

DATE: June 10, 2022  
FROM: Cathleen Gent  
TO: Richmond Transportation Committee  
RE: Packet for June 14 Meeting

As a reminder, our regular meeting takes place next Tuesday at 5:30 PM. This is a zoom-only meeting.

Several items under this agenda were taken up by the Selectboard on June 6<sup>th</sup>. Should you be interested in the full exchange and discussion, here is a link to the Selectboard minutes - <http://www.richmondvt.gov/wp-content/uploads/2022/01/Minutes-Selectboard-Meeting-of-6-6-222.pdf> - regarding the presentation of the UPWP FY22 sidewalk scoping report, the VTrans Bike/Ped application, and an update regarding the Route 2 paving project. *See below for the Selectboard action for these specific items.*

Revisions to Agenda -- Meeting Agenda – June 14 - *Attached*

Minutes from May 24 Meeting – *Attached*

#### UPWP FY22 Project Updates

##### a. Sidewalk Scoping

- Final report Presentation To Selectboard – *Final Report Provided Separately*  
Erik Alling (DuBois and King) and Jason Charest (CCRPC) presented the report, with Ravi answering questions. Allen Knowles and I were also in attendance. The Selectboard endorsed the recommendations by the Project Advisory Committee and the recommendations for alternatives from the Transportation Committee for the Bridge Street and Jericho Road portions of the Richmond Sidewalks Scoping Report.
- Discussion: Huntington Road Segment  
The Selectboard did NOT approve or endorse the Huntington Road segment of the project due to concerns raised to Ravi ahead of the Selectboard meeting by Ashley and Erin Farr. The following is the email sent to Ravi and Selectboard Chair June Heston on June 6<sup>th</sup>:  
*Hi Ravi and June,  
I spoke with Ashley, and we are not happy.*

*To refresh your memory Ravi/fill you in June, we attended a meeting on St Patrick's day to go over the proposed sidewalks which we went into very open minded and left the meeting assured that we would be involved in follow up meetings. I (Erin) was in Ravi's office in mid April and Ravi told me it was unlikely that the Huntington Road section was going to continue to be explored at this time due to cost. When I followed up today to see if we should attend tonight's meeting Ravi told me that yes the project is going to be proposed AND we were left out of the conversations had by the transportation committee resulting in a proposal that now excludes the sidewalk version that we thought made the most sense for the Huntington Road section.*

*This doesn't feel seem like an honest mistake, this seems like people have pushed their agenda without any regard to the people it impacts. Which is both insulting and infuriating.*

*We will be attending the meeting this evening to discuss the sidewalks AND THE LACK OF COMMUNICATION.*

*Ashley & Erin Farr*

During the Selectboard meeting, both Ashley and Erin recapped their thoughts and concerns and the consultant team suggested that the topic of the Huntington Road segment be taken up again at a Transportation Committee meeting, which is scheduled for our June 14<sup>th</sup> meeting. Jason Charest is scheduled to attend our meeting. The consultants agree there may have been some mis-understandings stemming from the March 17<sup>th</sup> meeting, and next week's meeting is an opportunity to discuss and move forward with the Huntington Road section.

- b. Phase 2: Ped & Bicycle Master Plan – South End – Public Meeting Prep  
Ravi will provide a brief update about this status of planning for the June 28 public meeting preparation. Please note that June 28<sup>th</sup> conflicts with our regular Transportation Committee meeting date. Toward the end of the meeting, we will decide whether to and when to schedule a special meeting date for our second June meeting.

#### UPWP FY23 Projects

Eleni Churchill from CCRPC is scheduled to be present for this discussion. (Bryan Davis may also be coming.)

- a. Gateway Scoping – *Original Application attached*  
We will briefly review the scope as laid out in the original grant application and discuss the project direction.
- b. Official Map – Phase 1 – *Original Application attached*  
We will briefly review the scope as laid out in original grant application. Because this project is not scheduled to begin until January 2023, discussion will be limited.
- c. New Project: Route 2 Targeted Scoping Project – *Draft application materials attached*  
Ravi and CCRPC staff have prepared a draft application for our review. Also, Ravi provided a link to the engineering plans VTrans gave us in January: [2d3 z10c254 Final Plans.pdf \(dropbox.com\)](#) (the file is huge and it takes a minute to load). These plans depict the pinch points.

#### Organizational Meeting – No attachments, see links below

- a. Election of Officers – Chair, vice-chair and clerk will be elected
- b. Set Meeting Schedule – Currently, our meeting schedule is the second and fourth Tuesdays starting at 5:30 PM. At Tuesday's meeting, we will either confirm the current schedule or vote to change that.
- c. Town and State Procedures for Committees  
All committee members are required to follow the town's code of ethics policy and sign a statement indicating receipt. This policy covers all manner of items, including conflict of interest, incompatibilities in offices, enforcement, etc. Here is the link:  
<http://www.richmondvt.gov/wp-content/uploads/2014/03/Code-of-Ethics-Policy-2019.pdf>

There are two primary state laws that govern our committee's work as well:

1. Vermont Open Meeting Law – See this informative piece from the Secretary of State's Office –  
<https://outside.vermont.gov/dept/sos/Municipal%20Division/a-guide-to-open-meetings-january-2019.pdf>
2. Vermont Public Records Law – While this law largely pertains to local and state government public records, it does apply to any communications that might take place among committee members or with staff/committee members.  
<https://legislature.vermont.gov/statutes/section/01/005/00316>

#### AARP Walkability Audit Tool – No attachment

- b. General Update – The scheduled audit sessions have been completed and reports are in the middle of being prepared by audit leads (Jon Kart, Allen Knowles, and myself)
- c. Bridge Street and Railroad Street Sidewalk – When Road Foreman Peter Gosselin met with the Transportation Committee last month, he encouraged members to look at the intersection where the proposed sidewalk is shown in pink on the ground. One walkability audit group had some concerns about the sidewalk vis-à-vis people who are walking straight ahead (without turning onto Railroad Street). It may be helpful if members could visit that intersection before the discussion during Tuesday’s meeting.

#### Grants

- a. Selectboard Action RE: VTrans Bike and Ped Grant Application – During the June 6<sup>th</sup> meeting, the Selectboard approved the submission of the application for the new Bridge Street sidewalk between Big Spruce restaurant to the properties across from Esplanade. Here is the link to the application materials for the Richmond Bridge Street East Sidewalk project: <https://www.dropbox.com/scl/fo/tcbdnnoxayrc5ybh2zglq/h?dl=0&rlkey=rptknh9iuw88f8ez9152ii6h7>

#### Old and New Business

- a. June 28 Meeting Date and Agenda Items – we will decide whether/when to schedule a special meeting instead of our June 28<sup>th</sup> meeting date, due to a schedule conflict. Agenda items will also be discussed. Committee work plan/calendar and staff support are proposed as agenda items.

7:00 PM

Adjourn

# Richmond Transportation Committee

Tuesday, June 14, 2022 @ 5:30 PM

Online via Zoom

PLEASE NOTE: In accordance with Act 78, this meeting will be held online and conference call via Zoom only. You do not need a computer to attend this meeting. You may use the "Join By Phone" number to call from a cell phone or landline. When prompted, enter the meeting information provided below to join by phone.

For additional information about this meeting, please contact Ravi Venkataraman at 802-434-2430 or at [rvenkataraman@richmondvt.gov](mailto:rvenkataraman@richmondvt.gov).

Join Zoom Meeting: <https://us02web.zoom.us/j/86366345196?pwd=a3c3UUUVIVWFLN29IR2Naa0Ry-dktZdz09>

Meeting ID: 863 6634 5196

Passcode: 294023

Join by Phone: 929 205 6099

## AGENDA

- 5:30 PM Revisions to Agenda
- 5:33 PM Approve Minutes from May 24 meeting
- 5:35 PM UPWP FY22 Project Updates
  - a. Sidewalks Scoping
    - o Final Report Presentation to Selectboard
    - o Discussion: Huntington Road Segment
  - b. Phase 2: Ped & Bicycle Master Plan – South End – Public Meeting Prep
- 5:55 PM UPWP FY23 Projects
  - a. Gateway Scoping
  - b. Official Map – Phase 1
  - c. New Project: Route 2 Targeted Scoping Study
- 6:20 PM Organizational Meeting
  - a. Election of Officers
  - b. Set Meeting Schedule
  - c. Town and State Procedures for Committees
- 6:40 PM AARP Walkability Audit Status Report
  - a. General Update
  - b. Bridge Street and Railroad Street Intersection Sidewalk
- 6:50 PM Grants
  - a. Selectboard Action RE: VTrans Bike and Ped Grant Application
- 7:55 PM Old and New Business
  - a. June 28 Meeting Date and agenda items
- 7:00 PM Adjourn

# Richmond Transportation Committee

Meeting Minutes – May 24, 2022

All participants attended the meeting remotely.

Committee members present: Cathleen Gent (chair), Chris Cole (vice-chair), Jon Kart, Allen Knowles, Cameron Wong

Others present: Ravi Venkataraman (Town Planner), Eleni Churchill (CCRPC), Bryan Davis (CCRPC), Jason Charest (CCRPC)

A quorum was reached and the chair convened the meeting at 5:31 PM.

**1. Revisions to Agenda:** None.

**2. Welcome new/re-appointed members:** The committee welcomed new member Cameron Wong and re-appointed members Jon Kart and Allen Knowles, all of whom were appointed by the Selectboard. Gent thanked outgoing member Mark Damico for his many contributions and dedication during his time on the committee. Approved by acclamation. Gent briefly reviewed how the committee operates within the open meeting law. This will be discussed during the organizational meeting, scheduled for the next meeting.

**3. Meeting Minutes:** *May 10, 2022 minutes were moved by Kart, seconded by Knowles. The minutes were approved unanimously.*

## **4. Route 2 Repaving/FY23 UPWP Grant Project Amendment and GMT Work Plan**

Churchill announced that the two FY23 UPWP grants for Richmond projects have been approved by the CCRPC Board. Those two projects include the Richmond Gateway Scoping Study and the Official Map, Phase 1. Churchill described the Gateway scoping study, which is to review a scoping study completed in 2014, choose alternatives from the study that appear to remain viable, and explore potential other alternatives, including bringing ped/pike facilities to River View Commons mobile home park. The official map project will focus on gathering data during phase 1. Cole recapped a meeting with VTrans and with town staff and Selectboard members, and a Selectboard meeting discussion during the May 16 meeting. He pointed out the two major issues within the Route 2 repaving project are town stormwater pipe alignment and pinch points on West Main Street to the Exit 11 park and ride. Road Foreman Peter Gosselin met with VTrans to ensure the stormwater connections are suitable. The pinch points are not yet addressed. Cole said that Gosselin has proposed that paving for the section between the edge of the village on West Main and Exit 11 be postponed until the pinch points are adequately expanded within VTrans' repaving specs. A meeting will take place later this week to discuss this option. CCRPC staff and Transportation Committee members discussed whether to tie the new project addressing the on-road pinch points into the FY23 UPWP Gateway Scoping Project or to keep them separate. Cole suggested that it is better to have two separate projects because people want off-alignment access to the park and ride and the Town wants wide shoulders on Route 2, which is designated by VTrans as a priority corridor for non-vehicular access. Churchill said there are funds to apply for another UPWP grant specifically to examine and find solutions for the pinch points along Route 2.

Cole said that both short- and long-term solutions are needed. There was discussion about a shuttle between the village and the park and ride. Churchill said Green Mountain Transit advised that would not be viable as a fixed route, perhaps as a demand-response route. That would be expensive, and would not be a short-term solution. There was discussion about micro-transit pilots. Wong asked if a report is available for the Montpelier micro-transit pilot. Churchill and Davis will provide any reports to Venkataraman for distribution to the committee. Churchill said it is possible Richmond could be added. Cole suggested a program with three towns to our north (Jericho, Underhill, and Cambridge) to reach sufficient scale might be feasible. Venkataraman said that it may be worthwhile to take a deeper dive into ped/bike challenges at exit 11. Cole suggested one short-term solution could be to do what was done in Essex, where GMT purchased a small non-CDL bus and Essex runs and operates the bus.

Churchill explained the VPSP2 prioritization process used by VTrans. Whatever funding is used for planning, there will need to be a scoping study for the pinch points, and the process goes through VPSP2. *Motion by Cole,*

seconded by Kart, to support a new application for a scoping project on US Route 2 to address the deficient shoulders between West Main and Exit 11. Voting: Unanimous in favor. Churchill said the next step is for CCRPC to work with Venkataraman to write a scope and prepare a budget and bring that back to the Richmond Transportation Committee. Once the proposal is ready, it will be prepared for the Selectboard to discuss the application and needed local match. Churchill added this project will be done via UPWP FY23.

There was a brief discussion about the FY23 UPWP Gateway Scoping Study. That topic will be discussed again at the next meeting, including how to look more deeply at options for the Exit 11 area.

#### **5. VTrans Bide/Ped Application**

Gent noted that the Transportation Committee approved a motion at the last meeting to recommend to the Selectboard that they approve the application and match for the VTrans Bike/Ped application, which is due June 8<sup>th</sup>. Venkataraman, Kart and Knowles have worked on the application and Venkataraman said the application is ready for final review. Cole deferred to Davis from CCRPC to do a final review. Davis will also write a letter of support from CCRPC. Venkataraman will present this application for approval by the Selectboard on June 6 and encouraged members of the committee to attend that meeting.

#### **6. AARP Walkability Tool Audit**

Kart and Knowles have led two sessions, and a number more are scheduled. More audits are scheduled. Gent will send out that schedule.

#### **7. FY22 UPWP Projects Update**

a. Sidewalks Scoping – The Transportation Committee took up the question as to whether to recommend any alternatives for two of the three projects in the scoping study. Gent noted that the committee has already made its recommendation for the alternative for the proposed sidewalk on the east side of Bridge Street. The committee first discussed the Jericho Road project. Knowles said he and a resident from Valley View walked that stretch of road and Knowles has asked whether Stantec (the consultants) actually went in person to inspect the slopes, which seem to be quite steep and may require a retaining wall. Charest said that the consultants did do site visits and pointed out the sidewalk is two feet below the road grade. He added that the work was based on lidar data, not a formal survey. More discussion followed. *Motion made by Kart, seconded by Knowles that the Transportation Committee supports a recommendation to the Selectboard for a preferred alternative with the box rail, where the project allows for a five-foot path and a green strip where feasible. Voting: 4 in favor (Gent, Cole, Kart, Knowles) and one abstention (Wong).*

The Committee then reviewed the project between the Farr Complex and Johnnie Brook trail on Huntington Road. Kart brought up the potential for moving the house. Other committee members said not enough information is known about that option. Discussion also included reducing standard width of path, placing the path on the south side, etc. *Motion by Knowles, seconded by Kart, to recommend to the Selectboard Alternative 1, including the drawings. Voting: 4 in favor (Gent, Cole, Kart, Knowles) and one abstention (Wong).*

Charest said the final report for the Selectboard will be modified to reflect comments made by committee members and to incorporate the three recommendations made by the Transportation Committee. The report will be presented to the Selectboard on June 6.

b. Phase 2 – Pedestrian and Bicycle Master Plan – Venkataraman and Kart said that project is moving forward smoothly. Venkataraman said a public meeting is scheduled for June 28. He will send public announcements during the week of June 6.

**8. Grants** – Churchill and Venkataraman explained the federal RAISE Grant Program. At this time, Richmond does not have any applications suitable for that program.

**9. Old and New Business** – The agenda for the June 14 meeting was discussed.

**10. Adjourn** – At 7:19 PM, motion to adjourn by Kart, seconded by Knowles. Approved unanimously.

-Minutes taken by Cathleen Gent



**CHITTENDEN COUNTY RPC**  
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## **PROJECT APPLICATION FORM**

### **FY2023 Unified Planning Work Program**

**Deadline for receipt of completed submissions is Friday, January 21, 2022. Please email completed forms in Word format to [mdistel@ccrpcvt.org](mailto:mdistel@ccrpcvt.org).** All forms are available on the CCRPC website: <http://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finances/>.

#### **1. GENERAL INFORMATION**

**Submitted by:** Ravi Venkataraman, Town Planner  
**Municipality/Agency/Organization:** Town of Richmond  
**Telephone:** 802-434-2430  
**Email:** [rvenkataraman@richmondvt.gov](mailto:rvenkataraman@richmondvt.gov)

#### **2. PROJECT INFORMATION**

##### **a. Project Title: Richmond Gateway Scoping Study**

##### **b. Project Location** (name of roadway, intersection, geographic area, etc.):

Richmond's western Gateway includes U.S. Route 2 from the Bridge Street/Jericho Road intersection west past the Park and Ride to VT 117, then northwest to Governor Peck Rd and Riverview Commons. Also, the area between the Richmond elementary and middle schools campus and the Willis Farm area. See attached map.

##### **c. Project Description** (100 words max):

*Please state whether this is a multi-year effort and identify each phase, and for which phase this application is requesting funding.*

This one-year project investigates possible bicycle and pedestrian connections between Richmond Village center, elementary/middle school campus, Riverview Commons mobile home park and the exit 11 Park and Ride. It will update the "2014 Route 2 Bicycle and Pedestrian Scoping Report" while incorporating recommendations from the June 2021 "Town of Richmond Bike, Walk, and Trails Plan, Phase 1." This is part of a multi-year Town effort to improve infrastructure (water, sewer, highways, and safe alternatives for bicycles and pedestrians) within the western gateway area, and to support areas already developed as well as those planned for growth by expanding bike and pedestrian infrastructure and improving transit access.

**d. Budget, Scope of Work & Project Schedule:**

Please describe the tasks and anticipated schedule to complete the project. If you are able to estimate the budget for each task, please include that information. CCRPC staff are available to assist you.

<b>Task (add rows if needed)</b>	<b>Month/Year</b>	<b>Task Budget (if known)</b>
<b>Retain Consultant</b>	August 2022	
Kickoff meeting and initial local concerns meeting for public input on community needs and guidance on options	October 2022	
Research, and Analysis – Study of existing conditions, past reports, and community needs; analysis; and preparation of preliminary alternatives	November 2022 – February 2023	
Presentation of alternatives to the public – for community input and feedback	February 2023	
Distribution of online tools to the public to provide input on alternatives	February 2023	
Refinement and finalization of deliverables	March – April 2023	
Presentation of alternatives to the public and to the Richmond Selectboard	May 2023 – June 2023	

Will you accept a partial award? (Yes/No)	Yes
Is Request for CCRPC Staff Assistance Only? (Yes/No)	No

**For Transportation and Transportation-related Land Use/Water Quality Project Requests:**

Total Project Cost (100%)	\$25,000
Local Match Required (20% of Total Cost)	\$5,000

Contact us so we can help determine the appropriate hours/cost and potential match requirement.

**e. Expected Deliverables:**

The project will deliver a report that includes a technical scoping study for the majority of the project scope area and a planning study for the intersections of Route 2, the Park and Ride, I-89 and VT Route 117. The report will include a summary of the scoping process, conceptual designs, conclusions on preferred alternatives, and cost estimates for all alternatives for the bulk of the project area.

**f. Other Project Participants:**

Richmond Transportation Committee, Richmond Selectboard, Richmond Trails Committee, Local Motion, Richmond Climate Action Committee, United Way, CCRPC, VTrans

**g. Project Match Requirement:**

If matching funds are required, municipalities should attach a letter of support from your governing body to document the availability of the local match and commitment of staff time.



Attached is a letter from Richmond Town Manager Josh Arneson confirming that the Richmond Selectboard has approved the application for this project and the allocation of \$5,000 for this scoping study.

**h. Public Meeting Requirement:**

All municipal applications (local or regional), including match amounts, must be presented to and approved by the governing body at a warned public meeting by the end of March 2022.

The Richmond Selectboard approved the project match amount of \$5,000 during their December 20, 2021 meeting.

**3. BENEFITS TO REGIONAL AND LOCAL PLANNING (please keep your responses brief)**

**a. Identify at least one of the CCRPC's top 10 actions or 8 ECOS strategies that this project will primarily address** ([http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary\\_20180807\\_FINAL.pdf](http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary_20180807_FINAL.pdf)).

This project addresses the following ECOS strategies:

- Improve and strengthen the economic systems of our region to increase opportunities for Vermont employers and employees.
- Ensure that the projects and actions in all ECOS strategies assess equity impacts, and that the design and development of programs are inclusive of all and engage underrepresented populations.

This project aligns with the following CCRPC actions:

- Support and inform municipalities on setting the stage for smart, multi-modal development in our areas planned for growth, and protection of our rural planning area, through plan and bylaw assistance, participation in the Act 250 Next 50 Years Committee, brownfields assessments, etc.
- Invest in our transportation system by maintaining our existing transportation system, addressing safety and localized congestion issues on our roadways and investing in Intelligent Transportation Systems to facilitate traffic flows on our arterials and minimize the need for major roadway expansion projects; and supporting our areas planned for growth by expanding bike and pedestrian infrastructure, improving transit services, investing in and supporting Transportation Demand Management partners and programs such as Green Mountain Transit, Chittenden Area Transportation Management Association, CarShare, Local Motion and NeighborRides.
- Assist and inform municipalities on enhanced energy planning for the heating, electricity and transportation sectors including a shift away from gas/diesel vehicles to electric or other non-fossil fuel transportation options.

**b. Demonstrate where this project is identified in a local plan, or how it addresses an existing, documented need. Or, is this a newly identified project for which there is a sense of urgency?**

The Transportation section of the 2018 Richmond Town Plan states this goal: "Maintain a 'Complete Streets' policy that encourages multi-modal transportation options such as walking and biking in addition to vehicle traffic." Under this goal, the following action items relevant to the Gateway Scoping

Study project include:

- Support the construction of sidewalks and bike paths or line striping for cyclists on State and Town road projects. Consider making wider shoulders on Town roads, especially Cochran, Huntington, and Hinesburg Roads. Work with VTrans to prioritize rebuilding Route 2 (Main Street) including sidewalks and bicycle/pedestrian accommodation.
- Support interconnectivity of trails and connectivity of trails with destinations such as the market or park and ride to provide non-motorized means of travel.
- Consider handicap accessibility when making decisions about location of paths, parking, crosswalks, and transit routes.

**c. For transportation and land use projects, how will the project benefit the following:**

- **The safe, efficient operation of the transportation system?**

This project will improve multimodal transportation flow through one of the most trafficked thoroughfares in town. Currently, the roadway does not accommodate bicycle and pedestrian traffic separate from the vehicle travel lane; bicycles and pedestrians share the travel lanes when using the road. This project would improve road safety for pedestrians and bicyclists of all ages and abilities, and help connect village and Riverview Commons mobile home park residents to the town's sole transit stop at the Richmond Park and Ride

- **Regional and/or local economic development?**

The Gateway Scoping Study will help connect drivers, bicyclists and pedestrians to and within Richmond's western Gateway area. This, in return, coincides with the Town's efforts to upzone the Gateway Commercial Zoning District and facilitate the development of walkable and connected neighborhoods

- **Multimodal travel options, connections, and/or reduce travel delays for people and goods?**

This project will help create safer multimodal travel options by investigating alternatives for bicycle and pedestrian connections between Richmond Village and the Exit 11 Park and Ride as well as Riverview Commons mobile home park. In addition, this project will help improve multimodal traffic flow by studying methods to improve the Exit 11 intersection.

- **Increase the livability of local communities?**

This project will improve the safety of bicycle and pedestrian connections between Richmond Village, the Riverview Commons mobile home park, and the Park and Ride. This will open up economic opportunities for town residents by increasing bicycle, pedestrian, and transit mobility options within town and to other parts of Vermont.

- **Complement other local/regional activities or initiatives?**

This project directly complements the Richmond Planning Commission's current work to increase housing density within the Gateway Commercial Zoning District and the Town's efforts to extend

sewer service to properties along Route 2 between Exit 11 and Richmond Village. Also, the project coincides the work of the Richmond Trails Committee by improving connections to existing trails, and the Richmond Climate Action Committee in their efforts to reduce motor vehicle use.

**d. For other planning projects, please describe how the project benefits the local community.**

N/A

**e. Consider the equity impacts and public engagement needs of your project:**

**• What historically excluded and/or underserved populations are in the project study area?**

The Riverview Commons mobile home park community has been historically excluded and underserved. Data from Mount Mansfield Union Unified School District (MMUUSD) shows that the number of students in the free and reduced lunch program and enrolled in 3Squares is twice the rate for the entire town. Data from MMUUSD also shows that a higher percentage of students within this community are in an individualized education program compared to the entire town. In addition, Riverview Commons mobile home park community members have not been represented on local boards and committees.

**• What are the potential equity impacts of this project on historically excluded and/or underserved populations? Does this project have the potential to create, ignore or worsen existing equity gaps or produce other unintended consequences? If yes, how?**

This project will benefit residents of the Riverview Commons mobile home park, a locally historically excluded and underserved community.

**• Describe ways disparities for disadvantaged communities will be improved through this project.**

This project intends to ameliorate disparities for disadvantaged communities by improving transportation connections between the center of town, the transit stop at the Park and Ride, and the Riverview Commons mobile home park—a historically underserved community. The project aims to expand mobility options, thereby increasing economic opportunities, for Riverview Commons mobile home park residents.

**• What public outreach and engagement tools will you use to ensure awareness of and participation by all population groups?**

This project will include multiple public meetings, and online tools for the public to provide input. The Town will actively reach out to all residents and major stakeholders within the project scope area, and send out physical notices about upcoming meetings.

**• Describe ways your budget and timeline include the capacity to support a thorough public participation process. Specify how the process will include the voices of BIPOC and marginalized community members. Name the partners you will work with to ensure your project is informed by the voices of people who are most likely to be impacted.**

The budget and timeline explicitly list three public meetings—one in October 2022 to initiate the project, one in February 2023 for feedback on alternatives, and one in May 2023 for feedback on final recommendations. However, the town will be open to receiving input through nontraditional

means outside of public meetings, and the town is flexible to hold outreach sessions outside of the traditional setting of public meetings. The success of this project will be predicated upon the town and project team's ability to garner feedback from the Riverview Commons mobile home park community. The town will work with community partners who have worked closely with the mobile home park in the past, such as United Way, to obtain feedback throughout the project. Any comments received outside of public meetings will be incorporated into the conceptual designs and report.

- **How will you evaluate the success of your public engagement efforts?**

The success of our public engagement efforts will be based on the diversity of the cross-section of the community to provide input, the direct connections between public input and the conceptual plans in the deliverables, and the acceptance of the proposed plans during stakeholder meetings.

**f. How does the project demonstrate a cost-effective solution to a potential or recognized problem?**

The 2014 Vermont Route 2 Bicycle and Pedestrian Scoping Report provided the town with alternatives that were too costly for the town at that time or not feasible. With the Gateway Scoping Study—which will synthesize information from the 2014 Vermont Route 2 Bicycle and Pedestrian Scoping Report, the Town of Richmond Bike, Walk, and Trails Plan, Phase 1: North of the Winooski River, changed existing conditions, and public input—the Town aims to have user focused, cost-effective alternatives (with town resources and state/federal grants) to connect Riverview Commons mobile home park to Richmond Village via the Park and Ride.

**g. How will this project be implemented after planning is complete?**

The Town will apply for funding to construct this project after this Gateway Scoping Study is complete. Based on the community's need for this project, and the ongoing land-use and infrastructure planning work within parts of the project scope area, the town may pursue engineering and construction in phases soon after the scoping study is complete.

**PROJECT APPLICATION FORM**  
**FY2023 Unified Planning Work Program**

Applications should be no more than 6 pages. Please email completed forms in Word format to [mdistel@ccrpcvt.org](mailto:mdistel@ccrpcvt.org).

**1. GENERAL INFORMATION**

**Submitted by:** Ravi Venkataraman, Town Planner  
**Municipality/Agency/Organization:** Town of Richmond  
**Telephone:** 802-434-2430  
**Email:** rvenkataraman@richmondvt.gov

**2. PROJECT INFORMATION**

**a. Project Title: Richmond Official Map – Phase 1**

**b. Project Location** (name of roadway, intersection, geographic area, etc.):

Town-wide.

**c. Project Description** (100 words max):

This project is the first part of a multi-year effort to develop an official map for the entire Town of Richmond. The intent of the long-term Official Map project is to convert past UPWP projects and other planning documents into a regulatory map prioritizing the development of sidewalks, mixed-use paths, planned roads/streets and other infrastructure. In Phase 1, information and data on existing conditions and past studies will be collected and collated. After this phase is completed, the Town will actively work on drafting an Official Map, and engaging the public for feedback.

**d. Budget, Scope of Work & Project Schedule:**

*Please describe the tasks and anticipated schedule to complete the project. If you are able to estimate the budget for each task, please include that information. CCRPC staff are available to assist you.*

Phase One will take place during a six-month period, between January and June 2023.

<b>Task (add rows if needed)</b>	<b>Month/Year</b>	<b>Task Budget (if known)</b>
Research on existing conditions and past studies.	Jan 2023 to April 2023	
Development of GIS datasets	Jan 2023 to April 2023	
Complete report with compilation of data and maps proposed for consideration in Official Map	May 2023	
Presentation of inventory/compilation report to Selectboard	June 2023	

Will you accept a partial award? (Yes/No)	Yes
Is Request for CCRPC Staff Assistance Only?	Yes

**For Transportation and Transportation-related Land Use/Water Quality Project Requests:**

Total Project Cost (100%)	\$ CCRCP staff
Local Match Required (20% of Total Cost)	\$ 0

*Please note if you are requesting CCRPC staff assistance only. Contact us so we can help determine the appropriate hours/cost and potential match requirement.*

The Town of Richmond is requesting CCRPC staff assistance only.

**e. Expected Deliverables:**

This first phase of the project will deliver a compilation of GIS data of existing conditions and past and current planning projects, in preparation for making the finalized pedestrian/bicycle master plan part of a new future Official Map.

**f. Other Project Participants:**

CCRPC, Richmond Transportation Committee, Richmond Planning Commission, Richmond Selectboard, Richmond Trails Committee, Local Motion, Richmond Racial Equity Group, Richmond Climate Action Committee

**g. Project Match Requirement:**

No match is required for this request for CCRPC staff assistance.

• **Major or Minor Technical Assistance**

- **Transportation projects – no local match required.**

**h. Public Meeting Requirement:**

All municipal applications (local or regional), including match amounts, must be presented to and approved by the governing body at a warned public meeting by the end of March 2022. For non-municipal partners, a public meeting is not required but applications should be approved by a Board or similar governing body. If available, please provide documentation by the January 21 deadline. Not applicable for “Minor Technical Assistance” projects identified in the FY23 UPWP PROGRAM SUMMARY packet.

Attached is a letter from Richmond Town Manager Josh Arneson confirming that the Richmond Selectboard has approved applying for this project.

**3. BENEFITS TO REGIONAL AND LOCAL PLANNING**

- a. Identify at least one of the CCRPC’s top 10 actions or 8 ECOS strategies that this project will primarily address** ([http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary\\_20180807\\_FINAL.pdf](http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary_20180807_FINAL.pdf)).

This project aligns with the following CCRPC actions:

- Support and inform municipalities on setting the stage for smart, multi-modal development in our areas planned for growth, and protection of our rural planning area, through plan and bylaw assistance, participation in the Act 250 Next 50 Years Committee, brownfields assessments, etc.
- Invest in our transportation system by maintaining our existing transportation system, addressing safety and localized congestion issues on our roadways and investing in Intelligent Transportation Systems to facilitate traffic flows on our arterials and minimize the need for major roadway expansion projects; and supporting our areas planned for growth by expanding bike and pedestrian infrastructure, improving transit services, investing in and supporting Transportation Demand Management partners and programs such as Green Mountain Transit, Chittenden Area Transportation Management Association, CarShare, Local Motion and NeighborRides.
- Assist and inform municipalities on enhanced energy planning for the heating, electricity and transportation sectors including a shift away from gas/diesel vehicles to electric or other non-fossil fuel transportation options

**b. Demonstrate where this project is identified in a local plan, or how it addresses an existing, documented need. Or, is this a newly identified project for which there is a sense of urgency?**

The Transportation section of the 2018 Richmond Town Plan states this goal: "Maintain a 'Complete Streets' policy that encourages multi-modal transportation options such as walking and biking in addition to vehicle traffic." Under this goal, the following action items relevant to the Richmond Official Map project are listed:

- Support the construction of sidewalks and bike paths or line striping for cyclists on State and Town road projects. Consider making wider shoulders on Town roads, especially Cochran, Huntington, and Hinesburg Roads. Work with VTrans to prioritize rebuilding Route 2 (Main Street) including sidewalks and bicycle/pedestrian accommodation.
- Support interconnectivity of trails and connectivity of trails with destinations such as the market or park and ride in order to provide non-motorized means of travel
- Consider handicap accessibility when making decisions about location of paths, parking, crosswalks, and transit routes.

**c. For transportation and land use projects, how will the project benefit the following:**

- **The safe, efficient operation of the transportation system?**

This project aims to increase bicycle and pedestrian connection options by fostering the creation of an interconnected bicycle/pedestrian network. Current UPWP projects and other plans will be utilized in the development of the Phase 1 compilation of GIS data of existing conditions and current planning projects. When completed in the future, the Official Map will establish a prioritization schedule for the development of critical bicycle/pedestrian connections, and methods to either require the reservation of land for particular necessary infrastructure or acquire lands for

constructing critical infrastructure.

Currently, the town as a whole does not have an interconnected bicycle/pedestrian network. Over time, this project will not only help to create new, safer and more efficient bicycle and pedestrian connections throughout town, but also improve road safety for all users of different ages and abilities.

- **Regional and/or local economic development?**

This project will improve the accessibility to and within Richmond by establishing and improving bicycle and pedestrian connections within town. In effect, this project will lead to improved accessibility of businesses in town, and help to create pedestrian-oriented businesses in town. In addition, this project supports the town's recreation economy, and will improve connections between businesses and recreation destinations within town.

- **Multimodal travel options, connections, and/or reduce travel delays for people and goods?**

Phase 1 will provide key bicycle and pedestrian infrastructure plans to be incorporated into a future Official Map, which will create, over time, new bicycle and pedestrian options and connections within town by establishing a prioritization schedule for bicycle/pedestrian infrastructure and a plan for building much needed bicycle/pedestrian infrastructure in town.

- **Increase the livability of local communities?**

By helping to improve the multimodal transportation infrastructure within town, this Phase 1 project has the potential to improve the overall livability of the entire town. New and improved bicycle and pedestrian connections will help connect town residents of various ages and abilities to necessary services, businesses (such as supermarkets) and third spaces in town. Improving multimodal traffic flow and accessibility will also bolster Richmond's businesses and recreation economy.

- **Complement other local/regional activities or initiatives?**

This project directly complements the Richmond Planning Commission's larger work plan of revising zoning bylaws to accommodate future housing and growth, the Town's efforts to extend sewer service to properties along Route 2 between Exit 11 and Richmond Village, the Richmond Trails Committee's work of improving connections to existing trails, and the Richmond Climate Action Committee in their efforts to reduce motor vehicle use.

**d. For other planning projects, please describe how the project benefits the local community.**

N/A

**e. Consider the equity impacts and public engagement needs of your project:**

- **What historically excluded and/or underserved populations are in the project study area?**

The Riverview Commons mobile home park community has been historically excluded and underserved. Data from Mount Mansfield Union Unified School District (MMUUSD) shows that the



number of students in the free and reduced lunch program and enrolled in 3Squares is twice the rate for the entire town. Data from MMUUSD also shows that a higher percentage of students within this community are in an individualized education program compared to the entire town. The community has not been represented on local boards and committees. In addition, Riverview Commons mobile home park community members have not been represented on local boards and committees.

- **What are the potential equity impacts of this project on historically excluded and/or underserved populations? Does this project have the potential to create, ignore or worsen existing equity gaps or produce other unintended consequences? If yes, how?**

This project will provide a benefit to residents of the Riverview Commons mobile home park, a historically excluded and underserved community in our town, by expanding transportation options between the mobile home park, the park and ride, and Richmond Village.

- **Describe ways disparities for disadvantaged communities will be improved through this project.**


This project intends to lessen disparities for disadvantaged communities by improving transportation connections between the center of town, the transit stop at the Park and Ride, and the Riverview Commons mobile home park—a historically underserved community. The project aims to expand mobility options, thereby increasing economic opportunities, for Riverview Commons mobile home park residents.

- **What public outreach and engagement tools will you use to ensure awareness of and participation by all population groups?**

During Phase 1, no public outreach and engagement is anticipated. Town committees and the Selectboard will be kept informed about the data collection process. **Describe ways your budget and timeline include the capacity to support a thorough public participation process. Specify how the process will include the voices of BIPOC and marginalized community members. Name the partners you will work with to ensure your project is informed by the voices of people who are most likely to be impacted.**

Not applicable at this stage of the project (Phase 1).

- **How will you evaluate the success of your public engagement efforts?**

Not applicable at this stage (Phase 1) of the project. 

- f. How does the project demonstrate a cost-effective solution to a potential or recognized problem?**

This project builds upon previous and current transportation studies, the Town of Richmond Town Plan, and the Bike, Walk, and Trails Plan and prepares information to integrate into zoning bylaw amendments requiring the construction of sidewalk facilities in town. By first quantifying (through Phase 1), and then codifying the town's intentions within a future Official Map of creating an interconnected bicycle/pedestrian network and the required specifications of every segment, the town is clarifying gaps in the zoning regulations and reinforcing the town's desire to establish safe bicycle and pedestrian connections throughout town.

**g. How will this project be implemented after planning is complete?**

Using the data collected in phase 1, the Town will, as a separate project, undertake the process of developing a draft official map for the public to consider. The town aims to adopt the official map in the years to come and use it as a guide to build out a bicycle and pedestrian network in town.

## **PROJECT APPLICATION FORM**

### **FY2023 Unified Planning Work Program**

Applications should be no more than 6 pages (excluding any maps and letter of support from your governing body to document the availability of the local match and commitment of staff time). **A Project Application Form must be submitted for each project request. If you are submitting more than one request, please indicate projects in order of priority. There are separate forms to request transportation counts and infrastructure inventories – please submit one form per request. Deadline for receipt of completed submissions is Friday, January 21, 2022. Please email completed forms in Word format to [mdistel@ccrpcvt.org](mailto:mdistel@ccrpcvt.org).** All forms are available on the CCRPC website: <http://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finances/>.

#### **1. GENERAL INFORMATION**

**Submitted by** (Name, Title): Ravi Venkataraman, Town Planner

**Municipality/Agency/Organization:** Town of Richmond

**Telephone:** 802-434-2430

**Email:** [rvenkataraman@richmondvt.gov](mailto:rvenkataraman@richmondvt.gov)

#### **2. PROJECT INFORMATION**

**a. Project Title:** Richmond Route 2 Targeted Scoping for Improving Shoulder Widths

**b. Project Location** (name of roadway, intersection, geographic area, etc.):

U.S. Route 2, from Richmond Village to Richmond Park and Ride. See enclosed map.

*Attach map if needed*

**c. Project Description** (100 words max):

The Richmond Route 2 Targeted Scoping for Improving Shoulder Widths study is an investigation on how to increase the shoulder width at specific points along the Route 2 corridor between the Village and the Richmond Park and Ride, following the VTrans repaving project of Route 2. This project will improve the safety and accessibility of Route 2 for bicyclists and pedestrians. This project is a follow-up to the engineering plans the Town received in January 2022 for the VTrans Route 2 repaving project in Richmond and Bolton (STP 2924(1)). Route 2 currently has little to no shoulder along both travel lanes; this is especially so between Richmond Village and the Richmond Park and Ride. Pedestrians and bicyclists occasionally use the mentioned segment of Route 2 by using the narrow shoulder or by sharing the travel lane with vehicles. The engineering plans show a five-foot shoulder along both travel lanes of Route 2 for 70 percent of the project area. The areas that do not show an expanded shoulder are areas with steep slopes or limited visibility, which adversely impacts bicyclists and pedestrians from traveling on Route 2.

This UPWP project is the second part of a multi-year effort—the first part being the VTrans repaving project—to improve the roadway for bicyclists and pedestrians. This project is also part of a multi-year Town effort to improve (water, sewer, highways, and safe alternatives for bicycles and pedestrians)

within the western gateway area, and to support areas already developed as well as those planned for growth by expanding bike and pedestrian infrastructure and improving transit access. The Town aspires to create a complete street by building on the recommendations for bicycle and pedestrian facilities in the Richmond Gateway Scoping Study in the long term.

**d. Budget, Scope of Work & Project Schedule:**

*Please describe the tasks and anticipated schedule to complete the project. If you are able to estimate the budget for each task, please include that information. CCRPC staff are available to assist you.*

<b>Task (add rows if needed)</b>	<b>Month/Year</b>	<b>Task Budget (if known)</b>
Kickoff Meeting and initial local concerns meeting for public input on purpose and need	October 2022	
Review existing conditions, past reports, and community needs; and prepare preliminary alternatives	November 2022 – February 2023	
Presentation of alternatives to the public	February 2023	
Distribution of online tools to the public to provide input on alternatives	February 2023	
Refinement and finalization of deliverables	March – April 2023	
Presentation of alternatives to the public and the Richmond Selectboard	May – June 2023	

Will you accept a partial award? (Yes/No)	Yes
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Is Request for CCRPC Staff Assistance Only? (Yes/No)	No
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**For Transportation and Transportation-related Land Use/Water Quality Project Requests:**

Total Project Cost (100%)	\$
Local Match Required (20% of Total Cost)	\$

*Examples:*

	<i>Example 1</i>	<i>Example 2</i>	<i>Example 3</i>
<i>Total Project (100%)</i>	<i>\$25,000</i>	<i>\$50,000</i>	<i>\$75,000</i>
<i>Local Match (20%)</i>	<i>\$5,000</i>	<i>\$10,000</i>	<i>\$15,000</i>

**For Other Land Use Project Requests (this is a fee-for-service program, cost TBD with Staff):**

CCRPC staff hours requested:	
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Please contact Regina Mahony ([rmahony@ccrpcvt.org](mailto:rmahony@ccrpcvt.org), 802-846-4490 (ext. 128) to discuss land use

**project and budget needs.**

**For Non-Transportation Water Quality Project Requests, please contact Dan Albrecht ([dalbrecht@ccrpcvt.org](mailto:dalbrecht@ccrpcvt.org), 802-861-0133) to discuss project and budget needs.**

*NOTE: Requested amount is expected to be spent by June 30, 2023. Be sure to account for any potential direct expenses in proposed budget. Please note if you are requesting CCRPC staff assistance only. Contact us so we can help determine the appropriate hours/cost and potential match requirement.*

**e. Expected Deliverables:**

- If this is a phased project spanning multiple fiscal years, identify deliverables for this specific phase and other phases where applicable.
- Non-municipal partners are expected to submit a year-end report describing the impacts and outcomes of your program/efforts as a requirement of funding.

The expected deliverable for this project is a scoping report that includes design alternatives that can be implemented in the short term, estimated project costs, a review of existing conditions, and a summary of community needs for this area.

**f. Other Project Participants** (e.g., other municipalities, agencies, non-profits, consultants, community groups):

Richmond Transportation Committee, Richmond Selectboard, Richmond Climate Action Committee, Local Motion, CCRPC, VTrans,

**g. Project Match Requirement:**

Please refer to the **FY23 UPWP PROGRAM SUMMARY** for a description of match requirements and check below which applies to your proposal. If matching funds are required, municipalities should attach a letter of support from your governing body to document the availability of the local match and commitment of staff time. Non-municipal partners should provide a letter from their Board or other governing body demonstrating knowledge and support of project request, ability and intent to provide matching funds, etc.

- **Transportation, Land Use, Energy Implementation Assistance and Stormwater Planning**
  - Transportation and transportation-related land use/water quality projects – 20% non-federal cash match required.
  - Energy Implementation Assistance – this program provides CCRPC staff assistance to the municipality with no local match requirement.
  - Non-transportation projects (including plan and bylaws) – this is a fee-for-service program, cost TBD. We encourage municipalities to also seek [Municipal Planning Grants](#).
  - The CCRPC may waive the local match requirement for municipal projects deemed to be regionally significant.
- **Major or Minor Technical Assistance**
  - Transportation projects – no local match required.
  - Non-transportation projects – there is no fee for projects requiring less than 12 hours of CCRPC staff time. Projects over 12 hours will be charged a rate of \$60 per hour.
- **Major Data Collection/Asset Management**
  - 20% non-federal cash match required.

- **Non-Municipal Partner Program Assistance**
  - 20% match required.

[TBD]

**h. Public Meeting Requirement:**

All municipal applications (local or regional), including match amounts, must be presented to and approved by the governing body at a warned public meeting by the end of March 2022. For non-municipal partners, a public meeting is not required but applications should be approved by a Board or similar governing body. If available, please provide documentation by the January 21 deadline. Not applicable for “Minor Technical Assistance” projects identified in the FY23 UPWP PROGRAM SUMMARY packet.

**3. BENEFITS TO REGIONAL AND LOCAL PLANNING (please keep your responses brief)**

**a. Identify at least one of the CCRPC’s top 10 actions or 8 ECOS strategies that this project will primarily address ([http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary\\_20180807\\_FINAL.pdf](http://www.ecosproject.com/wp/wp-content/uploads/2017/09/2018-ECOS-Plan-Summary_20180807_FINAL.pdf)).**

This project addresses the following ECOS strategies:

- Improve and strengthen the economic systems of our region to increase opportunities for Vermont employers and employees.
- Ensure that the projects and actions in all ECOS strategies assess equity impacts, and that the design and development of programs are inclusive of all and engage underrepresented populations.

This project aligns with the following CCRPC actions:

- Support and inform municipalities on setting the stage for smart, multi-modal development in our areas planned for growth, and protection of our rural planning area, through plan and bylaw assistance, participation in the Act 250 Next 50 Years Committee, brownfields assessments, etc.
- Invest in our transportation system by maintaining our existing transportation system, addressing safety and localized congestion issues on our roadways and investing in Intelligent Transportation Systems to facilitate traffic flows on our arterials and minimize the need for major roadway expansion projects; and supporting our areas planned for growth by expanding bike and pedestrian infrastructure, improving transit services, investing in and supporting Transportation Demand Management partners and programs such as Green Mountain Transit, Chittenden Area Transportation Management Association, CarShare, Local Motion and NeighborRides.

**b. Demonstrate where this project is identified in a local plan, or how it addresses an existing, documented need. Or, is this a newly identified project for which there is a sense of urgency?**

This project is a newly identified project. Bicyclists and pedestrians occasionally use the Route 2 roadway to access Richmond Village and the Richmond Park and Ride. The Town has had a number of discussions in the last 18 months with VTrans about improving the accessibility of the road for bicyclists and pedestrians. VTrans has incorporated the Town’s discussions in its engineering plans. However, their

plans show several roadway portions with one- to four-foot shoulders that are not suitable for bicycle and pedestrian travel.

The Town aims to address these deficiencies through this scoping project and work with VTrans in the coming years to improve bicycle and pedestrian accessibility on Route 2.

This project will help the town move closer to meeting one of its goals listed in the 2018 Town Plan: “Maintain a ‘Complete Streets’ policy that encourages multi-modal transportation options such as walking and biking in addition to vehicle traffic”. One of the actions listed under this goal is to “Work with VTrans to prioritize rebuilding Route 2 (Main Street) including sidewalks and bicycle/pedestrian accommodation.”

**c. For transportation and land use projects, how will the project benefit the following:**

- The safe, efficient operation of the transportation system?

This project will improve multimodal transportation flow through one of the most trafficked thoroughfares in town. Currently, bicycles and pedestrians share the travel lanes when using the road. This project would improve road safety for pedestrians and bicyclists of all ages and abilities, and help connect village residents to the town’s sole transit stop at the Richmond Park and Ride

- Regional and/or local economic development?

This project aims to complete a “last mile” gap between Richmond Village and the Richmond Park and Ride by establishing bicycle and pedestrian facilities. By creating improved bicycle and pedestrian facilities, this project will connect employees and community members to Richmond Village, Montpelier and Burlington via the Richmond Park and Ride.

- Multimodal travel options, connections, and/or reduce travel delays for people and goods?

This project will help create safer multimodal travel options by investigating short-term alternatives for bicycle and pedestrian connections between Richmond Village, the Riverview Commons Mobile Home Park, and the Richmond Park and Ride.

- Increase the livability of local communities?

This project will improve the safety of bicycle and pedestrian connections between Richmond Village, the Riverview Commons Mobile Home Park, and the Park and Ride. This will open up economic opportunities for town residents by increasing bicycle, pedestrian, and transit mobility options within town and to other parts of Vermont.

- Complement other local/regional activities or initiatives?

This project coincides with the Town's current efforts to increase housing density to the Gateway Commercial Zoning District, to foster the creation of a walkable mixed-use area within the Gateway Commercial Zoning District, and to extend sewer serve to properties along Route 2 between Exit 11 and Richmond Village.

**d. For other planning projects, please describe how the project benefits the local community.**

**e. Consider the equity impacts and public engagement needs of your project:**

(see the CCRPC's 2014 Public Participation Plan for resources: <http://www.ccrpcvt.org/our-work/our-plans/public-participation-plan/>)

- What historically excluded and/or underserved populations are in the project study area?

No historically excluded or underserved populations are within the project study area. The Riverview Commons mobile home park community is located adjacent to the project study area, and this project would provide some benefit to the community members by improving multimodal access to Richmond Village via the Route 2 corridor.

The Riverview Commons mobile home park community has been historically excluded and underserved. Data from Mount Mansfield Union Unified School District (MMUUSD) shows that the number of students in the free and reduced lunch program and enrolled in 3Squares is twice the rate for the entire town. Data from MMUUSD also shows that a higher percentage of students within this community are in an individualized education program compared to the entire town. In addition, Riverview Commons mobile home park community members have not been represented on local boards and committees.

- What are the potential equity impacts of this project on historically excluded and/or underserved populations? Does this project have the potential to create, ignore or worsen existing equity gaps or produce other unintended consequences? If yes, how?

The Richmond Route 2 Targeted Scoping for Improving Shoulder Widths study has the potential to improve equity by providing underserved populations throughout the town safer opportunities to access Richmond's only transit stop at the Richmond Park and Ride by bike or by foot.

- Describe ways disparities for disadvantaged communities will be improved through this project.

This project will establish navigable and safer bicycle and pedestrian options between Richmond Village and the Richmond Park and Ride. Improved bicycle and pedestrian access to the Richmond Park and Ride—the location of Richmond's only transit stop—will provide valid alternatives to persons with limited mobility. Improved access to the Richmond Park and Ride will expand multimodal options, thereby increasing economic opportunities for community members.

- What public outreach and engagement tools will you use to ensure awareness of and participation by all population groups?



This project will include multiple public meetings, and online tools for the public to provide input. The Town will actively reach out to all residents and major stakeholders within the project scope area, and send out physical notices about upcoming meetings.

- Describe ways your budget and timeline include the capacity to support a thorough public participation process. Specify how the process will include the voices of BIPOC and marginalized community members. Name the partners you will work with to ensure your project is informed by the voices of people who are most likely to be impacted.

The budget and timeline explicitly list three public meetings—one in October 2022 to initiate the project, one in February 2023 for feedback on alternatives, and one in May 2023 for feedback on final recommendations. However, the town will be open to receiving input through nontraditional means outside of public meetings, and the town is flexible to hold outreach sessions outside of the traditional setting of public meetings. The success of this project will be predicated upon the town and project team’s ability to garner feedback, and incorporating feedback in the project deliverables.

- How will you evaluate the success of your public engagement efforts?

The success of our public engagement efforts will be based on the diversity of the cross-section of the community to provide input, the direct connections between public input and the conceptual plans in the deliverables, and the acceptance of the proposed plans during stakeholder meetings.

**f. How does the project demonstrate a cost-effective solution to a potential or recognized problem?**

Presently, neither the Town nor VTrans has enough information about the locations VTrans is unable to build out bicycle and pedestrian facilities as part of their forthcoming repaving project of Route 2. The Richmond Route 2 Targeted Scoping for Improving Shoulder Widths is a cost-effective solution by providing the Town, VTrans as well as CCRPC an understanding of the constraints along Route 2 and readily applicable solutions in the short term.

**g. How will this project be implemented after planning is complete?**

Based on the community’s need for this project, the Town will work with VTrans and CCRPC to make sure that the Richmond Route 2 Targeted Scoping for Improving Shoulder Widths is implemented in a timely manner.

# Maps of Richmond Route 2 Targeted Scoping Study for Improving Shoulder Widths

## Project Scope Area

