan is to enable the villages to continue providing these functions.”*

*From the current draft of the Woodbury Town Plan*



In the 21st century much of the historic economic base has disappeared, and many of the town's population commutes elsewhere for employment and business activity.

With a desire to look towards future opportunities to reinvigorate the Town of Woodbury the Village Study Committee engaged the services of Landworks, a planning and landscape architecture design firm, and their team, DeWolfe Engineering Associates and Community Investments. In support of the town's vision, this team was charged with the following;

- Propose planning and design recommendations including potential village enhancements and improvement to facilitate local economic vitality and to capitalize on local natural resources and recreational opportunities;
- Develop Village streetscape design options and identify infrastructure planning issues and opportunities;
- Develop recommendations for updating the current zoning regulations and Town Plan to address current conditions and future land use and development options in the Village District.
- Conduct a Fire Station Feasibility study to address the need for a new or improved station.
- Explore options for strengthening the town's economic base including assisting the town with developing a Village Plan that "should look at employment potential in the village along with community services and future roadway connections to village land," as stated in the Request for Proposals.
- Undertake an inclusive outreach process that includes public workshops and meetings with key local constituents and officials, as well as representatives from state and regional organizations.



No. 140 Woodbury Lake, Woodbury, Vt.

## 2. Existing Conditions - Natural & Build Environment

### 2.1 Inventory & Analysis of Existing Conditions

#### The History of Woodbury informs the present & future:

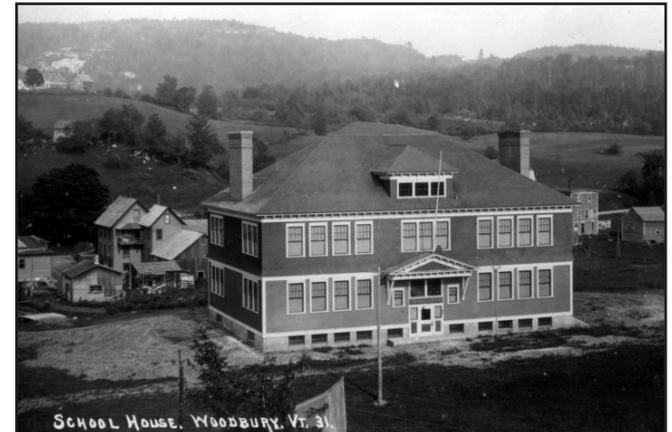
- Chartered in 1781 and divided into 224 lots of 100 acres each.
- Lumber mills and Woodbury Granite were/are industries based on the town's natural resources.
- Population peaked to 1,092 in the mid 19th century, declined steadily to 317 in 1960, and rose again to 906 in 2010.

With its numerous streams and wetlands, and 23 natural ponds, Woodbury is characterized by water and water bodies; as a result the town does have a sizable number of summer camps and cottages (over 260 based on 2010 data) on its ponds and lakes.

Based on the 2010 census, 80% of the workforce in Woodbury commutes to employment outside of town, with about 14% of the workforce based in home offices or occupations.

#### Existing conditions summary:

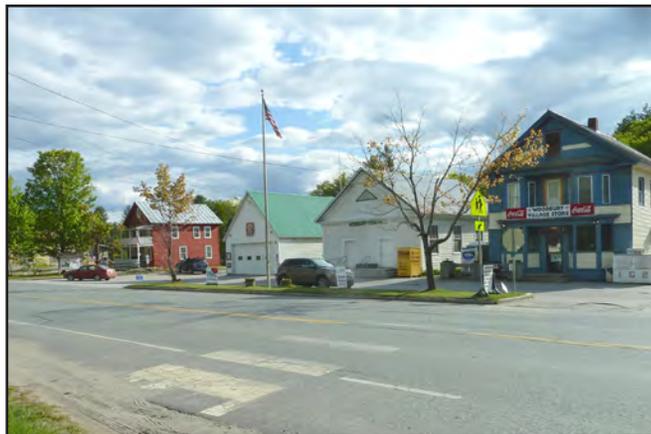
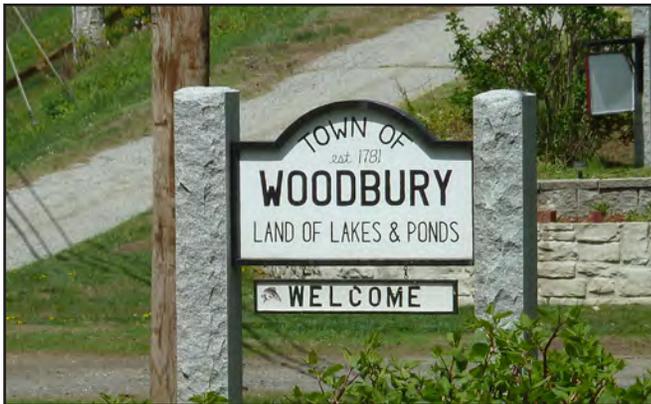
- Route 14 dominates the character of the village center.
- Lack of sidewalks and consistent shoulder/break down lane hampers bicycle and pedestrian use and safety.
- There is a village “feel” with the town hall, post office and school clustered around the crossroads.
- The village character is classic but some enhancements and improvements are needed.
- There is limited commercial activity and enterprises present in village.
- Building fronts are close to the highway.
- There is an historic, “Vermont” quality and scale to existing buildings and architecture.



*In the 21st century much of the historic economic base has disappeared, and a portion of the town's population commutes elsewhere for employment and business activity.*

## *Barre, Montpelier, Waterbury, and Woodbury make the Top 20 list for “Arts Vibrancy”*

*...as announced by the National Center for Arts Research and reported in Seven Days, March 4, 2015*



- Architecture and village density are key ingredients in Woodbury.
- Aesthetics and functional attributes of village streetscape vary.
- Water is visible, present and provides both challenges and opportunities.
- Special places are present north and south - part of the sense of place but needing to be part of the village as well.

## *2.2 Issues & Opportunities*

Summary of key planning, design, & development issues and opportunities for Woodbury Village:

- A Hazard Mitigation Grant is needed to address drainage and the future of the former Woodbury Country Store.
- The village and environs can support a range of future local economies and activities, for example:

*Barre, Montpelier, Waterbury, and Woodbury make the Top 20 list for “Arts Vibrancy”*

*...as announced by the National Center for Arts Research and reported in Seven Days, March 4, 2015*

- With improving telecommunications and transportation networks more opportunities exist for attracting businesses that would benefit from a rural yet accessible location such as Woodbury.
- Connections and linkages to the town’s exceptional water features can and should be explored.
- The new/redeveloped fire station would be a significant community resource.
- Streetscape enhancements need to be developed in concert with VTrans and their oversight and planning for State Route 14.
- Identify potential public water supply/wastewater infrastructure limitations for future development.





### **Landscape, Natural Resources and Water**

Participants asked for a “good buffer zone between water and people” and would like to see naturalized areas that might identify nature, streams, and brooks. Again, the topic of trails came up in this category and ideas such as a rail trail, new trail networks, boardwalks and enhanced use of the Town Forest were suggested. Another participant wondered if a public beach could be an attraction for the town. Connections to trails and water bodies were also considerations; questions as to how these connections could be made to the village center were also raised.

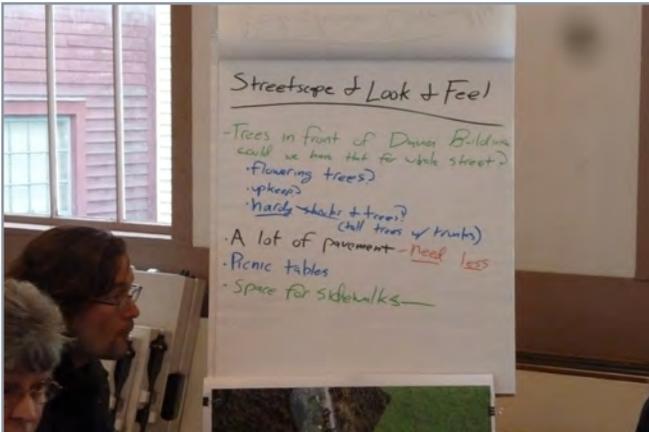
### **Business Infrastructure and Village Economy**

Feedback for this category was varied with an emphasis on finding ways to attract visitors to the village area and creating improvements that would “cause more traffic to stop”. Suggestions included: a park and ride, enhancing the quaintness of the town, creating Town events such as a Firefighter’s Day, adding amenities to attract campers, farmer’s markets, parking and access for bicyclists, food trucks, and restaurants or cafes.

Other topics of discussion focused on infrastructure improvements such as water supply, septic systems, stormwater management and, in particular, improved cell service.

### **Overall Takeaways**

1. Two key background items were focused on the future of the fire station in the village location and how long the town would be able to sustain the elementary school with declining enrollments. Both of these town resources were deemed to be integral to the village.
2. The relationship of Woodbury to Hardwick and Montpelier as places of employment was discussed; as was the lack of businesses in the village center itself. The historic qualities of some of the existing buildings were mentioned.
3. Truck traffic and pedestrian safety, along with effective and appropriate lighting for nighttime walking and circulation were cited as key concerns for village quality of life.



4. The future of the former general store site and the related FEMA funding was discussed and an update on the project's status provided.

5. Flooding and the constraints of surrounding water features were also items of discussion for some participants.

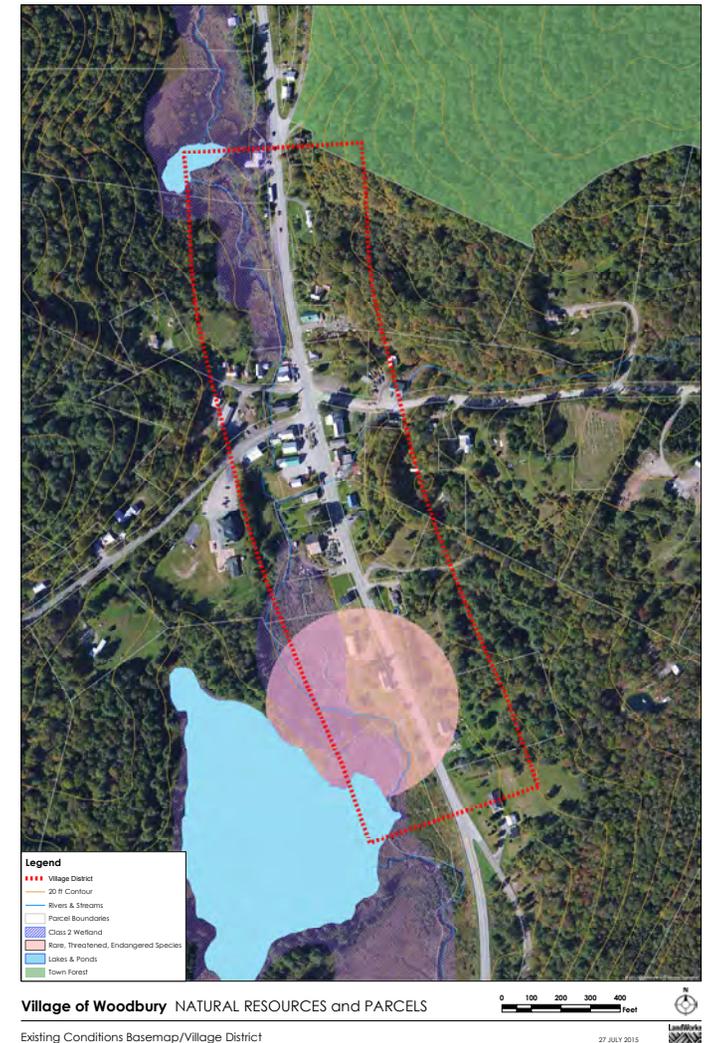
6. The idea of expanding the village boundaries was also considered, along with a reference to future needs related to affordable and senior housing. Increasing mixed use opportunities and enhancing the "look and feel" for the village were also identified as areas for future work and study.

### 3.2 Public Meeting #2

On July 28, 2015 the second community planning workshop for the Woodbury Village Planning Project was held to review recommendations and initiatives identified by LandWorks for village improvements and enhancements. A key piece of the presentation was outlining the components of the feasibility study for locating the Woodbury Fire Department headquarters. The active engagement of the 16-18 attendees made up for any perceived lack of citizen attendance, and the discussions that ensued after LandWorks' presentation was targeted, considerate and most productive in determining a direction for the next steps of the project.

LandWorks, as represented by David Raphael, landscape architect and planner, and Principal of the firm, presented 3 components of the project including:

- A powerpoint presentation that summarized citizen input, addressed project parameters, recommended planning and zoning changes and outlined the key recommendations and designs
- Streetscape designs and recommendations, including village welcome sign concepts.
- Fire station site location and site plan feasibility studies.
- Overall village planning recommendations presented in a 3D model that focused on connectivity, increased density and community spaces.



The overall takeaways from this meeting included:

1. Support for a new fire station to be developed on a site across the street from the current station, with the current station house being retained for fire department meeting space and community uses;
2. A strong sense that the architecture of the new fire station should be well considered and reflect high quality, contextual Vermont village architectural patterns;
3. Interest and agreement that the streetscape improvements that will reinforce the village center functional and aesthetic qualities, and addressed pedestrian safety;
4. Overall agreement that a range of next steps and planning and development options, from increased density, to renewable energy development, should be considered.

A number of comments and ideas emerged that are summarized here:

- Fund street lighting with grants from Efficiency Vermont and the support of the local utility;
- Improve the greenspace behind the “main street buildings” including connections across the brook to the school and library;
- Address the fact that Route 14 serves as a barrier in the village – consider splitter islands and other traffic calming elements, as well as crosswalks to address speed and pedestrian safety;
- Explore the opportunities for locating community water supply and/or sewage treatment infrastructure to allow the village to grow and increase in density – which, in turn will positively affect the tax base as well as supporting new commercial development such as a restaurant;
- Consider village center designation (which requires a currently adopted town plan);
- Create a village green that will truly serve the community while providing a place for farmer’s and “flea” markets, town events, etc.;
- Develop a trailhead and trail network in the Town Forest and connect with the village; and
- Explore zoning flexibility and new zoning to support village vitality, density and appropriate land uses and types of development.

These ideas will be/have been incorporated and addressed as appropriate in this and subsequent phases of the planning and design work for Woodbury Village.

## **4. VILLAGE PLANNING & DESIGN**

### **4.1 Village Enhancements & Improvements - Recommendations**

#### **Summary of key recommendations:**

- Explore re-zoning to support infill development that adds to the village and reinforces village patterns and design. See 7.1 Recommendations for Town Plan & Zoning Regulations.
- Connectivity to resources and assets north and south.
- Bike route on both sides of Route 14 connecting south to boat launch/beach area at Sabin Pond.
- Develop a trail network on Town Forest and a visible trailhead and access just north of the village.
- A vibrant village with amenities and access to resources will encourage interest, investment and attract new residents.
- Create a gateway and “welcome” to the village.
- Identify public water supply/wastewater infrastructure improvements needed for future infill development, including potential limitations.

### **4.2 Village Infill & Streetscape Studies**

#### **Summary of Schemes A, B & C:**

*See Appendix for Village Infill & Streetscape Studies.*

#### **VILLAGE INFILL & STREETSCAPE STUDY: SCHEME A**

- Fire Station to be expanded to the new village site.
- Existing Fire Station building along Rt 14 to be maintained as Fire Station auxiliary. Existing Fire Station on Valley Lake Rd to be converted for alternative use.
- Former Woodbury Country Store site to become pervious parking area to serve fire station and town events, and possible pocket park/natural play area.
- Parking in front of Village Store and Town Hall to be reconfigured to improve vehicular egress and ingress and pedestrian safety.

#### **VILLAGE INFILL & STREETScape STUDY: SCHEME B**

- Fire Station to be relocated to new site north of the village.
- Future affordable housing to be located at new village site.
- Former Woodbury Store site to become pervious parking area to serve town events and an informal green space.
- Former Rt 14 fire station to be converted to incubator space and events buildings (e.g. small business incubator space, teen meeting space, indoor farmers market)
- Parking in front of Village Store and Town Hall to be reconfigured to improve vehicular egress and ingress and pedestrian safety.

#### **VILLAGE INFILL & STREETScape STUDY: SCHEME C**

- Fire Station to be relocated to new site north of the village.
- New village site to remain as residence.
- Former Woodbury Country Store site to become pervious parking area to serve town events or to serve as an events space.
- Former Rt 14 Fire station to be removed to create a town green. Green to host special events, farmer's markets, food carts, children's play space and/or bicycle parking.
- Parking in front of Village Store and Town Hall to be reconfigured to improve vehicular egress and ingress and pedestrian safety.

## ***5. STREETScape DESIGN & INFRASTRUCTURE PLANNING***

### ***5.1 Summary of Village District Current Conditions***

#### ***FLOODING***

The Town of Woodbury hosts an interconnected hydrologic system of lakes, ponds, streams, aquifers and wetlands. Portions of the Village District west of Rt 14 reside within a Class II wetland, and small tributaries pass through the district, culverted below Cabot Rd, Rt 14, Valley Lake Rd, and Church Street (See Appendix). The Town of Woodbury owns a significant portion of the wetland area in Woodbury Village, contiguous with the wetlands owned by Woodbury School.

While the FEMA NFIP floodplain mapping does not indicate that the Village District of Woodbury reside within the 100 year floodplain, seasonal flash flooding from Woodbury's many small streams does occur:

*“...some of the smaller tributary streams are subject to flash flooding and are capable of causing property damage as well. The most frequent flooding occurs in early spring as a result of snow melt and heavy rains, but flooding has historically occurred in every season. Flooding has also occurred as a result of ice jams and debris collection. The NFIP does not identify small streams such as Woodbury has in abundance, that are prone to flood and cause damage to roads and private property.” Excerpt from Proposed 2013 Woodbury Town Plan*

In May of 2013, the Town of Woodbury adopted the *Woodbury, VT Local Hazard Mitigation Plan Update* (created by the town and CVRPC December, 2011). This plan provides a detailed historical description of flooding within the town of Woodbury, sources of flooding, and proposes specific mitigation measures to minimize flooding. Key flood related findings from this report are as follows:

- Specific extent data for flood levels in Woodbury is not available due to lack of nearby flood gauges.
- Flooding of Buck Lake Brook is a primary contributor to historical flooding within the Village.
- Contributing factors to prior floods within the Village include breached beaver dams and insufficient and damaged culverts.
- Also of concern for future flooding includes outdated privately owned dams identified by ANR Vermont Dam Inventory as “Dam of Concern.”
- The town is seeking funds to upgrade and expand the culverts that were damaged in the spring floods and Irene.

According to the *Woodbury, VT Local Hazard Mitigation Plan Update*;

*A hydraulic study was performed after Irene, which provided several recommendations for mitigation including immediate and long term actions. Recommendations from the hydraulic study are outlined in the Mitigation Activity Matrix (as shown in the Mitigation Plan Update).*

Regarding sewage facilities, Woodbury does not have a public sewage treatment facility. Individual sewage disposal is located on-site, and is limited by local soil conditions which exhibit poor filtering capacity and a high water table. This poses a challenge for future infill development. Groundwater is Woodbury's source of domestic water supply. According to the *Woodbury, VT Local Hazard Mitigation Plan Update (2011)*;

*There are three public water systems in Woodbury: one serves the church and the Town Office in South Woodbury Village; one serves the Post Office, Town Hall and the Fire Station in Woodbury Village; Woodbury Elementary School has its own system.*

#### **ROUTE 14 & VTrans**

Route 14 passes north/south through the Village District. It is classified by VTrans as a Minor Arterial State Highway and is under the jurisdiction of Vermont DOT Maintenance District 7, St. Johnsbury. The designated speed limit within the Village District is 35 mph. Any work proposed to occur within the ROW of this portion of Route 14 is subject to review and approval by VTrans. While streetscape elements, including street trees, sidewalks, curbing, lighting, crosswalks, traffic calming devices, signage, and bike lanes, may be allowed within the ROW, maintenance and safety considerations are priorities for VTrans approval. As such, submissions for streetscape design should address VTrans recommendations while also addressing the desires and priorities of the town.

The process for obtaining approval for work within the Route 14 ROW includes preliminary meetings and discussions with the District 7 Project Manager and VTrans Municipal Assistance Bureau to present preferred streetscape designs to ensure concerns are being addressed and to identify potential issues that may require negotiation during the permitting process. The refined proposal will then be submitted to VTrans for a Section 1111 Access Permit. The town will also need to submit a Finance & Maintenance Agreement outlining which entity is responsible for the streetscape improvements. Note funding and maintenance of elements such as sidewalks & street

trees will be the responsibility of the town, while street lights may fall to either side and may require negotiation.

Federal funding for streetscape improvement is available through VTrans Bicycle and Pedestrian Program and Transportation Alternatives Grant Program, administered through the Municipal Assistance Bureau. These competitive grants are available to municipalities for the design and construction of bike and pedestrian facilities. Both grants require municipal matching funds of 10-20%+ percent and deadlines for submission are July and October, respectively.

### ***PUBLIC WATER SUPPLY & WASTEWATER INFRASTRUCTURE***

A preliminary inventory of Woodbury Village's public water supply & wastewater infrastructure is as followings (provided by the Town of Woodbury):

- There is no public water system. A shared well serves the Fire Department, the Town Hall and the Post Office building. The Woodbury Village Store has an off-site spring (to be confirmed).
- The Fire Department and Post office buildings have separate leach fields in the area behind the post office. The town hall has a holding tank. The store building, which includes two apartments, has a leach field located between the store and the town hall. The tank has to be pumped frequently, and capacity is insufficient.
- The Town Clerk's office, located in South Woodbury, has a drilled well and a leachfield. The well is shared with the South Woodbury Congregational Church. The leachfield location needs to be confirmed.
- The Woodbury Elementary School has an off-site spring and an on-site sewage disposal system. The spring is under a public water system operating permit.
- While the town would benefit from a community wastewater disposal system, local funding is a concern.

## ***5.2 Village Stormwater Management Options***

Design of outdoor areas, walkways, parking lots, connections, entrances and exits, and site and pedestrian elements should include an analysis of impacts related to stormwater and meltwater runoff. Site design should include pervious areas that

will absorb water, using bioswales/vegetated channels to direct water away from impervious areas. Incorporate the use of bio-retention filtration methodologies, and rain gardens to detain and filter runoff. These measures will assist with slowing stormwater velocities and maximizing infiltration opportunities, ensuring already present flood risks are not exacerbated.

### ***5.3 Village Flood Resiliency Measures***

A comprehensive proactive approach to flood readiness and resiliency is highly recommended to ensure protection of existing resources and protect future investment as the town considers future infill development. The Town's adoption of the *Woodbury, VT Local Hazard Mitigation Plan Update (2011)*, prepared by the Town of Woodbury and the Central Vermont Regional Planning Commission, is a significant step towards this effort. Specific recommended flood resiliency measures within this plan should be implemented.

In addition, mapping and analyzing historical flooding within the village (including flood boundaries, elevations, and resulting damages) is recommended. Note, the town's mitigation plan did reference a hydraulic analysis which was conducted after storm Irene, however, the details and extent of this report were not available for review at the time of Landworks recommendation. Conducting an inventory and analysis of sensitive infrastructure that is at risk is also needed (e.g. historic buildings), including details of historic flood damage and surveys of finished floor elevations. A detailed technical analysis will help to identify base line flood elevation data and flood boundaries for guiding potential future development within the Village.

Flood preparedness is an evolving planning process. Notable resources available to the town to assist with this include the Central Vermont Regional Planning Commission, along with state agencies including the Agency of Commerce and Community Development (ACCD), the Agency of Natural Resources (ANR), the Division of Emergency Management and Homeland Security (DEMHS) and the Agency of Transportation (VTrans).

State coordinated efforts including the Community Risk Assessment initiative which provides risk assessment tools (e.g. Vermont Flood Ready Atlas), available through Flood Ready Vermont, can also help to guide towns with the flood preparedness planning

process. The more towns' do to enhance flood resiliency with proactive planning the greater the financial assistance may be available from the state when flood events do occur. By identifying risks, prioritizing actions, identifying flood mitigation measures and incorporating flood mitigation measures into the town plan zoning regulations, Woodbury's resiliency to flood events can be maximized.

An additional consideration for the town is adoption of a "no adverse impact" approach to floodplain management to help control flood and erosion losses. Recommended by the Association of State Floodplain Managers:

*"...with this approach future land and water uses are not permitted which will flood new areas, increase flood heights, increase erosion or otherwise increase flood and erosion damages to public and private property. The "no adverse impact" approach has been suggested as a general guide for landowner and community actions in the watersheds and the floodplains which may adversely impact other properties or communities."*

*Excerpt from Vermont state Watershed Management Division  
([http://www.watershedmanagement.vt.gov/rivers/htm/rv\\_floodhazard.htm](http://www.watershedmanagement.vt.gov/rivers/htm/rv_floodhazard.htm))*

Below is a list of preliminary flood resiliency recommendations for the town of Woodbury, beyond and in greater detail than those measures identified in the *Proposed 2013 Woodbury Town Plan* & the *Woodbury, VT Local Hazard Mitigation Plan Update (2011)*. A comprehensive set of recommendations unique to the conditions of Woodbury can be developed once an in-depth flood mapping & data analysis is conducted by a qualified expert (e.g. civil engineer).

#### **PRELIMINARY RECOMMENDATIONS WITHIN THE VILLAGE DISTRICT:**

##### **Construction Guidelines**

- Preferred Construction Materials for new structures:  
*Select materials less susceptible to mold and mildew. Select flood damage-resistant building materials for all materials below the base flood elevation or 100 yr flood (BFE). The BFE for Woodbury needs to be identified.*

*See as a resource the FEMA Technical Bulletin “Resource Flood-Damage - Resistant Materials Requirements” (2008).*

- Set minimum Finished Flood Elevations for new structures:  
*Set lowest floor including basement elevated to or above the base flood elevation (BFE). For buildings with elevated floor elevations and enclosures below BFE, consider use of flood damage-resistant materials and installation of openings to allow for automatic entry and exit of floodwaters. Consider retrofitting enclosures below BFE for existing structures.*

*See as a resource the FEMA Technical Bulletin “Openings in Foundation Walls and Walls of Enclosures” (2008).*

- Non-Residential Flood-proofing:  
*New non-residential structures should be watertight to at least 1 foot above the BFE. The building’s utilities and sanitary facilities should be located above the BFE, completely enclosed within the building’s watertight walls, or made watertight and capable of resisting damage during flood conditions. The building’s structural components must be capable of resisting specific flood-related forces.*

*See resource FEMA Technical Bulletin “Non-Residential Floodproofing” (1993).*

### **Site Work Guidelines**

- Require use of pervious paving for new parking areas (e.g. Gravelpave2).
- New impervious surfaces to be strictly limited. Where impervious surfaces are used, e.g. streetscape sidewalk, stormwater runoff should be handled on-site with bioretention methods to ensure no overland flows to wetlands and waterways.
- Protect existing trees, forest fragments and encourage new tree planting (e.g. street trees).
- Strictly limit the use of fill (including structures built on fill) to protect flood storage capacity. Any development that occurs should be strictly limited to that which strategically enhances economic vitality and serves the public interest.

- Identify and acquire lands which contribute towards floodplain preservation.
- Identify lands which may serve as strategic development opportunities yet whose development results in limited floodplain impacts.
- Controlling runoff from areas under development outside of floodplain.
- Ensure stormwater infrastructure is sized properly, e.g. culverts.

***BEYOND THE VILLAGE DISTRICT (including general watershed protection measures):***

- Steer development away from natural areas which provide flood attenuation functions.
- Protect existing forests, enhance the health and condition of forest fragments, and reforest open land.
- No fill or new structures to be located within designated flood plain areas.
- Identify and acquire lands which contribute towards floodplain preservation.
- Ensure stormwater infrastructure is sized properly, e.g. culverts.
- Cluster future housing to keep out of small floodplains.

**RESOURCES:**

**Flood Ready Vermont online resource**

<http://floodready.vermont.gov/>

**FEMA Technical Bulletins**

<http://www.fema.gov/floodplain-management/nfip-technical-bulletins>

**NFIP Floodplain Management Requirements**

[http://www.anr.state.vt.us/dec/waterq/rivers/docs/nfip/rv\\_fema480.pdf](http://www.anr.state.vt.us/dec/waterq/rivers/docs/nfip/rv_fema480.pdf)

## 5.4 Streetscape Design Options

See Appendices for Typical Street Improvement Details, and Village Infill & Streetscape Studies.

### OVERALL STREETSCAPE STRATEGY

- Striped shoulder to delineate bike lanes, north and south.
- Consistent street tree plantings where ROW, access points and space allows.
- Flowering trees under utility lines.
- Explore short distance burial of utility lines or relocation behind buildings.
- Access management to reduce “curb cuts” and promote safer egress and ingress to individual sites and properties.
- Crosswalks strategically located.
- LED Street Lighting

### STREETSCAPE LAYOUT: SCHEME A

Curbing, greenbelt buffer with street trees between pedestrians and vehicles, and sidewalk, and street lighting.

### STREETSCAPE LAYOUT: SCHEME B

No curb with sidewalk adjacent to road. Street trees close to ROW as space allows, sidewalk, and street lighting.

## 5.5 Permit Considerations

Permitting and regulatory considerations that may be associated with streetscape and flood resiliency improvements within the Woodbury’s village center include floodplain /wetland encroachment, VTrans requirements, and state and local development regulations. A list of associated permits which may be necessary include:

- Vermont State Wetland Permit  
*Required for encroachment on Class I & II wetlands.*
- State Stormwater Permit

*Required for stormwater discharge into waterways and wetlands, temporary and permanent.*

- Army Corps of Engineers Permit  
*Required for material discharge into waterways or wetlands.*
- VTrans Section 1111 Access Permit (for any work within the ROW).
- Local Permitting Requirements
- Vermont Archeological and Cultural Sensitivity Permitting

## 5.6 Funding Sources

There are a number of funding sources available to the Town of Woodbury to assist with further study and/or implementation of Woodbury's streetscape and open space improvements. The following funding sources are not necessarily an exhaustive list, but do serve as a point of departure for exploring financial support and technical assistance for the projects and initiatives that have been considered as part of the 2015 Woodbury Village Community Planning Project.

### **Community Development Block Grants - Planning Grants & Implementation Grants** (<http://accd.vermont.gov>)

The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. Beginning in 1974, the CDBG program is one of the longest continuously run programs at HUD. The CDBG program provides annual grants on a formula basis to 1209 general units of local government and States.

### **Community Facility Loans and Grants**

(<http://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program>)

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial or



*Existing Rt 14 Fire Station*



*New Village Site Option for the Fire Station*

business undertakings.

### **Efficiency Vermont's Municipal Street Lighting Program**

(<https://www.encyvermont.com/For-My-Business/Solutions-For/Municipal-State-Government/General-Info/Municipal-Street-Lighting>)

Efficiency Vermont is partnering with Vermont's utilities to offer this program to Vermont's municipalities to help improve efficiency of street lighting. This program is designed to help reduce annual street lighting costs, improve energy efficiency, and improve the quality of lighting with minimal, if any, cost to the municipality – as long as the streetlights continue to be leased.

Efficiency Vermont has prepared the “Guide for Improving Efficiency in Municipal Street and Public Space Lighting” to help with the process. This Guide offers a comprehensive method toward maximizing the energy savings. The guide, along with other helpful documents (including a “Guide to Eliminating Street lighting”), can be found at the following link: [www.encyvermont.com/street lighting](http://www.encyvermont.com/street-lighting). It is a community's option to choose the appropriate approach toward improving the efficiency of street lighting that works in that specific community. In return, Efficiency Vermont will provide a municipality with technical and financial assistance to assist in developing the LED upgrade project. It is important to recognize that this agreement does not specifically require that the municipality implement the project -- rather only to fully develop the project so that it can then be considered for implementation.

### **Municipal General Funds or Bonding**

These are funds allocated by the Town of Woodbury either directly from the town's general fund or through a long-term borrowing vehicle, such as a municipal loan or bond.

### **Municipal Planning Grant (MPG)**

(<http://accd.vermont.gov>)

Available through the Regional Planning Commission and administered by the Department of Housing and Community Development, MPG grants support planning initiatives for municipalities in Vermont. To be eligible the Town of Woodbury will need to have an extant, adopted town plan approved the Regional Planning Commission (RPC) to apply for grants up to \$20,000. The deadline for submission is September

2016.

Planning grant funds allow communities access to the technical expertise and professional resources needed to test ideas, propose strategies, develop plans, establish policies and procedures, and conduct organizational activities. It is important to remember that the successful funding of a planning grant does NOT guarantee or imply that Vermont Community Development Program funding for the project at implementation will also be successful, as the project must stand on its own merits and receiving VCDP planning dollars does not make the implementation proposal more competitive.

### **People for Bikes - Community Grants**

(<http://www.peopleforbikes.org/pages/community-grants>)

The People For Bikes Community Grant Program provides funding for important and influential projects that leverage federal funding and build momentum for bicycling in communities across the U.S. These projects include bike paths and rail trails, as well as large-scale bicycle advocacy initiatives.

### **Rural Business Development Grants**

(<http://www.rd.usda.gov/programs-services/rural-business-development-grants>)

RBDG is a competitive grant designed to support targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. Programmatic activities are separated into enterprise or opportunity type grant activities.

### **VT Bicycle & Pedestrian Grant**

([http://vtransengineering.vermont.gov/sections/ltf/bike\\_ped/policy\\_plan](http://vtransengineering.vermont.gov/sections/ltf/bike_ped/policy_plan))

The VTrans Bicycle and Pedestrian Program provides funding for the scoping or design/construction of infrastructure projects that help improve access and safety for bicyclists and/or pedestrians. These may include sidewalks, bike lanes, crossing

improvements, and facilities that assist ADA facilities.

**VT Dept of Buildings & General Services Grant Program**

(<http://bgs.vermont.gov/sites/bgs/files/image/2015-09-22%20-%202015%20Building%20Community%20Grants%20Summary%20-%20DWF%20%282%29.pdf>)

This grant opportunity consists of five grant programs established and funded by the Vermont Legislature to “help communities preserve important historic buildings and enhance community facilities.” The relevant grants for this initiative include the Recreational Facilities Grant Program & the Regional Economic Development Grant Program. Applications are due Fall 2016.

**VTrans Paving Program**

(<http://vtransengineering.vermont.gov/sections/highway/pavement>)

Each year, VTrans assess and budgets investments in leveling and resurfacing sections of existing pavement. The paving program not only extends the life of the current road network, they provide the ideal opportunity for adding new roadway amenities, such as medians, striping, and stamped and/or colored patterns.

**VTrans Safe Routes to School**

([http://saferoutes.vermont.gov/getting\\_started/funding](http://saferoutes.vermont.gov/getting_started/funding))

This program provides funding for projects that will improve access and safety for bicyclists and/or pedestrians through the planning, design and construction of infrastructure projects. The Bike/Ped Program provides funding for either scoping (feasibility) studies or for the design and construction of projects.

**VTrans Strong Communities, Better Connections Grant Program**

(<http://vtransplanning.vermont.gov/programs/scbc>)

The SCBC Program supports a range of projects that advance the integration of transportation and land use planning that builds community resilience with a focus on implementation activities. Projects should address land use and development, context-sensitive design, transportation network connectivity and roadway design,

water quality, green and grey infrastructure capacity, and economic development.

### **VTrans Transportation Alternatives Grant**

(<http://vtrans.vermont.gov/>)

This program awards financial assistance to towns and communities to fund multi-modal transportation projects that help improve the traveling experience for people of all modes. This includes assistance for the creation of sidewalks, shared-use paths, shoulder paving, and landscaping.

### **Vermont Community Foundation**

(<http://www.vermontcf.org/NonprofitsGrants/AvailableGrants.aspx>)

Since 1986, the Vermont Community Foundation has been committed to building philanthropic resources that sustain healthy and vital Vermont communities. One part of that work involves making grants. The Foundation awards more than \$12 million annually to nonprofit organizations in Vermont and beyond. These grants support a breadth of issues such as hunger, housing, arts, cultural heritage, social justice, animal welfare, and environmental sustainability.

### **Village Center Designation**

([http://accd.vermont.gov/strong\\_communities/opportunities/revitalization/village\\_center](http://accd.vermont.gov/strong_communities/opportunities/revitalization/village_center))

The Village Center Designation program, administered through the Agency of Commerce and Community Development, supports local revitalization efforts by providing technical assistance and state funding to help designated municipalities build strong communities. Once designated, the town will be eligible for tax credit and other financial benefits. Tax credits include historic, facade and code improvements, and technology credits. Other financial benefits include prior consideration for municipal planning grants, Vermont Agency of Transportation grants, Vermont Agency of Natural Resources grants and funding from Vermont's Community Development Program (CDBG).

Note that the intention to apply for designation needs to be included in the town plan of the municipality, and the plan must explain how the designation would further the

plan's goals and the goals of the program.

**Vermont Department of Environmental Conservation Clean Water Initiative Fund  
(formally the Ecosystem Restoration Program)**

(<http://www.watershedmanagement.vt.gov/erp/docs/FY16-R2-ERP-Application.pdf>)

This program provides funding for green infrastructure initiatives which address their mission of restoring and protecting rivers, streams, lakes, ponds, and wetlands from unregulated nonpoint source runoff and erosion containing nutrient and sediment pollution.

**Vermont Economic Development Authority (VEDA) Commercial Financing Programs**

(<http://www.veda.org/financing-options/vermont-commercial-financing/>)

VEDA offers innovative, low-interest loan programs that often fill the financing gap for a commercial startup or expansion project. Working either directly with a business, or in partnership with a commercial lender, VEDA customizes financing solutions to fit the unique needs of business projects, large or small, utilizing a number of innovative loan programs.

**Vermont Urban and Community Forestry - Caring for Canopy Grant**

(<http://www.vtcommunityforestry.org/resources/financial-technical-assistance/vermont-urban-community-forestry-grants>)

The Caring for Canopy grant category is for projects focused on helping a community move their tree management program forward toward a sustained level. This could include street and park tree inventories; management, protection and streetscape plan development; public policy development; training opportunities; tree planting; and tree maintenance. Grants range from \$500 to \$5,000 and require a 50-50 match (total project cost range is \$1,000-\$10,000).

**Vermont Watershed Grants** (for addressing resiliency)

([http://www.watershedmanagement.vt.gov/lakes/htm/lp\\_watershedgrants.htm](http://www.watershedmanagement.vt.gov/lakes/htm/lp_watershedgrants.htm))

Vermonters have an opportunity to protect and restore watersheds through the Vermont

Watershed Grants Program. Half of the proceeds derived from the sale of the Vermont Conservation License Plate go towards funding the Vermont Watershed Grants Program. The Program, co-administered by DEC and the Department of Fish and Wildlife, distributes grant dollars for noteworthy local and regional water-related projects within Vermont. The other half of proceeds derived from the Conservation License Plate go towards helping the Vermont Non-Game and Natural Heritage Program.

### **Woodbury Fund**

The Woodbury Fund is a local philanthropic organization with roots in the community. The Foundation supported components of the first phase of this project and would likely be a source of funding for future phases.

## ***6. FIRE STATION FEASIBILITY STUDY***

### ***6.1 Fire Station Requirements***

Basic space needs and requirements for the Woodbury Fire Departments are summarized below, as provided by the Village Study Committee;

- The facility should be located out of flood prone areas.
- If new facility is located within  $\frac{1}{4}$  mile of the current facilities we need a building that is 5000 square feet that is 70 by 50 for apparatus (4 overhead doors) and a space of 1500 square feet, and 30 by 50 for EOC, mechanical rooms, and restrooms. We would anticipate renovating our current facilities into our meeting room and office space.
- If the new facility is more than  $\frac{1}{4}$  mile from our current facilities we would need a 7000 square foot building to accommodate all of our space needs.
- Apparatus parking apron in front of the doors of at least 70 by 50 with no other public use.
- Preference is for the facility to be on Route 14.
- The facility needs to be within one mile of current location.
- The facility requires on site water well and waste water disposal. Sewer holding tank is an option.
- A 20,000 gallon water storage tank for sprinkler system is needed on site. It

would be buried and could be under the building if the site permits. Tank is about 12 feet tall and 30 feet long.

- The facility needs a backup generator
- The facility needs to accommodate parking for about 20 cars.

*“We currently have 4 large trucks, a pickup, mini pumper, and a boat. We do not intend to expand the fleet in the foreseeable future. We do intend to buy a combination vehicle to reduce the large truck fleet from 4 to 3. This would most likely happen around 2018 to 2020 (Fire Chief, Paul Cerutti).”*

## **6.2 Fire Station Site(s) Analysis - Costs & Benefits**

*See Appendix for Fire Station Feasibility Options with Matrix Summaries, including plan studies and evaluation matrices for Options 1,2 & 3.*

## **6.3 Recommendations**

Based on the input and informal consensus derived from the July public workshop, there seems to be widespread support for keeping the Fire Station in the heart of the village, and keeping the existing facility as an auxiliary space for Department and community use. A new fire house is proposed for a site across from the existing station. This is a preliminary recommendation as it is understood that this recommended site across from the existing station will still need to be further assessed with regard to development feasibility and cost.

# **7. TOWN PLAN & ZONING REGULATIONS**

## **7.1 Recommendations for Town Plan & Zoning Regulations**

Recommendations for consideration in the town plan and zoning regulations:

- Redefine and expand the Village District boundaries. The boundary should follow property lines as much as possible. Include Valley Lake Road and Cabot Road and

areas where new growth can occur. District boundaries should be mapped in both the town plan and zoning regulations.

- Clearly define the purpose and goals of the Village District, to include but not be limited to: a mix of integrated residential and non-residential uses; a pedestrian-friendly environment; strong public presence (contains public spaces and buildings such as a village green, library, post office, etc.); an inviting and aesthetically pleasing streetscape and atmosphere; and, a presence of special features such as historic buildings, landmarks or views (e.g. water features).
- Increase density in the Village District to accommodate an appropriate mix of activities, people, and growth. Consider minimum lot size of 20,000 sq. ft., and if water and sewer allow, as much as 10,000 sq. ft. Allow density bonuses for PUD's and developments that integrate community water/sewer systems.
- In order to accommodate future high density, the town should evaluate water and sewer needs and constraints. Seek funding and commit financial resources to the design and development of a water supply and/or wastewater disposal system.
- Reexamine permitted and conditional uses in the Village District. Ensure that zoning regulations promote rather than deter economic growth.
- Consider adopting "by-right" regulations for some types of non-residential development – i.e. zoning bylaws that provide detailed, objective standards which, when met, entitle the developer to a permit, and provide developers with greater certainty that their projects will be approved if they meet the standards. Make Woodbury a place developers want to build and invest in.
- As home based businesses become more appealing and prevalent in today's economy, it is highly recommended the town support these changing demographics. Many towns in Vermont are moving towards a "home based business" category within their zoning, and within that category defining different levels of businesses and permitted activities. These include not only "home occupations," but also "home businesses" and "cottage industries."
- Adopt Planned Unit Development (PUD) regulations, which allow for compact,

mixed-use developments and a variation of densities, setbacks and other requirements. PUD's integrate a mix of residential and nonresidential uses at moderate to higher densities of development, and are particularly beneficial in promoting a well-defined village center.

- Allow, encourage, or require infill development to make efficient use of vacant and underutilized buildings or land. One way to do this is to eliminate minimum lot size requirements, which would allow new structures to be permitted on smaller parcels of land that otherwise might not be put to good use. Eliminating or reducing setback requirements (or at least imposing minimal setback requirements) can also encourage more compact development.
- Allow and encourage a mix of housing types at higher densities and at an appropriate scale e.g. duplexes, multi-family housing, and apartment buildings, to be integrated with existing single-family dwellings.
- Minimize the amount of land needed for parking in the village. Provide flexibility in the application of any minimum parking requirements – avoid excessive parking. Provide public transit stops and make streets more accommodating to bicyclists to reduce the number of cars accessing the village.
- Develop design standards for new developments that ensure projects enhance the character and identity of Woodbury Village. These might include but not limited to standards that require sites to have connecting sidewalks, buildings incorporate ground floor commercial with upper story residential uses, building facades that front the street, architectural materials, bulk and mass that complements the district, or sign design standards.
- Establish a capital improvement plan and budget that contains funding and action items that help to enhance and encourage growth in the Village District.
- Seek “Village Center Designation” from Agency of Commerce and Community Development, a program that supports local revitalization efforts by providing technical assistance and state funding to help designated municipalities build strong communities. Once designated, the town will be eligible for a number of

financial benefits or tax credits.

- Evaluate, design, and implement a welcome sign system that introduces people to Woodbury Village and creates a sense of identity and cohesion.
- Create and maintain innovative promotional materials, including the development of a website, to attract new businesses and support existing businesses.
- Adopt flood resiliency regulations for new development within designated Village District floodplain areas including building Finished Floor Elevation (FFE) and flood proofing requirements. Include measures to protect existing buildings, require use of pervious paving for future parking construction, and restrict fill within these floodplain areas.

## ***8. TOWN WEBSITE RECOMMENDATIONS***

As part of the Village Planning project process, LandWorks submits the following recommendations for use by the Town in setting up a simple website.

### **Domain Name**

It is best to keep a domain name simple and recognizable. Examples include:

www.woodburyvt.com

www.townofwoodburyvt.com

www.woodburyvermont.com

### **Website Host/Content Management System(CMS)**

WordPress

Vermont Town/City Websites that use WordPress:

*Brandon, East Montpelier, Rochester, Royalton, St. Albans, Wallingford, and more*

GovOffice

Vermont Town/City Websites that use GovOffice:  
*Middlebury, South Burlington, Ludlow, Rockingham*

CivicPlus  
Vermont Town/City Websites that use CivicPlus:  
*Shelburne*

### **Design/Template**

GovOffice and CivicPlus are companies that will work with the Town to design and organize the site layout, whereas WordPress allows users to choose a template and modify it to fit their needs.

Things to keep in mind during the design process:

- Keep things simple and easy to navigate.
- Use legible fonts. San Serif fonts are recommended for web use (Myriad Pro, Corbel, Source Sans Pro or Open Sans are good options). Also try not to use more than two different font families.
- Limit the visual clutter (too many videos, graphics, photos, etc.) Clutter will distract the viewer from the important information on the page. When using images or graphics, make sure they are of good quality.
- Use a color palette that represents the Town. A good idea is to use one or two neutral colors for the background or color blocks and an accent color for headlines of key graphics to attract viewers to the most important information.
- Keep it updated. The home page is great for displaying links to pages with current or frequently updated information.

### **Links and Other Resources**

WordPress: <https://www.wordpress.org/>

GovOffice: <http://www.govoffice.com/>

CivicPlus: <http://www.civicplus.com/>

Vermont Council on Rural Development, Guide for Creating and Managing a Municipal Website: <http://vtrural.org/programs/digital-economy/services/municipal-websites/toolkits#resources>

## 9. OVERALL CONCLUSIONS

This Plan represents the first phase of what needs to be, and should be, a longer term undertaking for the Town of Woodbury to further develop, enhance and “market” its historic village center. It is not a report that is intended to be filed away as a record of a nice effort and some good ideas; rather it is a report that can be the guide and basis for what will be a multi-year undertaking to re-imagine what Woodbury Village could and should be - a living, vibrant, appropriately scaled cultural and commercial center for the community – the heartbeat of the town.

This first phase of the planning and design work focused a number of key considerations and initiatives to move the town forward in its efforts to maintain and sustain the village. To that end, the planning effort focused on:

- Identifying the future site and plan for the Woodbury Fire Department;
- Village planning and design and identifying options and opportunities for additional planning parameters as well as increased density and suitable infrastructure;
- Streetscape designs to enhance the public realm and highway corridor that characterizes the village; and
- Tools and processes to continue the planning and village development effort.

The process identified the potential for recreational biking; it looked at how trail networks and information systems can appraise visitors of the boat launches, swimming and fishing opportunities. Connections and development of trail systems in the town forest will be desirable, and improving public water access. Exploring an increase in village density coupled with an assessment of water and wastewater opportunities were also topics and concerns brought forth. A critical piece will be the adoption of a new Town Plan with a chapter devoted to the village.

*“Historically (Woodbury’s) two village centers have provided the focus for commercial and community activity within the town. Although there is little undeveloped land left in the villages, a goal of this Plan is to enable the villages to continue providing these functions.”*

*The village is the heart of the town. This report ends where we began - with this key acknowledgement from the current draft of the Woodbury Town Plan*

A key consideration will be drawing the summer population into the process, and addressing the daily life of the village will also be important for future success.

This plan most certainly has a next chapter; the Action Plan which is the crux of the plan's forward look provides the blueprint for the next steps which could form the basis of that chapter. In fact, those with experience in downtown and village planning and revitalization efforts know that these efforts are ongoing; successful communities and village centers continue to work towards a desired and identified future. As surely as businesses and residents come and go, so it is that the work of village leadership, businesses and residents that will determine the success of this initiative.

What Woodbury offers should not be overlooked or underestimated; an authentic Vermont setting coupled with a rich history; extensive scenic and natural resources, amenable summer climate, interconnectivity with the services, employment and economy of the state's capital city and surrounding areas; and an engaged and devoted populace.

The town can tap into many sources of assistance, expertise and funding, and some of that guidance has been provided in the plan's narrative and in the Action Plan.

The next phase of work should also take a realistic look at Woodbury's economics and what is possible for future business development and village investment. The Village Committee should be formalized to serve as the entity which plans, projects and manages the inter-related efforts to re-imagine, grow and sustain the village center. This next phase of planning must take the steps identified in Phase 1 and "run with them"; additional considerations and initiatives will evolve out of the identified opportunities. There are distinct responsibilities for the Village Committee, the Selectboard, the Planning Commission, it will be desirable to involve the Regional Planning Commission, individual property owners and all of the citizens of Woodbury. The town is, after all, a place where people and families live, work and play. That is as it should be – and, based on this first and important step in the process, we have taken the critical initial steps towards realizing what the village itself, should be.

*“Woodbury is a Diamond in the rough”*

*Comment from the first community workshop.  
May, 2015*

## 10. NEXT STEPS - ACTION PLAN

See the following Action Plan Matrix:

Woodbury Community Planning Project					Recommendations & Implementation			<i>*Note: Phase II Scope of Work as listed in Landworks Phase II Proposal</i>
Action Plan Activity	PRIORITY	PHASE II SCOPE*	% COMPLETED	ADDITIONAL WORK	Recommendations	Potential Partners	Possible Funding Source	Notes
<b>Village Planning &amp; Design</b>		√	25%		Develop stronger connections and links to trail networks, water-based resources and the Town Forest / Develop schematic plans and visual simulations for village improvements	Village Study Committee / Regional Planning Commission (CVRPC) / Planning Consultant	<ul style="list-style-type: none"> <li>• Municipal Planning Grant (9/2016)</li> <li>• VT Trails &amp; Greenways Program</li> <li>• RCP Programs</li> <li>• YCC assistance for trail construction</li> <li>• Woodbury Fund</li> </ul>	
	*				Town to purchase the Woodbury Country Store.	Woodbury/FEMA	<ul style="list-style-type: none"> <li>• FEMA</li> <li>• Bond Issue/Capital Budget</li> <li>• Preservation Trust (Village Historic Preservation)</li> </ul>	
<b>Fire Station Feasibility Study</b>	*				Select preferred Fire Station location based on findings and recommendations from Phase I.	Village Study Committee/Fire Department	<ul style="list-style-type: none"> <li>• Bond Issue/Capital Budget</li> <li>• Town operating budget- dedicated funds for match study</li> <li>• Private fundraising</li> <li>• Farmer's Home Administration Rural Development Center</li> <li>• Senator Leahy/Sanders Office</li> </ul>	
	*				Conduct an engineering study/ environmental assessment/cost estimate of the two potential Fire Station locations, and identify and site specific permitting requirements.	Village Study Committee/Fire Department/Planning & Engineering Consultant		
				√	Develop detailed site and architectural design for Fire Station.	Village Study Committee/Fire Department/Planning, Engineering & Architecture Consultant		

Action Plan Activity	PRIORITY	PHASE II SCOPE*	% COMPLETED	ADDITIONAL WORK	Recommendations	Potential Partners	Possible Funding Source	Notes
<b>Streetscape Design &amp; Infrastructure Planning</b>	*				Identify streetscape layout preferences based on preliminary design concepts developed in Phase I.	Village Study Committee	<ul style="list-style-type: none"> <li>• Municipal Planning Grant (9/2016)</li> <li>• VTrans Bicycle and Pedestrian Program</li> <li>• VTrans Transportation Alternatives program</li> <li>• ACCD &amp; VTrans Strong Communities, Better Connections Grant Program (1/2016)</li> <li>• DEC Watershed Grants</li> <li>• VT ANR Urban Forestry Grants</li> <li>• Woodbury Fund</li> <li>• ACCD Grant Programs</li> </ul>	
		√			Develop final schematic plans including recommendations for storm water and water management improvements.	Village Study Committee/Regional Planning Commission/ Planning & Engineering Consultant/VTrans		
	*				Complete replacement of the Buck Lake Stream Culvert under Rt 14. Coordinate culvert improvement(s) with future village water supply, sewage, and stormwater design enhancements associated with fire station, village streetscape and potential infill development.	Village Study Committee/Engineering & Planning Consultant/Regional Planning Commission/VTRANS		
	*	√	25%	√	Work with VTRANS to restripe Route 14 for bikes or bike lanes	Village Study Committee/Regional Planning Commission/ Planning & Engineering Consultant/VTrans		
		√	10%		Coordinate with and review refined schematic proposal with VTRANS.	Village Study Committee/Planning Consultant/VTrans/ Regional Planning Commission		
		√			Detailed study of locations for community wastewater and public water supply improvements. Determine options.	Village Study Committee/Planning & Engineering Consultant/Private Owners		
		√			Develop cost estimates for proposed improvements.	Village Study Committee/Planning & Engineering Consultant		
	*	√	50%		Identify funding sources for implementation.	Village Study Committee/Planning Consultant/Regional Planning Commission/VTrans		

# Woodbury Community Planning Project

## Recommendations & Implementation

*\*Note: Phase II Scope of Work as listed in Landworks Phase II Proposal*

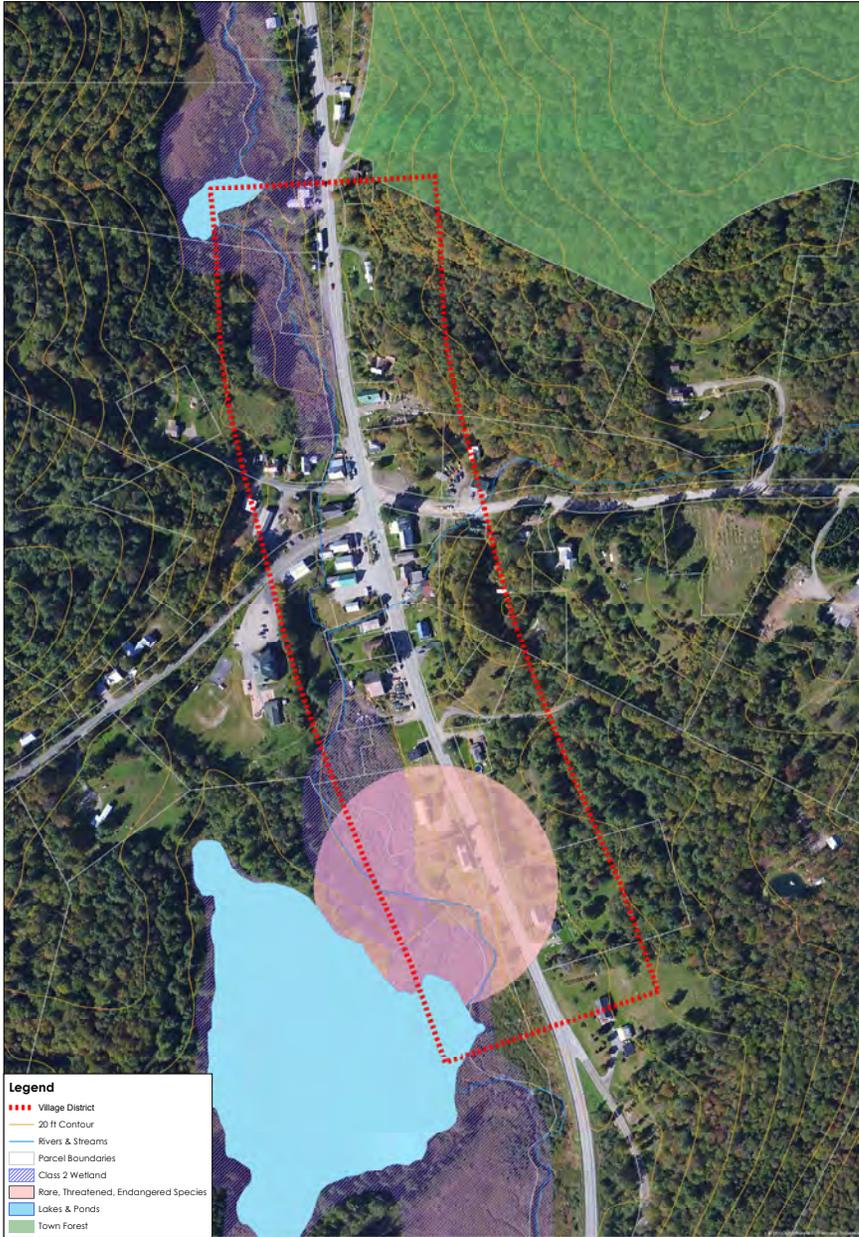
Action Plan Activity	PRIORITY	PHASE II SCOPE*	% COMPLETED	ADDITIONAL WORK	Recommendations	Potential Partners	Possible Funding Source	Notes
	*	√	25%	√	Planning for and implementation options to enhance resiliency with green infrastructure.	Village Study Committee/Planning Consultant/Regional Planning Commission/VTrans	<ul style="list-style-type: none"> <li>VT DEC Watershed Programs</li> <li>VT DEC Green Infrastructure Program</li> </ul>	Design rain gardens, bio-swales and associated infrastructure
<b>Town Plan, Zoning, &amp; Land Use</b>  REVISIONS/ADDITIONS	*				Incorporate Town Plan recommendations identified in Phase I	Planning Commission/Regional Planning Commission	<ul style="list-style-type: none"> <li>Town operating budget for PC</li> <li>Municipal Planning Grant (9/2016)</li> <li>Village Committee Fundraising</li> </ul>	<ul style="list-style-type: none"> <li>Village Center designation opens up opportunities for state funding and technical assistance opportunities, including tax credits and priority designation for grants (e.g. municipal planning, VTrans, ANR, CDGB).</li> <li>The Woodbury Community Planning Project - Final Report should be officially accepted/adopted by the Woodbury Board of Selectman and referenced in the Town Plan.</li> </ul>
	*				Adopt revised Town Plan. This Town Plan to include or reference the Woodbury Community Planning Project - Final Report in the Town Plan.	Planning Commission/Regional Planning Commission		
	*				Apply for Village Center Designation (Selectboard Approval required)	Planning Commission/Selectboard		
		√			Develop and adopt Planning and Design Guidelines for future village development as part of zoning changes	Planning Commission/Regional Planning Commission/ Planning Consultant		
		√			Explore and consider extension of the village boundaries.	Planning Commission/Regional Planning Commission/ Planning Consultant		
	*	√	25%	√	Revise village center zoning to address increased density and the future possibility of developing water / wastewater infrastructure	Planning Commission/Regional Planning Commission/ Planning Consultant		
	<b>Economic/ Employment Promotion</b>		√			Develop an economic profile for Woodbury including a summary of economic data.		
		√			Develop options for economic enhancements including business market targets.	Village Study Committee/Planning & Economic Consultant		
		√			Identify short & long term strategies for business and commercial development.	Village Study Committee/Planning & Economic Consultant		
		√			Create a "Woodbury Economic Development Prospectus."	Village Study Committee/Planning & Economic Consultant		

Action Plan Activity	PRIORITY	PHASE II SCOPE*	% COMPLETED	ADDITIONAL WORK	Recommendations	Potential Partners	Possible Funding Source	Notes
<b>Public Process</b>					Select and purchase website domain name and select website host (see Phase I suggestions).	Selectboard/Town Clerk	• Municipal Planning Grant (9/2016)	
		√			Implement Website with project promotion materials.	Village Study Committee/Town Clerk		
		√			Conduct community workshops for brainstorming related to economic, employment, and promotion of the town.	Village Study Committee/Planning Consultant		

1) See funding options narrative as set forth in Section 5.6 "Funding Sources" of the report. Note funding sources and grant programs are subject to change.

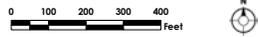
# APPENDIX 1

## EXISTING CONDITIONS: AERIAL & VILLAGE BASE MAP

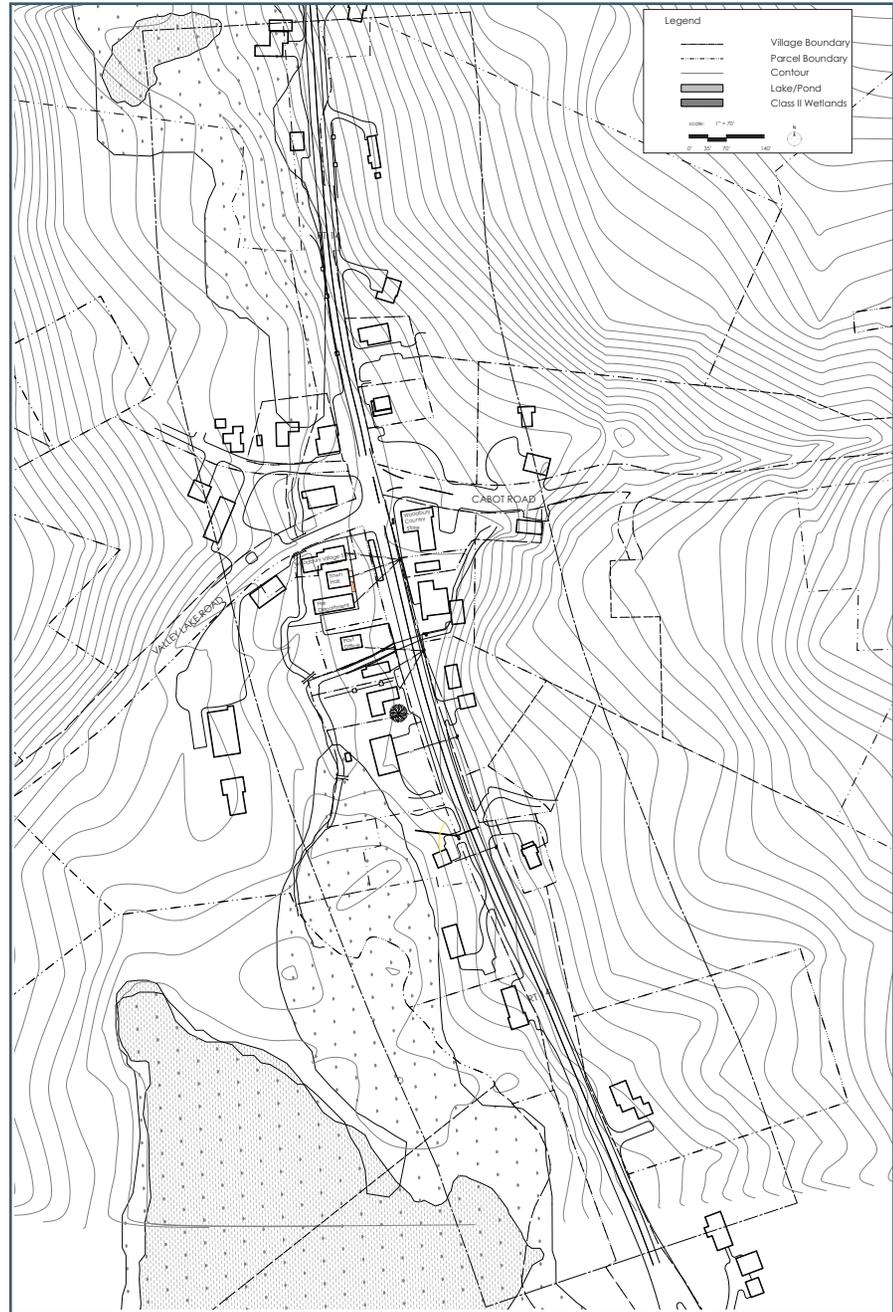


Village of Woodbury NATURAL RESOURCES and PARCELS

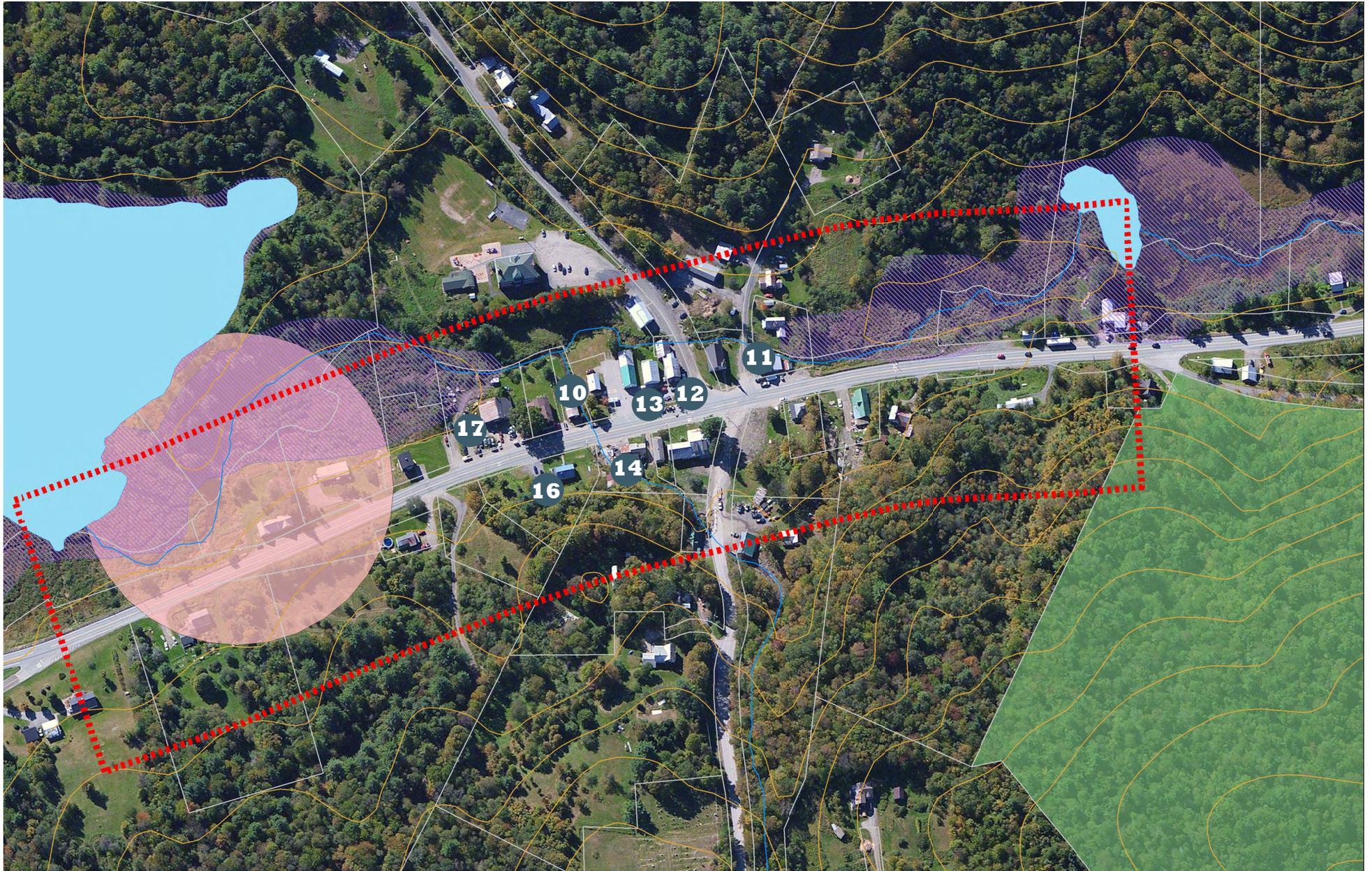
Existing Conditions Basemap/Village District



27 JULY 2015



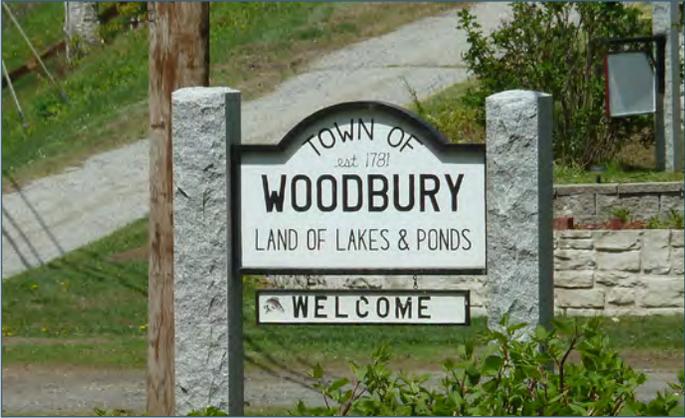
## APPENDIX 2 PHOTO INVENTORY



*Key photograph locations are shown on this map.*

**APPENDIX 2**  
PHOTO INVENTORY

1



2



3



4



5



6



## APPENDIX 2 PHOTO INVENTORY

7



10



8



11



9



12



**APPENDIX 2**  
PHOTO INVENTORY

13



16



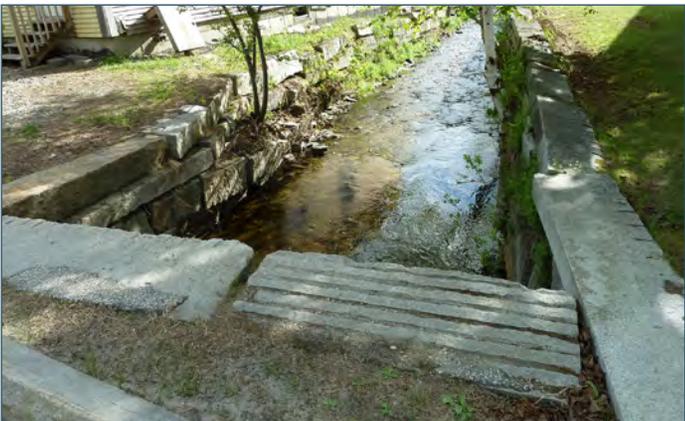
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17



15

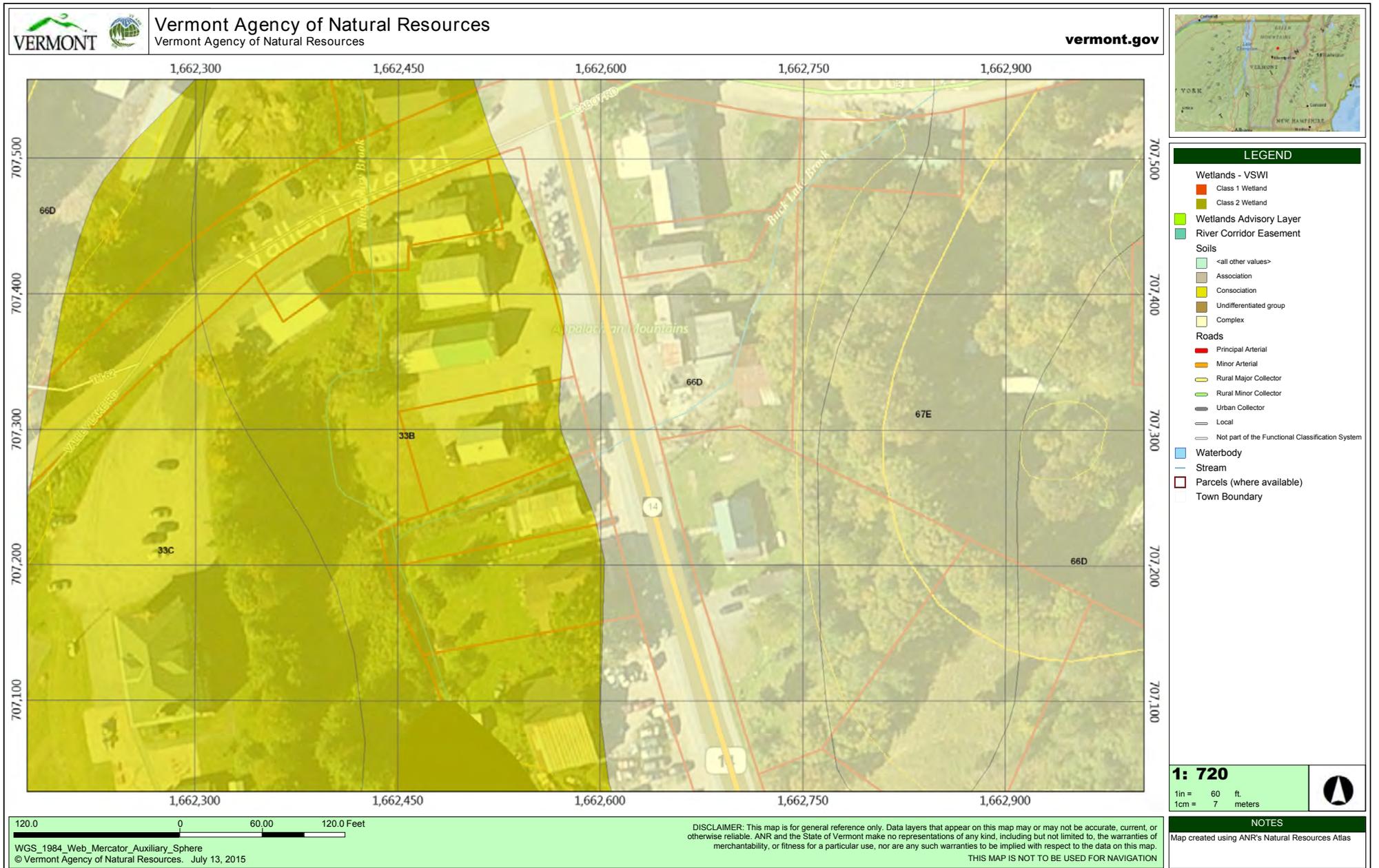


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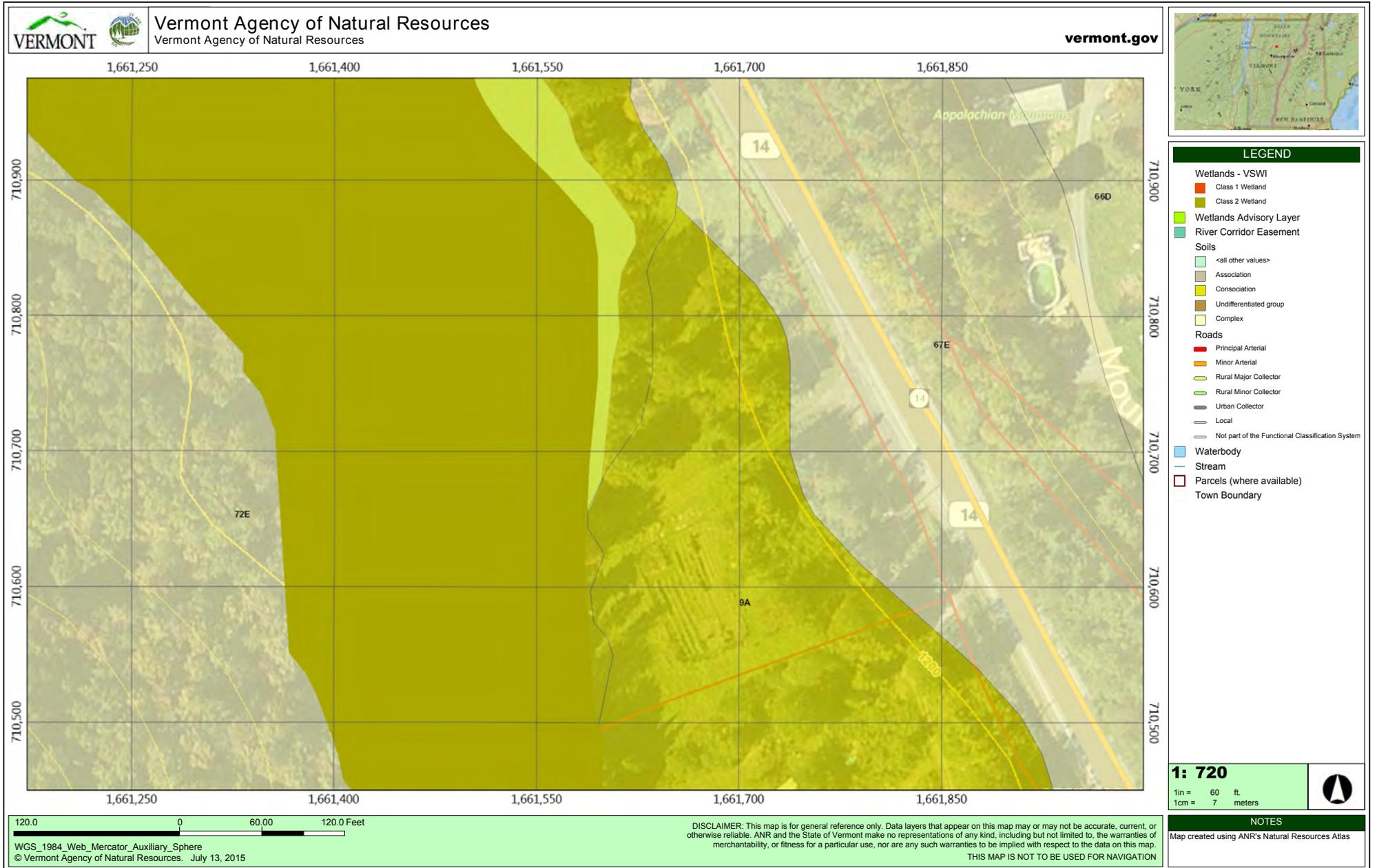
# APPENDIX 3

## VANR WETLAND & SOILS MAPPING: VILLAGE DISTRICT

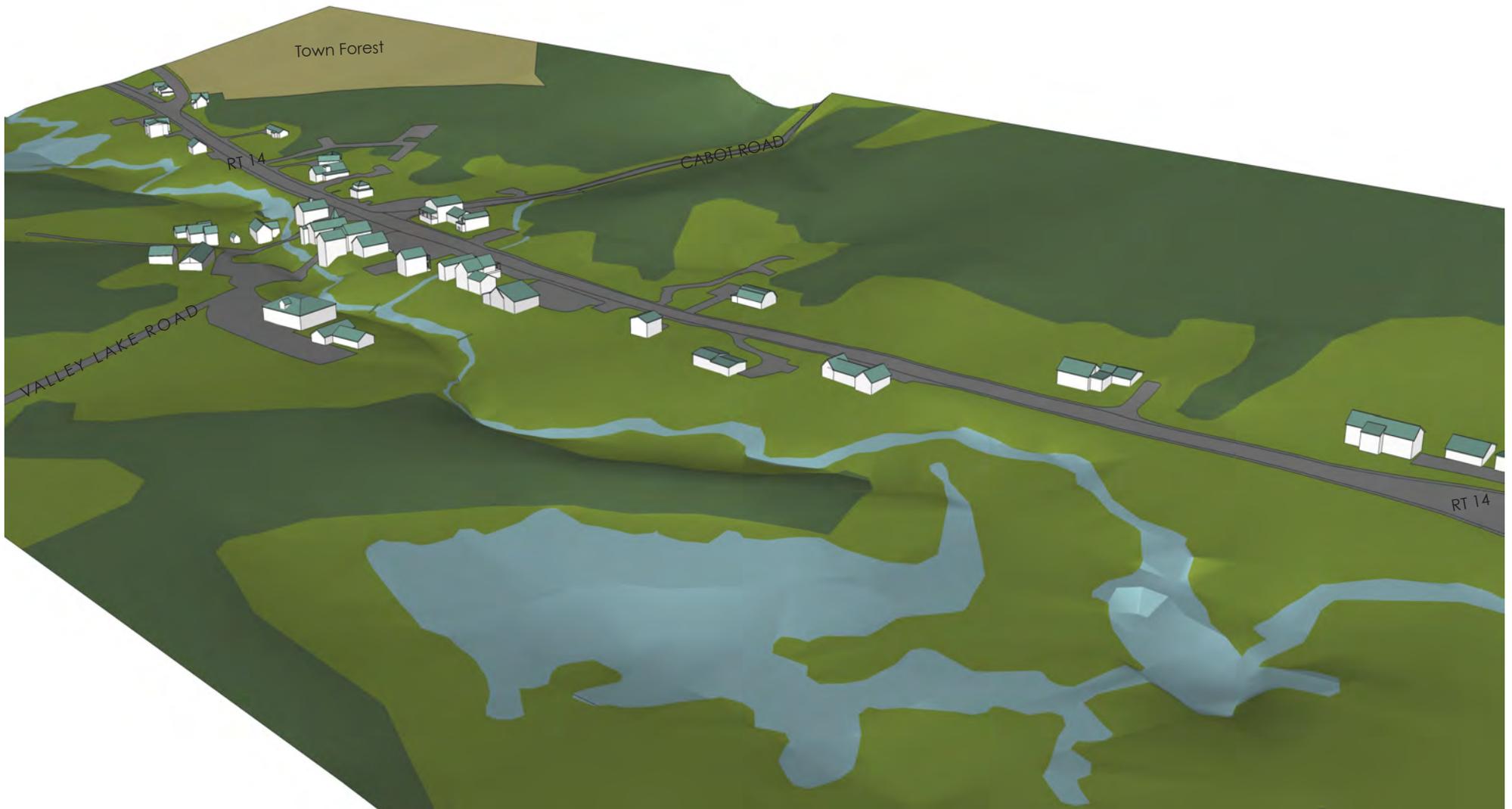


# APPENDIX 3

## VANR WETLAND & SOILS MAPPING: NORTH PARCEL - NEW FIRE STATION OPTION



VILLAGE PLANNING & DESIGN CONCEPTS 3D MODELING - EXISTING CONDITIONS



Village of Woodbury - Planning and Design Concepts | Existing Conditions

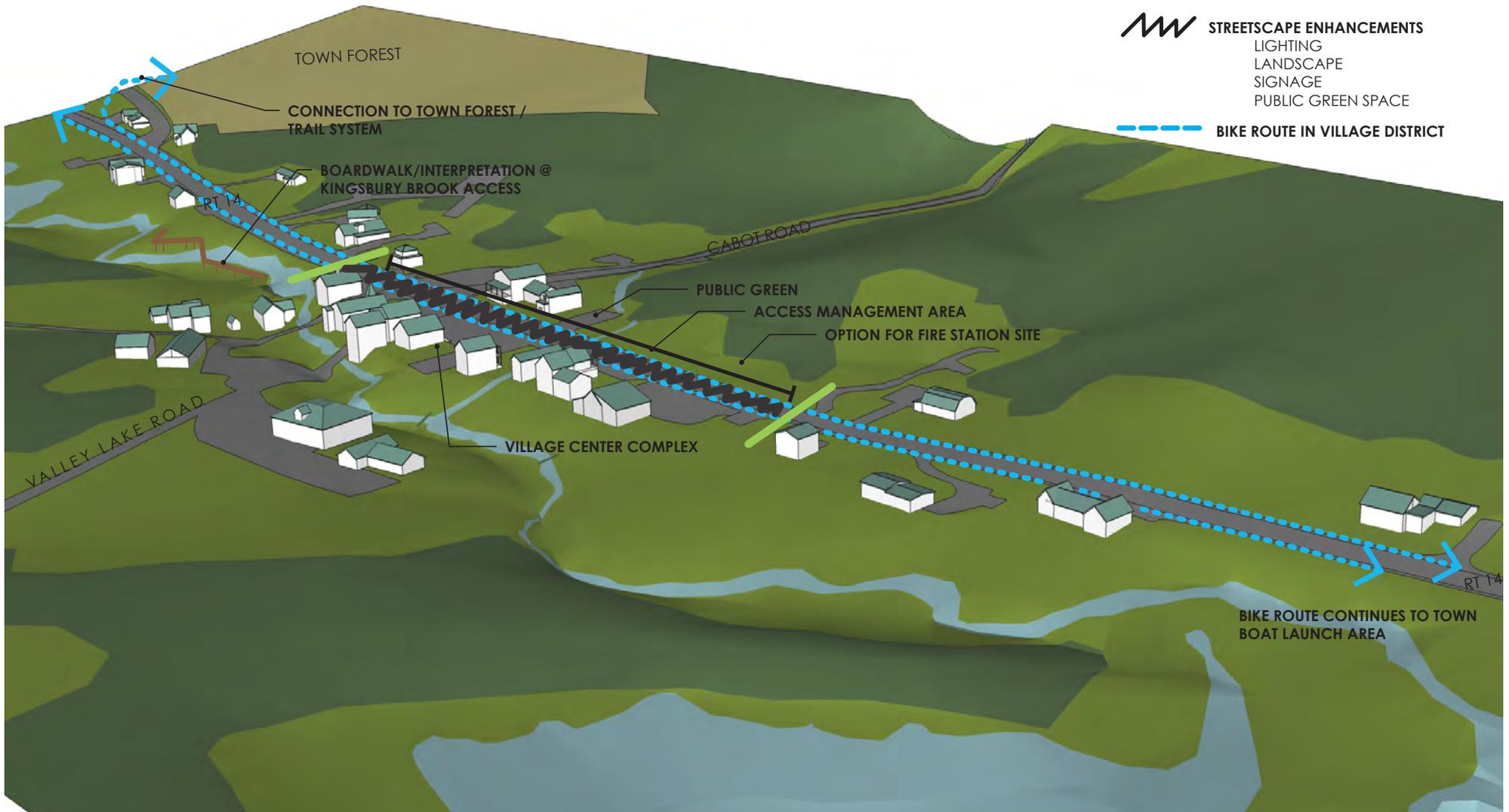
## APPENDIX 4

### VILLAGE PLANNING & DESIGN CONCEPTS 3D MODELING - INFILL & DENSITY OPTIONS



Village of Woodbury - Planning and Design Concepts | Infill and Density Options

VILLAGE PLANNING & DESIGN CONCEPTS 3D MODELING - VILLAGE ENHANCEMENT



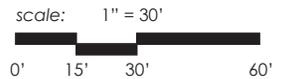
Village of Woodbury - Planning and Design Concepts | Village Enhancement

# APPENDIX 5

## VILLAGE INFILL & STREETSCAPE STUDIES: SCHEME A

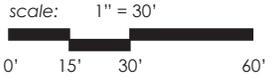


Village of Woodbury - VILLAGE INFILL & STREETSCAPE STUDY: SCHEME A





Village of Woodbury - VILLAGE INFILL & STREETScape STUDY: SCHEME B

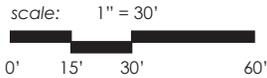


**APPENDIX 5**

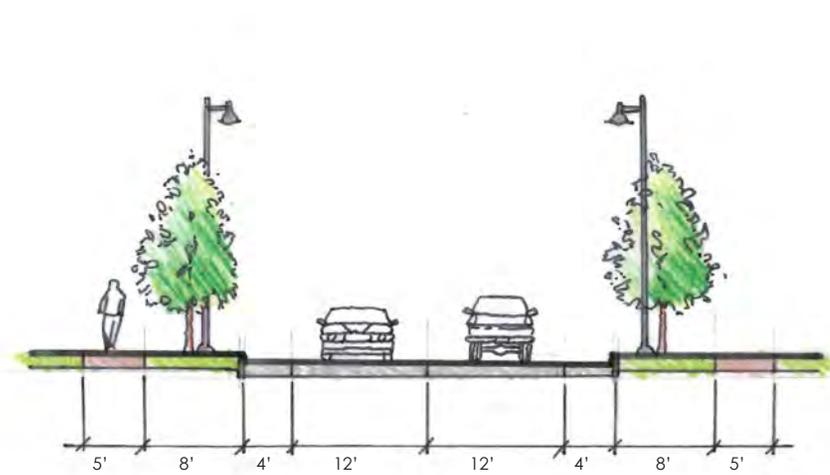
VILLAGE INFILL & STREETScape STUDIES: SCHEME C



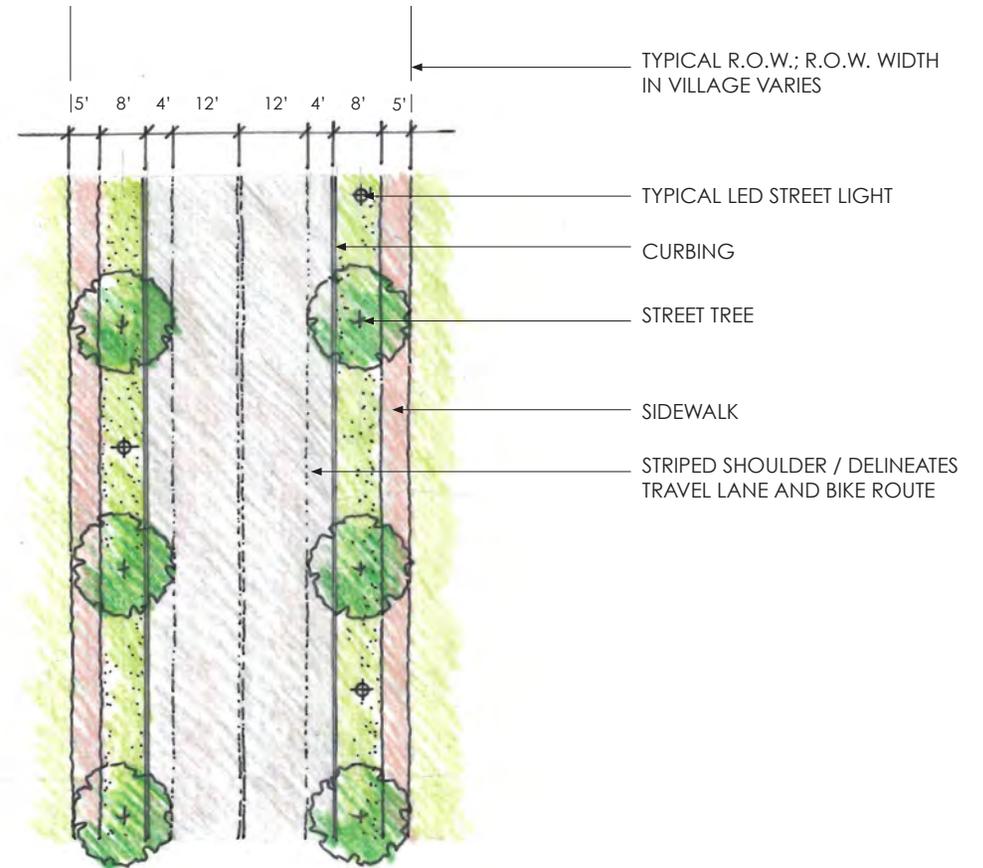
Village of Woodbury - VILLAGE INFILL & STREETScape STUDY: SCHEME C



**TYPICAL STREETSCAPE IMPROVEMENT DETAILS: SCHEME A**



**SECTION**  
Scale: 1" = 10'-0"



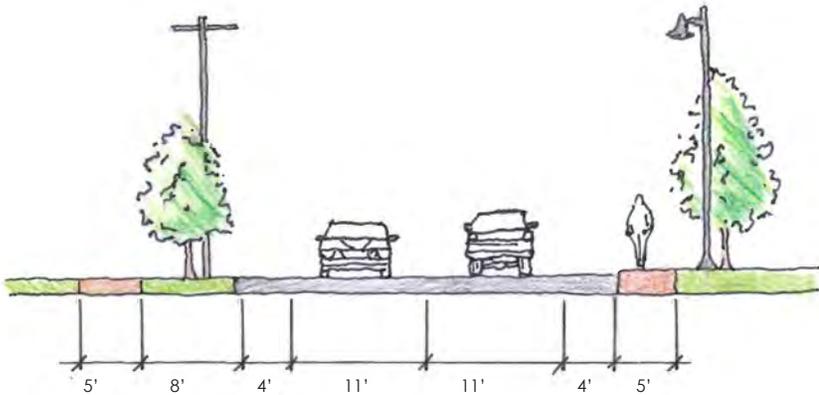
**PLAN**  
Scale: 1" = 20'-0"

**Village of Woodbury - Typical Street Improvements**  
ALL DIMENSIONS AND LOCATIONS ARE APPROXIMATE

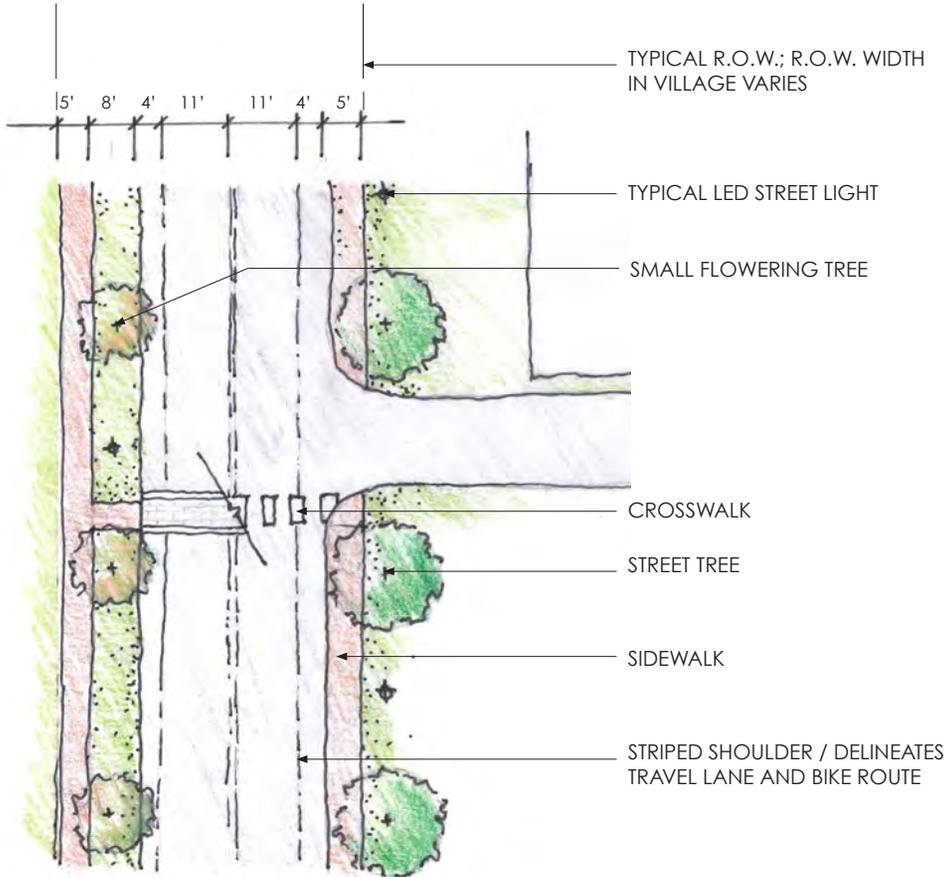
Date | 7.28.2015  
LandWorks | Middlebury, VT | 802.388.3011

# APPENDIX 5

## TYPICAL STREETSCAPE IMPROVEMENT DETAILS: SCHEME B

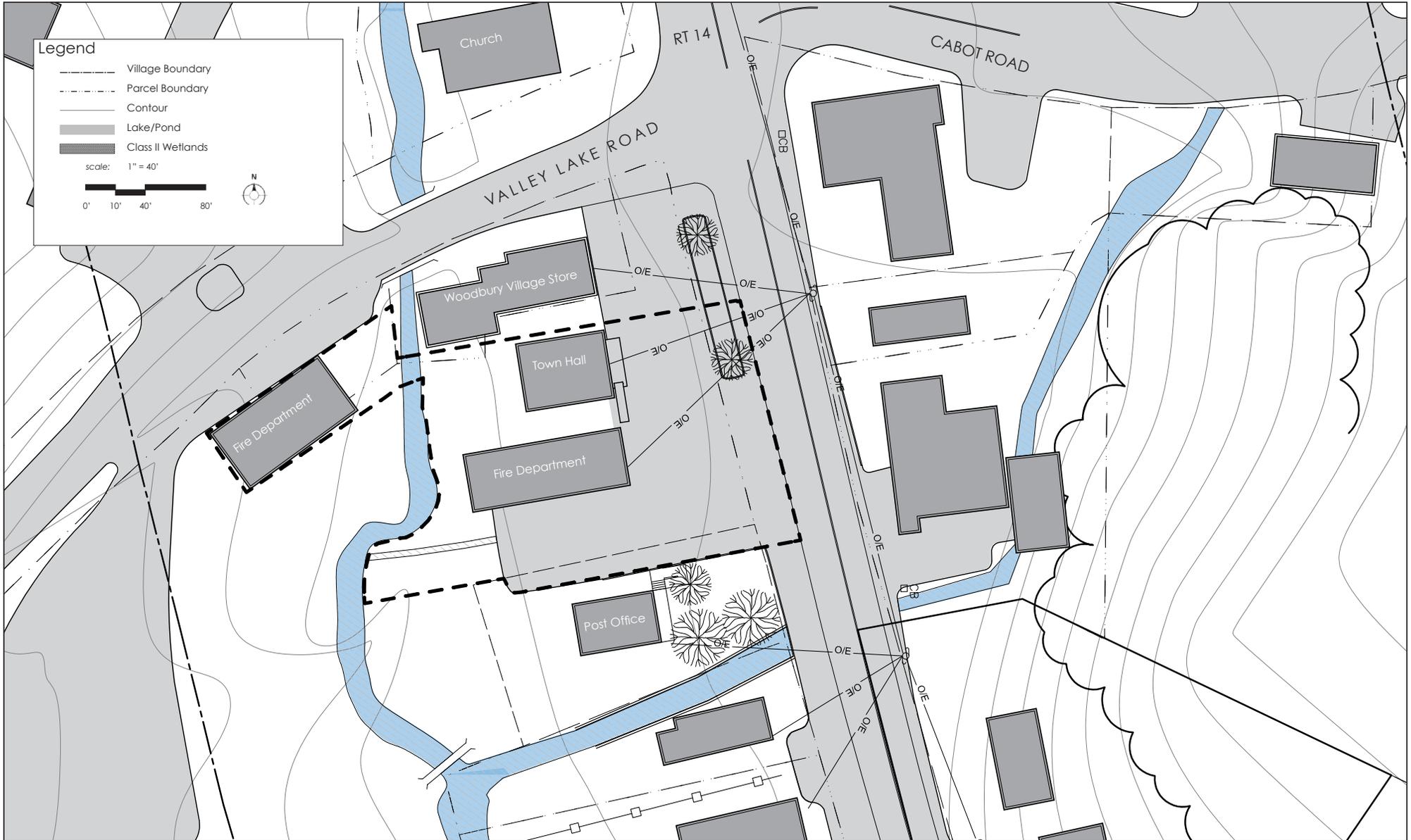


**SECTION**  
Scale: 1" = 10'-0"



**PLAN**  
Scale: 1" = 20'-0"

FIRE STATION FEASIBILITY STUDY: RENOVATE EXISTING - OPTION 1



Village of Woodbury - Fire Station Feasibility Study: OPTION 1- RENOVATE EXISTING FIRE STATION SITES

Existing Conditions Base Map

Date | 7.2.2015

LandWorks | Middlebury, VT | 802.388.3011



# APPENDIX 6

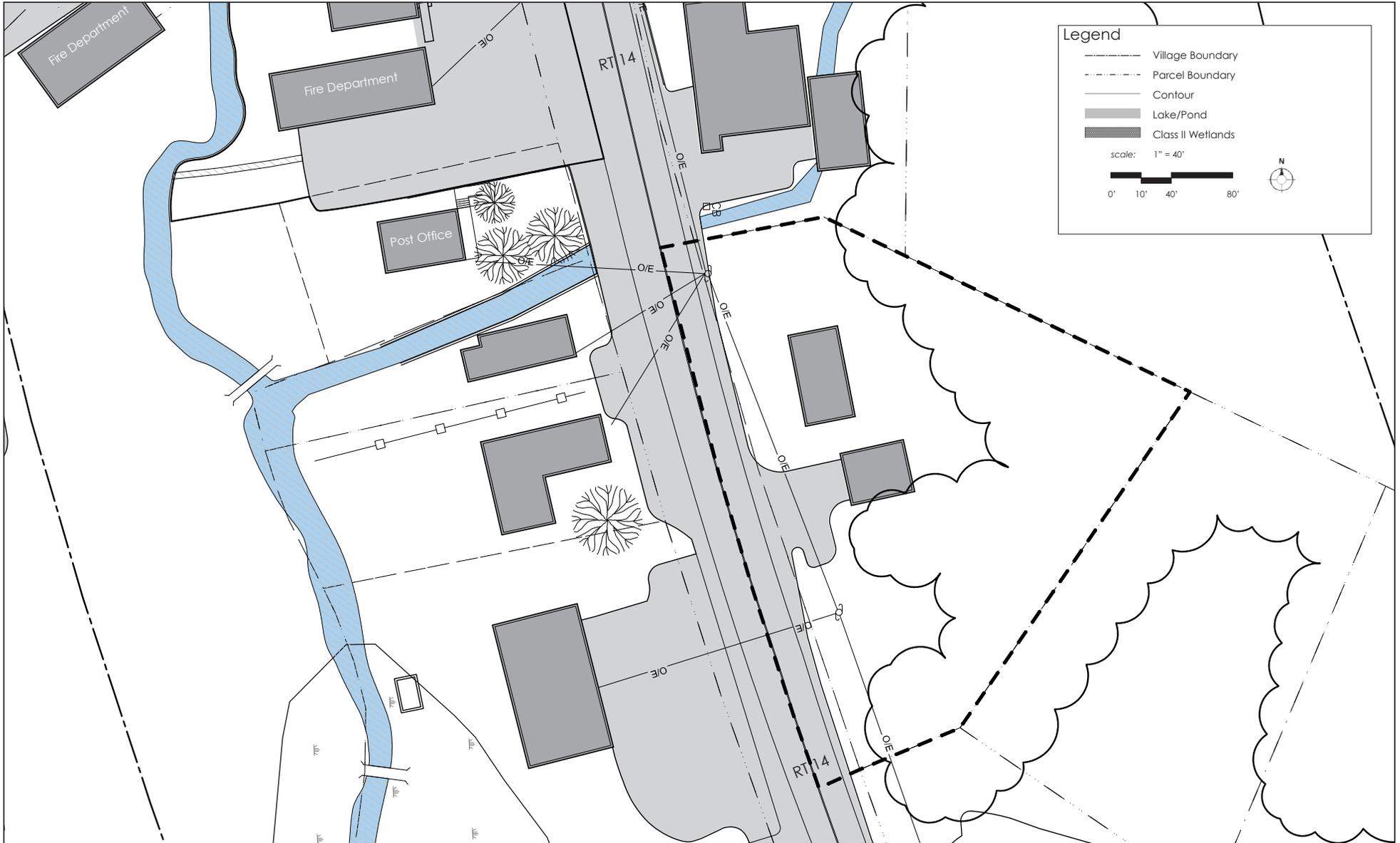
## FIRE STATION FEASIBILITY STUDY: RENOVATE EXISTING - OPTION 1

### Woodbury Fire Station Feasibility Matrix

#### OPTION 1: RENOVATE EXISTING FIRE STATION SITES: Rt 14 STATION & VALLEY LAKE RD BUILDING (3922 SF)

KEY EVALUATION CRITERIA	ADVANTAGES	DISADVANTAGES
<b>Vehicular Circulation &amp; Public Safety</b>		<ul style="list-style-type: none"> <li>•Conflicts between public vehicular and pedestrian circulation, &amp; emergency vehicles.</li> <li>•Poorly defined circulation. Significant spatial constraints limits improvements.</li> </ul>
<b>Parking Requirements (20 spaces)</b>	<ul style="list-style-type: none"> <li>•Proposed parking lot across from RT 14 Fire Station at the former Woodbury Country Store site (10 spaces)</li> </ul>	<ul style="list-style-type: none"> <li>•On-site parking at RT 14 site and Valley Lake Rd site insufficient.</li> <li>•Due to significant spatial constraints, parking expansion not possible at either site.</li> <li>•Existing parking at RT 14 is shared with Post Office (6-8 spaces)</li> </ul>
<b>Building Functionality (3922 SF max)</b>  <i>1985 SF (single story) RT 14 Fire Station</i> <i>1937 SF (single story) Valley Lake Rd Bldg.</i>		<ul style="list-style-type: none"> <li>•Insufficient space. Minimum requested 6,000 SF.</li> <li>•Expansion of RT 14 site from 1985 SF to max 2800 SF (single story) would eliminate on-site parking. Expansion limited by parcel site and surrounding development.</li> <li>•RT 14 station "too narrow and ceiling too low." Addition of second story would not resolve this.</li> <li>•Footprint expansion or redevelopment of Valley Lake Rd facility for emergency fleet not possible due to parcel size/site constraints</li> </ul>
<b>Utilities &amp; Infrastructure</b>		
<i>On-site water well &amp; waste water disposal</i>	<ul style="list-style-type: none"> <li>•Use existing shared well &amp; septic.</li> </ul>	
<i>On-site 20,000 gallon water storage tank</i>	<ul style="list-style-type: none"> <li>•Potential for accommodating this under parking. To be confirmed.</li> </ul>	
<i>On-site backup generator</i>	<ul style="list-style-type: none"> <li>•Use existing generator</li> </ul>	
<b>Proximity to Village Center</b>	<ul style="list-style-type: none"> <li>•Remaining within the Village contributes to sense of village center identity.</li> </ul>	<ul style="list-style-type: none"> <li>•Greater circulation conflicts with public during emergency responses</li> </ul>
<b>Flood Risk /Drainage</b>		<ul style="list-style-type: none"> <li>•Existing Fire Station site is within a Class II wetland, and is subject to flooding.</li> </ul>
<b>Economic Feasibility</b>	<ul style="list-style-type: none"> <li>•Potentially the most cost effective option.</li> </ul>	<ul style="list-style-type: none"> <li>•Long term compromised functionality and limits any future expansion needs.</li> </ul>
<b>Permitting Requirements</b>		<ul style="list-style-type: none"> <li>•Existing conditions. Potential less permitting requirements/complications</li> </ul>

**FIRE STATION FEASIBILITY STUDY: NEW VILLAGE SITE & RENOVATE EXG. STATION - OPTION 2A**



**Village of Woodbury - Fire Station Feasibility Study: OPTION 2 - DEVELOP NEW VILLAGE SITE & RENOVATE EXISTING STATION**

Date | 7.2.2015

Existing Conditions Base Map

LandWorks | Middlebury, VT | 802.388.3011



# APPENDIX 6

## FIRE STATION FEASIBILITY STUDY: NEW VILLAGE SITE & RENOVATE EXG. STATION - OPTION 2A

### DESIGN SUMMARY

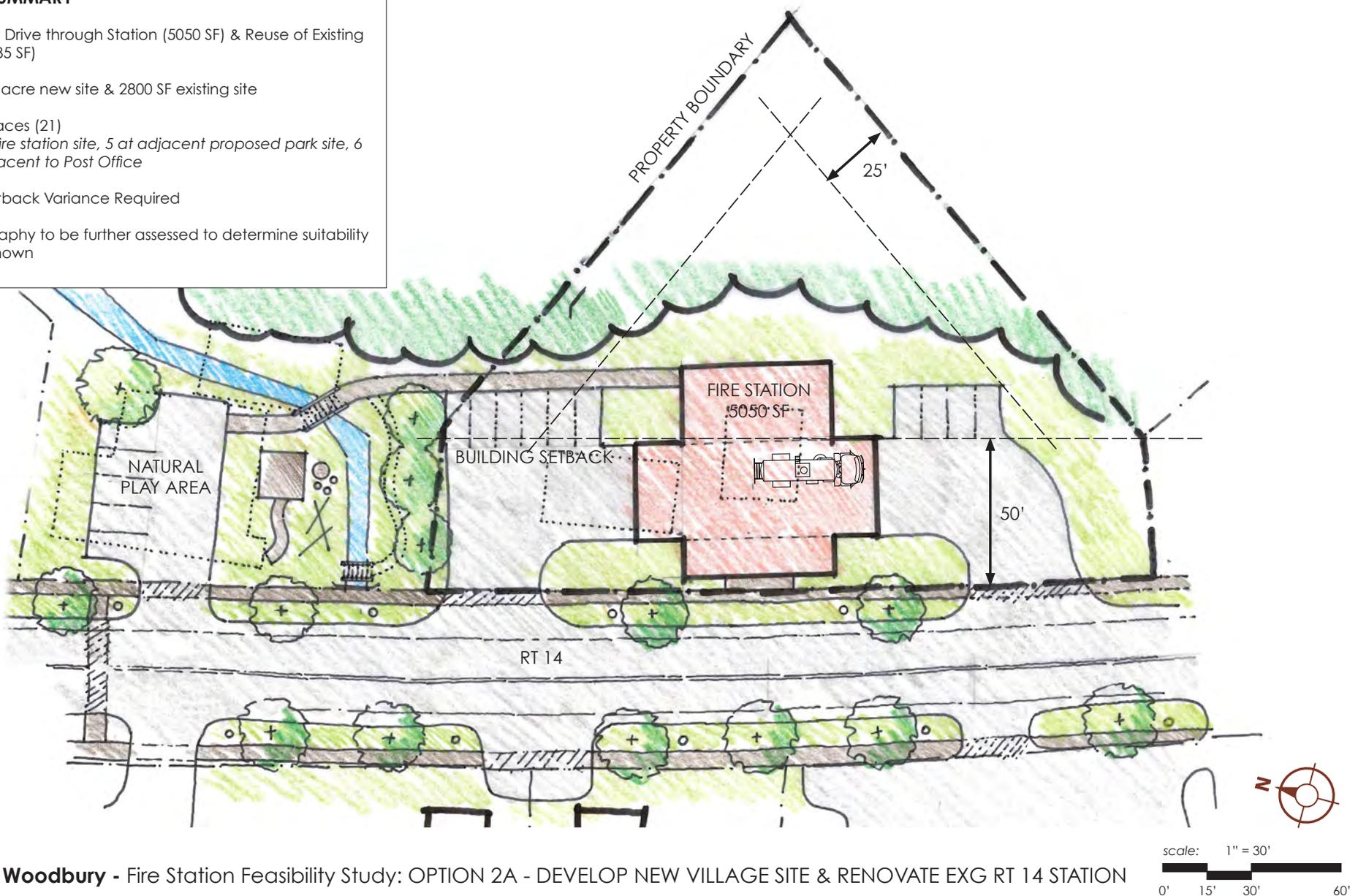
Single Story Drive through Station (5050 SF) & Reuse of Existing Station (1985 SF)

Approx .64 acre new site & 2800 SF existing site

Parking Spaces (21)  
10 at new fire station site, 5 at adjacent proposed park site, 6 shared adjacent to Post Office

Building Setback Variance Required

Site topography to be further assessed to determine suitability of layout shown



Village of Woodbury - Fire Station Feasibility Study: OPTION 2A - DEVELOP NEW VILLAGE SITE & RENOVATE EXG RT 14 STATION

**FIRE STATION FEASIBILITY STUDY: NEW VILLAGE SITE & RENOVATE EXG. STATION - OPTION 2B**

**DESIGN SUMMARY**

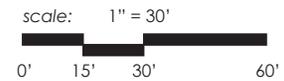
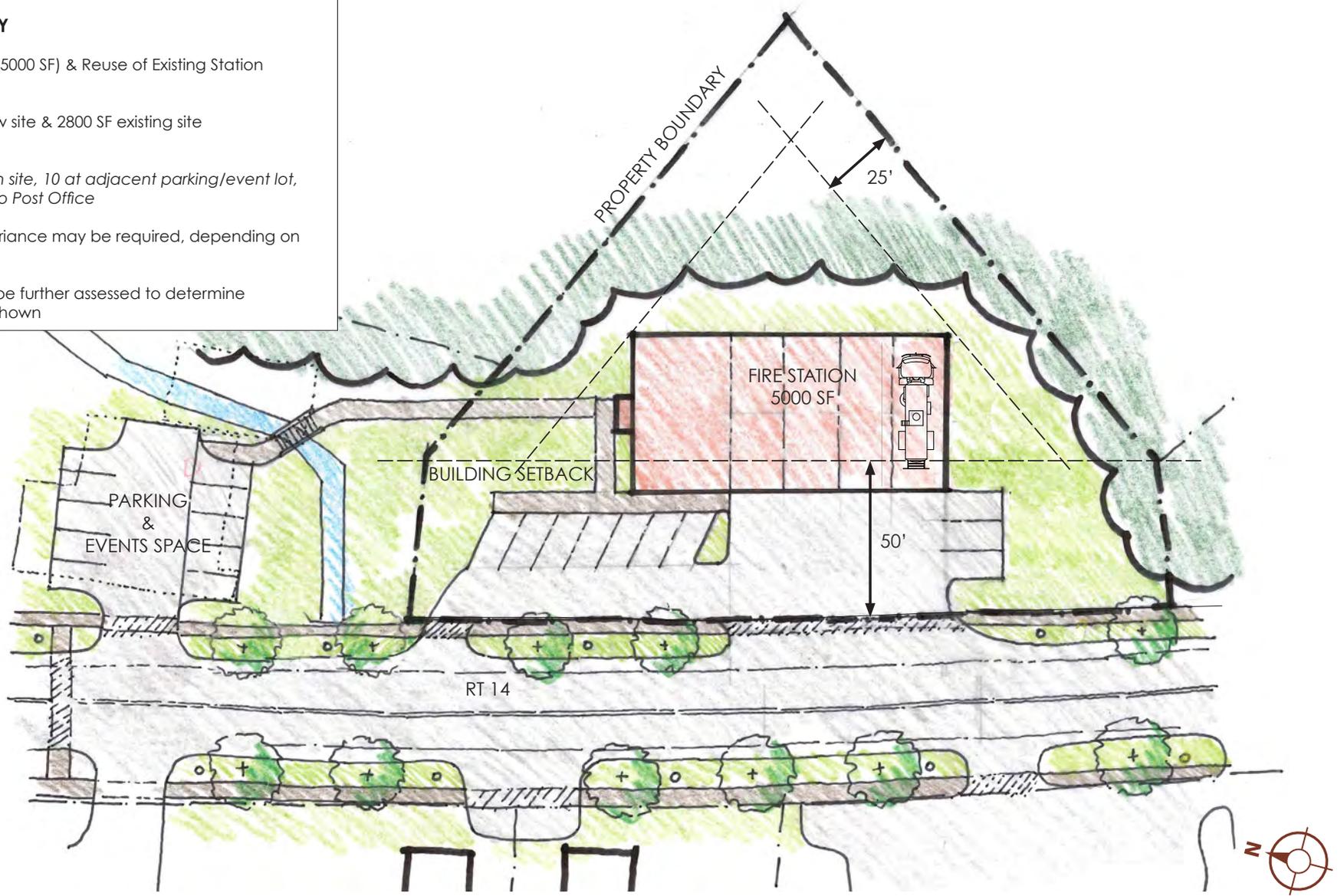
Single Story Station (5000 SF) & Reuse of Existing Station (1985 SF)

Approx .64 acre new site & 2800 SF existing site

Parking Spaces (26)  
 10 at new fire station site, 10 at adjacent parking/event lot, 6 shared adjacent to Post Office

Building Setback Variance may be required, depending on site topography

Site topography to be further assessed to determine suitability of layout shown



**Village of Woodbury - Fire Station Feasibility Study: OPTION 2B - DEVELOP NEW VILLAGE SITE & RENOVATE EXG RT 14 STATION**

## APPENDIX 6

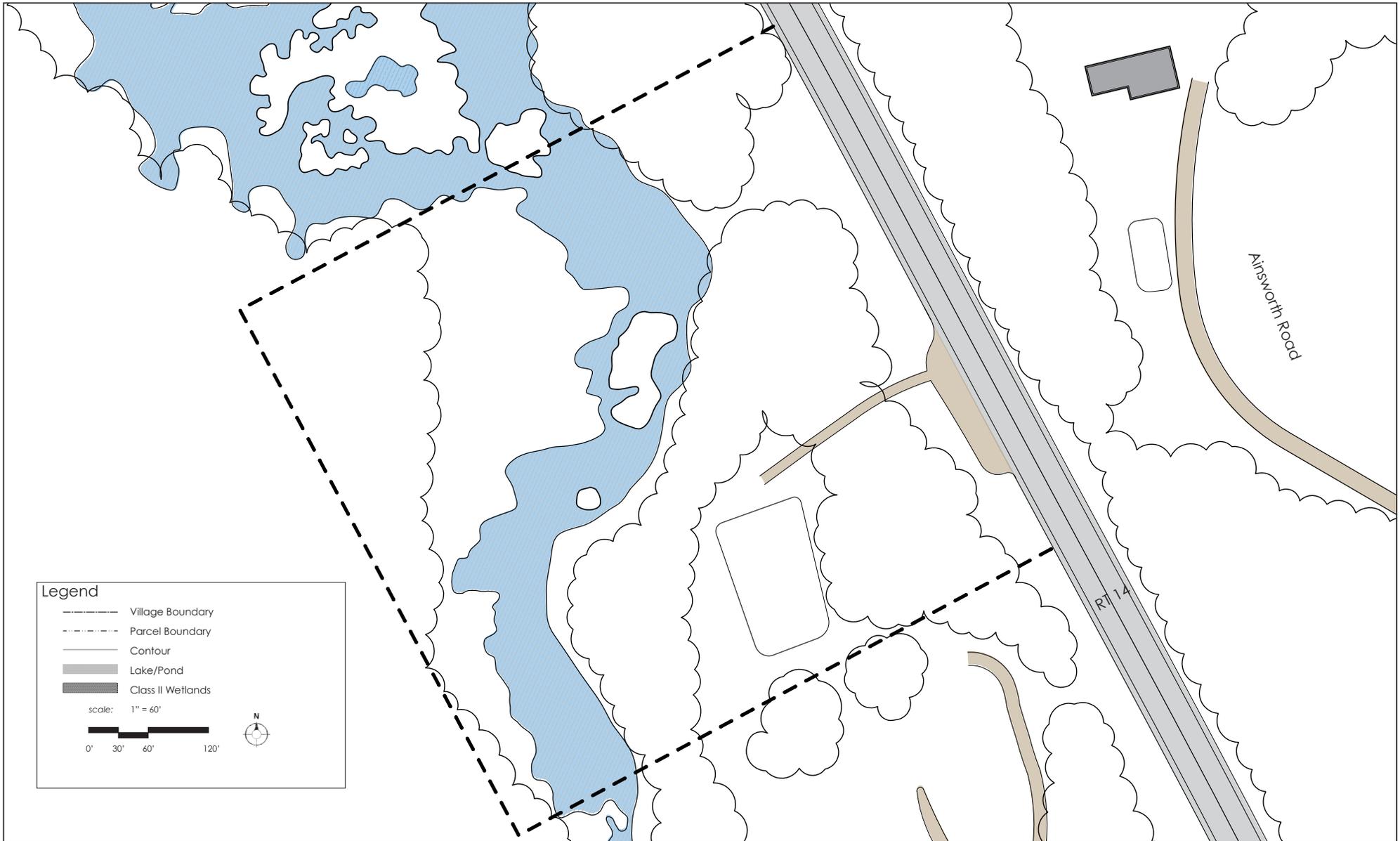
### FIRE STATION FEASIBILITY STUDY: NEW VILLAGE SITE & RENOVATE EXG. STATION - OPTION 2

#### Woodbury Fire Station Feasibility Matrix

##### OPTION 2: DEVELOP NEW VILLAGE SITE AND RENOVATE RT 14 FIRE STATION FOR MEETINGS (7035 SF)

KEY EVALUATION CRITERIA	ADVANTAGES	DISADVANTAGES
<b>Vehicular Circulation &amp; Public Safety</b>	<ul style="list-style-type: none"> <li>•Allows for clearly delineated parking for Village store &amp; Town Hall.</li> <li>•New layout significantly reduced vehicular and pedestrian conflicts.</li> <li>•Improved site lines for emergency vehicles.</li> </ul>	<ul style="list-style-type: none"> <li>•Potential conflicts with vehicles entering Town Hall/ Village Store parking area, and pedestrians at cross walks along RT 14 still exist.</li> </ul>
<b>Parking Requirements (20 spaces)</b>	<ul style="list-style-type: none"> <li>•Sufficient parking available between new site parking, potential adjacent site parking, and shared Post Office parking.</li> </ul>	<ul style="list-style-type: none"> <li>•Fire Station parking divided between three sites.</li> </ul>
<b>Building Functionality (7035 SF)</b>  <i>1985 SF (single story) RT 14 Fire Station</i> <i>5050 SF (single story) Valley Lake Rd Bldg.</i>	<ul style="list-style-type: none"> <li>•SF requirements met.</li> <li>•Emergency fleet/equipment and supplemental space accommodated.</li> <li>•Potential drive through stall layout significantly improves functionality.</li> </ul>	<ul style="list-style-type: none"> <li>•Use is split between two buildings</li> </ul>
<b>Utilities &amp; Infrastructure</b>		
<b>On-site water well &amp; waste water disposal</b>	<ul style="list-style-type: none"> <li>•Use existing well and septic for RT 14 station.</li> </ul>	<ul style="list-style-type: none"> <li>•Potentially insufficient space for septic at new site (use holding tank and have it pumped)</li> </ul>
<b>On-site 20,000 gallon water storage tank</b>	<ul style="list-style-type: none"> <li>•Potential for accommodating this under parking. To be confirmed.</li> </ul>	
<b>On-site backup generator</b>	<ul style="list-style-type: none"> <li>•Use of existing generator for existing RT 14 site.</li> </ul>	<ul style="list-style-type: none"> <li>•Requires new generator for the new station.</li> </ul>
<b>Proximity to Village Center</b>	<ul style="list-style-type: none"> <li>•Remaining within the Village contributes to sense of village center identity.</li> <li>•New Fire Station site contributes to the streetscape character of the village center.</li> </ul>	<ul style="list-style-type: none"> <li>•Greater circulation conflicts with public during emergency responses relative to site outside of Village.</li> </ul>
<b>Flood Risk /Drainage</b>	<ul style="list-style-type: none"> <li>•New Fire Station site is outside of flood zone.</li> </ul>	<ul style="list-style-type: none"> <li>•Existing Fire Station site is within a Class II wetland, and is subject to flooding.</li> </ul>
<b>Economic Feasibility</b>	<ul style="list-style-type: none"> <li>•Valley Lake Rd building is freed up for other use to potentially enhance village economic viability.</li> </ul>	<ul style="list-style-type: none"> <li>•Land cost \$85,000.</li> </ul>
<b>Permitting Requirements</b>		<ul style="list-style-type: none"> <li>•Given site constraints, building setback variance will most likely be required.</li> </ul>

**FIRE STATION FEASIBILITY STUDY: NEW SITE NORTH OF VILLAGE - OPTION 3**



**Village of Woodbury - Fire Station Feasibility Study: OPTION 3 - DEVELOP NEW SITE NORTH OF THE VILLAGE**

Existing Conditions Base Map

Date | 7.2.2015

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**APPENDIX 6**

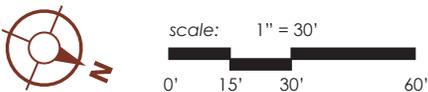
**FIRE STATION FEASIBILITY STUDY: NEW SITE NORTH OF VILLAGE - OPTION 3**



**DESIGN SUMMARY**

- Single story station with walk out basement (7500 SF)
- Approx 3 acre new site
- Parking Spaces (21)
- Site currently within VSWI Class II wetland, delineation to be surveyed on-site.
- Site topography to be further assessed to determine suitability of layout shown.

**Village of Woodbury - Fire Station Feasibility Study: OPTION 3 - DEVELOP NEW SITE NORTH OF THE VILLAGE**



FIRE STATION FEASIBILITY STUDY: NEW SITE NORTH OF VILLAGE - OPTION 3

**Woodbury Fire Station Feasibility Matrix**

**OPTION 1: RENOVATE EXISTING FIRE STATION SITES: Rt 14 STATION & VALLEY LAKE RD BUILDING (3922 SF)**

KEY EVALUATION CRITERIA	ADVANTAGES	DISADVANTAGES
<b>Vehicular Circulation &amp; Public Safety</b>		<ul style="list-style-type: none"> <li>•Conflicts between public vehicular and pedestrian circulation, &amp; emergency vehicles.</li> <li>•Poorly defined circulation. Significant spatial constraints limits improvements.</li> </ul>
<b>Parking Requirements (20 spaces)</b>	<ul style="list-style-type: none"> <li>•Proposed parking lot across from RT 14 Fire Station at the former Woodbury Country Store site (10 spaces)</li> </ul>	<ul style="list-style-type: none"> <li>•On-site parking at RT 14 site and Valley Lake Rd site insufficient.</li> <li>•Due to significant spatial constraints, parking expansion not possible at either site.</li> <li>•Existing parking at RT 14 is shared with Post Office (6-8 spaces)</li> </ul>
<b>Building Functionality (3922 SF max)</b>  1985 SF (single story) RT 14 Fire Station 1937 SF (single story) Valley Lake Rd Bldg.		<ul style="list-style-type: none"> <li>•Insufficient space. Minimum requested 6,000 SF.</li> <li>•Expansion of RT 14 site from 1985 SF to max 2800 SF (single story) would eliminate on-site parking. Expansion limited by parcel site and surrounding development.</li> <li>•RT 14 station "too narrow and ceiling too low." Addition of second story would not resolve this.</li> <li>•Footprint expansion or redevelopment of Valley Lake Rd facility for emergency fleet not possible due to parcel size/site constraints</li> </ul>
<b>Utilities &amp; Infrastructure</b>		
<i>On-site water well &amp; waste water disposal</i>	<ul style="list-style-type: none"> <li>•Use existing shared well &amp; septic.</li> </ul>	
<i>On-site 20,000 gallon water storage tank</i>	<ul style="list-style-type: none"> <li>•Potential for accommodating this under parking. To be confirmed.</li> </ul>	
<i>On-site backup generator</i>	<ul style="list-style-type: none"> <li>•Use existing generator</li> </ul>	
<b>Proximity to Village Center</b>	<ul style="list-style-type: none"> <li>•Remaining within the Village contributes to sense of village center identity.</li> </ul>	<ul style="list-style-type: none"> <li>•Greater circulation conflicts with public during emergency responses</li> </ul>
<b>Flood Risk /Drainage</b>		<ul style="list-style-type: none"> <li>•Existing Fire Station site is within a Class II wetland, and is subject to flooding.</li> </ul>
<b>Economic Feasibility</b>	<ul style="list-style-type: none"> <li>•Potentially the most cost effective option.</li> </ul>	<ul style="list-style-type: none"> <li>•Long term compromised functionality and limits any future expansion needs.</li> </ul>
<b>Permitting Requirements</b>		<ul style="list-style-type: none"> <li>•Existing conditions. Potential less permitting requirements/complications</li> </ul>

**APPENDIX 7**

PROPOSED CONCEPTUAL WOODBURY SIGN DESIGN



