



City of Barre, Vermont

November 10, 2022 at 5:30 pm

Regular Meeting of the
Planning Commission

Venue Options:

Council Chambers, City Hall

Zoom <https://us06web.zoom.us/j/83604836326?pwd=SVR0TjNySy9hRE5pY2duUFZ6bE95dz09>

Meeting ID: 836 0483 6326 Passcode: 381819

Phone: 1 (929) 205-6099 US (New York – Long distance rates will apply)

Agenda

1. Call to order - 5:30 PM
2. Adjustments to the agenda
3. Approval of Minutes
 1. October 27, 2022 [view draft minutes](#)
4. Public Comment (for something not on the agenda)
5. New Business
 1. Presentation from I Love Cows Solar LLC at 0 Allen Street regarding their application for a certificate of Public Good
 2. Approval of council's Municipal Planning Grant Resolution for application.
 3. Review of draft [Municipal Planning Grant](#) application.
6. Confirm date of next meeting
 1. December 8, 2022
7. Staff updates
8. Roundtable
9. Adjourn

Barre City Planning Commission

October 27, 2022 Meeting Minutes

Present: Michael Hellein (Chair), Amanda Gustin (Vice Chair), Joe Reil (Secretary), Rosemary Averill, David Sichel, Becky Wigg

Absent: Raylene Meunier

Staff: Janet Shatney (Director of Planning, Permitting & Assessing)

Visitors: None

1. Call to Order.

5:30pm.

2. Adjustments to the Agenda.

None.

3. Approval of Minutes.

- i. September 22, 2022 view draft minutes

Gustin moves to approve, Reil seconds, unanimous in favor.

4. Public comment (for something not on the agenda)

None.

5. Old Business

- i. Approval of council's Bylaw Modernization Grant Resolution for application.

Gustin moves to approve, Sichel seconds, unanimous in favor.

- ii. Review of final draft of Bylaw Modernization Grant application.

Gustin asks if the amount of space in the boxes on the form are limited, Shatney confirms that they are.

Sichel has several suggestions, in different sections.

Project Description & Summary Overview section:

Add "Zoning" to first sentence, to read: ...Development Ordinance and Official Zoning Map...

Modify next sentence: ...examination of our community's preferences and needs and will identify ways to reduce barriers...

Community Need section:

Sentence beginning "Being able to expand housing": ...such as co-housing or and new development...

Sentence beginning "The consultant could assist": ...propose changes to zoning ordinance provisions that may hinder...

Later in the same sentence: "...updating our zoning in ways that could continue..." and removing the comma after Municipal Plan" later in that sentence.

Second to last sentence, fixed minor typo, Assessment:...called the "Housing Needs Assessment"

Last sentence: ...so that housing continues to sell and rent in the city...

Public Outreach section:

First sentence: "...outcomes from our Vermont Council on Rural Development All In For Barre process..."

For the Public Outreach section Gustin suggests to add a sentence talking about some of the specifics for Barre City's needs, regarding how the Barre City Population is particularly vulnerable to housing challenges and include current relevant statistics, such as poverty rate, cost burden of housing, turnover of housing, etc. Sichel notes that the Whitepaper that the Housing Task Force recently issued includes some relevant information.

Gustin suggests writing a sentence adding the relevant information to submit to Shatney for inclusion. Further suggestions to include that Whitepaper, as well as a recent BADC letter of support for the grant, as attachments to the application, Shatney agrees.

Gustin's suggested text to add to application (modified by suggestions from the Commission):

"Barre City's population is especially vulnerable to the statewide housing crisis. 23% of the population of Barre City lives at or below the poverty level and 43% are cost-burdened in their current housing situation (spending 30 percent or more monthly on their housing; in fact 20% spend more than 50% of their monthly incoming on housing), in addition Barre City has a high percentage of renters meaning many residents are especially in need of quality affordable rental housing, something especially scarce in the current crisis. Though Barre City's average rental unit rate is lower than County and

State average our high rate of poverty means that more of our citizens are still cost burdened by their housing."

In the Project Location setting Hellein suggests removing "easily", changing sentence to ...any section of the city is walkable or bikable.

Hellein has a suggested addition for the same section (modified by suggestions from the Commission):

An example of a potential area of focus would be unlocking infilled residential development within Barre City's existing street network by scaling density to reflect existing patterns of development in city neighborhoods and nearby development in adjacent municipalities.

Wigg asks question regarding the budget, noting a discrepancy in the total amounts listed on the two tables on Page 2. Some discussion around this and there is some confusion about the instructions for the form regarding the amount requested and the State of Vermont match. Shatney will call to confirm prior to submitting.

6. New Business

- i. Consider options for Municipal Planning Grant application, providing guidance for initial draft.

This grant would provide money for a specific (not too large) Planning activity. Hellein suggests that the 2012 Summer Street Plan may be a good option.

Sichel brings up a concern that there may not be time or staff resources to prepare another application. Shatney is willing to put in the work if we can identify a project.

Discussion around Summer Street Plan and suggestion that part of the grant request could be resources to bring it up to date, as well as discussion around the timing in order to get this to Council in time and to get the application ready in time.

Consensus to try moving this forward to discuss further in the next Planning Commission Meeting no November 10.

7. Confirm Date of Next Meeting.

- i. November 10, 2020

8. Staff Updates.

- i. Have received the Allen Street 45-day notice for a solar community out on Allen Street (details included in Agenda posted on the City Website).

Shatney suggests inviting them to a future Planning Commission Meeting.

Wigg asks what the Planning Commission's role is, Shatney responds that we are a required part of this process, though we don't have much power. Consensus is to have them on a future agenda.

- ii. Gustin asks about proposed demolition of Italian Baptist Church Property, as it is a National Historic Landmark. Shatney indicates the owner would likely not be able to proceed with the demolition. Discussion around making demolition conditional city-wide and how that would impact these requests and actions and possibly adding to our list of short-term changes.

9. Round Table.

None.

10. Adjourn

Gustin moves to adjourn, Averill seconds, unanimous in favor.



October 13, 2022

City of Barre
City of Barre Planning Commission
Central Vermont Regional Planning Commission

Re: **I Love Cows Solar, LLC's 45-Day Notice to Persons and Entities Entitled to Notice Pursuant to Public Utility Commission Rule 5.402(A), for a Proposed 2.5 MW Solar Array to be located off Allen Street in the City of Barre, VT.**

Dear Sir or Madam:

I Love Cows Solar, LLC (the "Applicant"), is pleased to provide you with this 45-Day notice in advance of filing a petition for a Certificate of Public Good with the Vermont Public Utility Commission ("Commission" or "PUC"), for a 2.5 MW solar electric generation facility to be known as the "I Love Cows Solar Project" (the "Project"). The Applicant proposes to construct the Project on property located off of Allen Street in the City of Barre, Vermont (the "Site"). This notice is provided in accordance with 30 VSA § 248, Vermont Statutes Annotated ("Section 248"), and Public Utility Commission Rule 5.402.

Pursuant to Commission Rule 5.402, the following letter includes information sufficient to understand the overall Project including the location of the facility, a description of the proposed Project, construction plans and equipment to be used. This letter also describes the rights of the noticed parties to comment on the Project plans and participate in the Section 248 review process.

This letter contains descriptions of the following:

- I. 30 V.S.A. § 248 Process Information;
- II. Project Description;
- III. Site Selection and Consideration of Alternatives
- IV. Construction and Transportation
- V. Preliminary Assessment of Environmental and Aesthetic Impacts;
- VI. Project Benefits;
- VII. Expected Filing Date.

Included as attachments to this letter are:

- I. Location Map / Preliminary Site Plan

- II. Preliminary Natural Resources Map
- II. Representative Equipment Specifications

I. 30 V.S.A. Section 248 Petition and Notice

The state permitting process for electric generation facilities requires the Applicant to provide notice to certain entities and persons 45-days prior to a formal filing with the PUC. These include:

- The affected municipal legislative bodies;
- The affected municipal and regional planning commissions; and
- The Public Utility Commission.

The Applicant has also provided this 45-day notice to:

- The Department of Public Service
- The Agency of Natural Resources

Per Commission Rule 5.402(A), the municipal and regional planning commissions shall make recommendations, if any, at least seven (7) days prior to the intended filing date, which filing date is expected to be 45 days from the date of this notice.

Affected municipal and regional planning commissions may also provide revised recommendations within 45 days of the date on which the Applicant files its petition with the Commission, if the petition contains new or more detailed information that was not previously included in the original filing with the municipal and regional planning commissions pursuant to Section 248(f).

Recommendations made to the Commission pursuant to Section 248(f), or the lack of such recommendations, shall not preclude municipal or regional planning commissions from presenting evidence during technical hearings if granted party status.

Please send all recommendations during this 45-Day notice period to:

Vermont Public Utility Commission
c/o Clerk of the Commission
112 State Street
Montpelier, VT 05620-2701

AND

Encore Renewable Energy
Attn: Phillip D. Foy
PO Box 1072
Burlington, VT 05402

Tel: (802) 861-3023
phillip@encorerenewableenergy.com

For additional information regarding this process, including your commission's right to participate in the Public Utility Commission proceeding, please refer to the "Citizen's Guide to the Vermont Public Utility Commission's Section 248 Process," which can be found at <https://puc.vermont.gov/document/citizen-guide-public-utility-commission>.

II. Project Description

The Applicant is proposing a 2.5 MW solar project on property located off of Allen Street in Barre, Vermont. The array will occupy roughly 12 acres of the greater 45-acre parcel. The electricity generated by this Project will flow to GMP's electric grid.

The Site location, array footprint, and approximate property boundaries are shown in the preliminary site plan attached as Exhibit 1. Portland St is to the west and Allen St is to the east of the Project. In summary, the Project will consist of:

- Approximately 5,000 solar panels installed on ground-mounted racking systems across roughly 12 acres of the Site:
 - Coated with non-reflective glazing;
 - Approximately 10-15 feet off the ground at their highest point.
 - Modules are to be mounted on Fixed Tilt racking systems with rows running east-west
- A network of string inverters dispersed across the array connected with underground cables installed in protective conduit;
- A 7-8 ft agricultural style perimeter fence;
- Temporary laydown area for delivery and short-term storage of materials; and
- An approximate 430 ft extension of 3-phase power to the Site for interconnection into GMP's grid, from the existing three phase service on Allen St; and
- Necessary transformer(s) and associated interconnection equipment

III. Site Selection and Consideration of Alternatives

This site was selected because of the site's proximity to substation infrastructure, access to three phase transmission infrastructure, workable topography, and limited environmental impacts.

The applicant worked with its consultants to configure the Project in a way that would maximize the potential energy generation benefits while minimizing environmental and aesthetic impacts. The Applicant will continue working with all stakeholders prior to filing the CPG petition and thereafter to address any concerns.

IV. Construction & Transportation

The Applicant proposes to deliver materials for the Project using trucks, and state and local roads, which are accustomed to the type of traffic representative of the proposed daily delivery of materials. Deliveries will be made to a temporary construction staging area on the Site, located off the proposed access drive. Most transportation activity will occur during the construction phase, which would last between three and five months.

The Project is not expected to require oversize or overweight deliveries. Access to and from the Site will be restricted by perimeter fencing in order to secure the Site and prevent the public from entering the facility. All equipment associated with the Project will be installed in accordance with all applicable regulations and electrical codes.

V. Preliminary Impact Assessment

i. Aesthetics

In preparation for this 45-Day Notice, the Applicant engaged T.J. Boyle Associates of Burlington, Vermont to perform a preliminary review of potential aesthetic impacts resulting from the Project. The Project is proposed within an existing agricultural field and would be setback approximately 430 feet from Allen St, which is east of the Project.

Overall, preliminary findings by TJ Boyle indicated that the Project would not result in undue impacts to the aesthetic and scenic and natural beauty of the area. The Applicant will continue to work with the City of Barre, adjoining property owners, and T.J. Boyle Associates in order to address any potential aesthetic impacts. The Applicant will file the complete TJ Boyle aesthetic report, and final mitigation measures, where warranted, with the complete petition.

ii. Environmental

The Applicant has engaged VHB, Inc. to perform preliminary due diligence as well as detailed natural resource assessments and delineations, including both database and field surveys. Results of those studies will be provided in the final petition.

Given that the project is located within an existing agricultural field, the likelihood of impacts to most natural resources is low. VHB will conduct natural resource assessments, and impact analyses (where applicable) will be completed for criteria considered under Section 248 and as relevant to any additional necessary environmental permitting.

The Applicant will consult with state and federal agency staff as necessary pending results of detailed natural resource studies, which will inform Project design to avoid resources where possible and/or secure necessary permits, reviews, and approvals.

VI. Project Benefits

The Project is being developed in cooperation with GMP to provide locally generated renewable energy to a Vermont based GMP customer. The Project will contribute to the customer's achievement of its renewable energy objectives by providing a mechanism for the customer to procure locally generated renewable energy. The Project will also contribute to the achievement of GMP's and the State of Vermont's renewable energy objectives.

VII. Conclusion

The Project is not expected to result in undue adverse impacts to the applicable criteria. The Applicant looks forward to submitting the full Section 248 petition package, which will contain all of the information required by the PUC to evaluate the merits of the Project for potential award of a Certificate of Public Good and inform others of the Project's impacts and value.

The Applicant intends to file a Section 248 Petition and supporting materials with the PUC soon after the expiration of this 45-day notice period, which is expected to be no sooner than November 30th, 2022.

We look forward to receiving any input or suggestions you may have as we move through the Section 248 process. If you have any questions you may direct them to the Applicant by phone at 802-861-3023 or by email at phillip@encorerenewableenergy.com.

Sincerely,



Phillip D. Foy
General Counsel
Encore Renewable Energy

- Attachment 1 – Preliminary Site Plan
- Attachment 2 – Preliminary Natural Resources Map
- Attachment 3 – Representative Equipment Specifications

Copy to:

Vermont Public Utility Commission
112 State Street
Montpelier, Vermont 05620-2701

Agency of Agriculture and Food Markets
Secretary Anson Tebbetts
116 State Street
Montpelier, Vt 05620-2901

Department of Public Service
James Porter, Director for Public Advocacy
112 State Street - Third Floor
Montpelier, Vermont 05620-2601

Encore Renewable Energy
PO Box 1072
Burlington, VT 05402

Agency of Natural Resources
Secretary's Office
1 National Life Drive, Davis 2
Montpelier, Vermont 05620-3901

Department of Historic Preservation
Laura V. Trieschmann
1 National Life Drive
Deane C. Davis Building, 6th Floor
Montpelier, VT 05620-0501

Green Mountain Power
163 Acorn Lane
Colchester, VT 05446

Central Vermont Regional Planning Commission
29 Main St, Suite 4
Montpelier, VT 05602

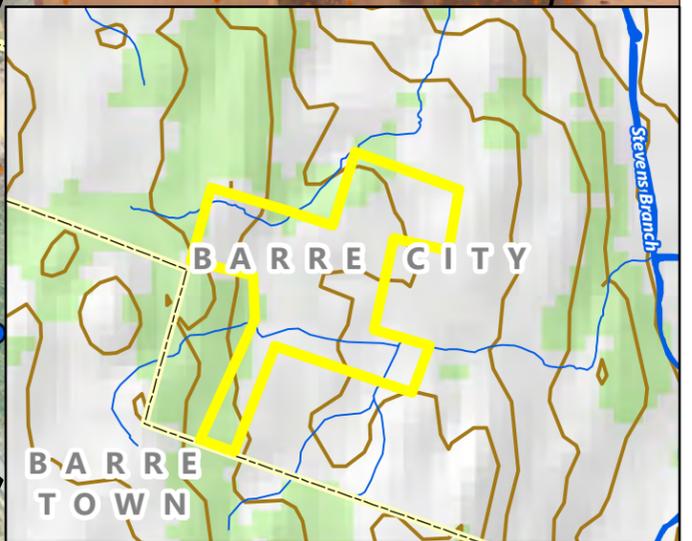
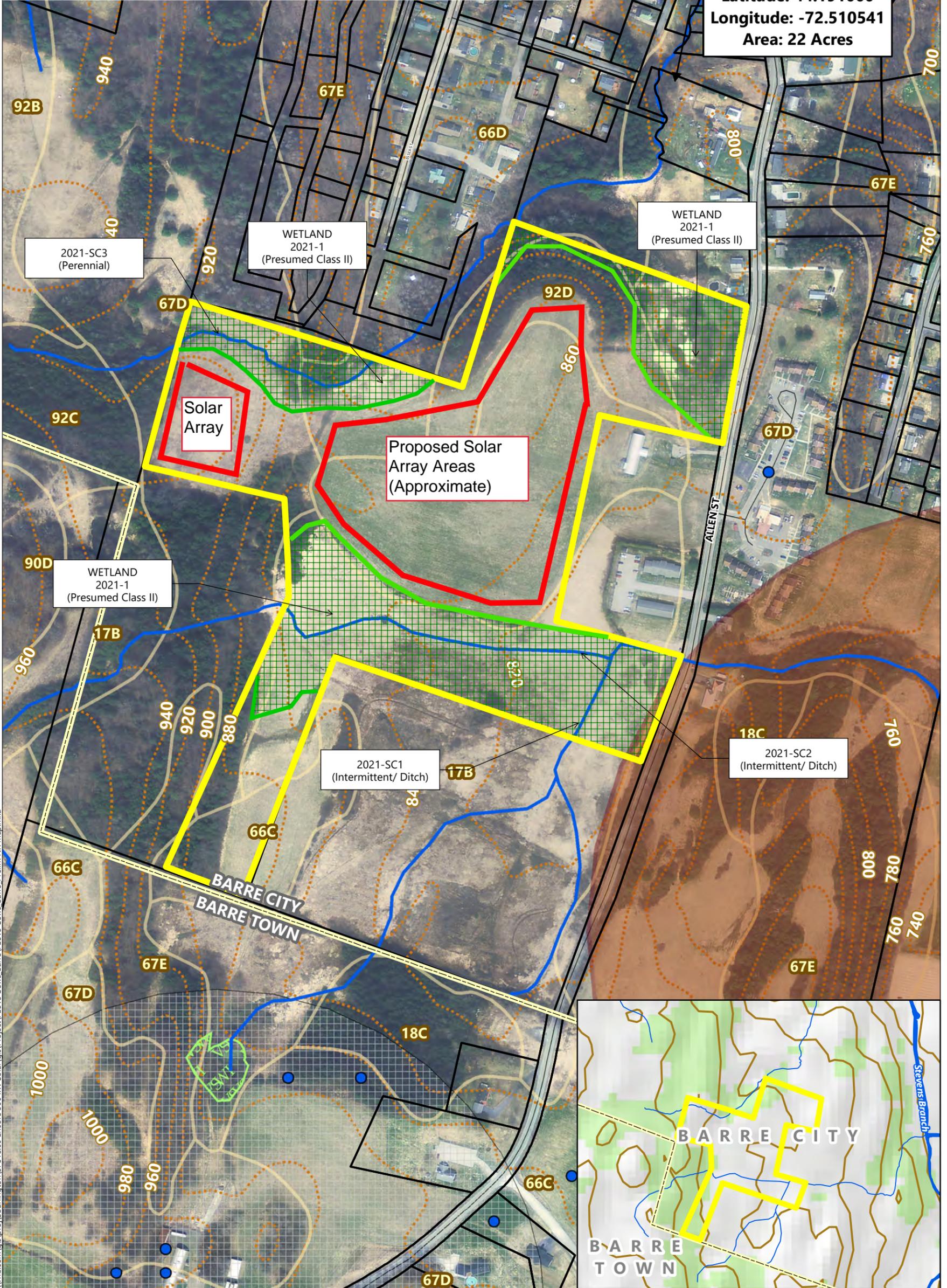
The Barre City Council
6 North Main Street
PO Box 418
Barre, VT 05641

The Barre City Planning Commission
c/o Janet E. Shatney, Director
Planning, Permitting, & Assessing Services
6 North Main St. Ste 7
Barre, VT 05641

Natural Resources Board
District #5 Environmental Commission
10 Baldwin Street
Montpelier, VT 05633-3201

NRCS Soils Information				
Soil Abbreviation	Soil Map Unit	Vermont Farmland Classification	Erodibility Ranking	Area (acres)
66D	Vershire-Dummerston complex, 15 to 25 percent slopes, rocky	NPSL	highly erodible	2.3
92D	Buckland loam, 15 to 25 percent slopes	NPSL	highly erodible	2.4
92C	Buckland loam, 8 to 15 percent slopes	statewide	potentially highly erodible	10.0
67D	Glover-Vershire complex, 15 to 35 percent slopes, very rocky	NPSL	highly erodible	0.8
17B	Cabot silt loam, 3 to 8 percent slopes	statewide (b)	potentially highly erodible	6.5

Study Area
Latitude: 44.191000
Longitude: -72.510541
Area: 22 Acres



\\vhb.com\gis\proj\SBurlington\57818.00 Encore 500 kW Solar\gis\Project\Love Cows_Barre_Prelim_NR_Map.mxd



Encore Renewable Energy
I Love Cows Solar Project | Barre, Vermont

- Study Area (VHB)
- Approximate Wetland (VHB)
- Approximate Wetland Buffer (VHB)
- VSWI Wetland (ANR)
- VHD Stream (VCGI)
- Deer Wintering Area (ANR)*
- Bear Habitat (FWD)*
- Bear Crossing (FWD)*
- NHI Uncommon Occurrence (FWD)
- River Corridor (ANR)*
- VHD Waterbody (VCGI)*
- Public Well (ANR)*
- Private Well (ANR)
- FEMA Zone A (VHB/FEMA)*
- Ground Water Protection Area (ANR)
- Surface Water Protection Area (ANR)*
- NRCS Soil Boundary (VCGI)
- 50' Contours (VCGI)
- Interstate*
- US Highway*
- State Highway*
- Town Road

Preliminary Natural Resources Map

Sources:
Background Imagery by VCGI (Collected in 2016)
VCGI (Vermont Center for Geographic Information - Various Dates)
ANR (Vermont Agency of Natural Resources - Various Dates)
FWD (Vermont Fish and Wildlife Department - 2018)
VHB (2021)
Wetland Boundary is approximate via desktop screening.

* Not present within map extent.

100/125kW, 1500Vdc String Inverters for North America



CPS SCH100/125KTL-DO/US-600

The 100 & 125kW high power CPS three phase string inverters are designed for ground mount applications. The units are high performance, advanced and reliable inverters designed specifically for the North American environment and grid. High efficiency at 99.1% peak and 98.5% CEC, wide operating voltages, broad temperature ranges and a NEMA Type 4X enclosure enable this inverter platform to operate at high performance across many applications. The CPS 100/125kW products ship with the Standard or Centralized Wire-box, each fully integrated and separable with AC and DC disconnect switches. The Standard Wire-box includes touch safe fusing for up to 20 strings. The CPS FlexOM Gateway enables communication, controls and remote product upgrades.

Key Features

- NFPA 70, NEC 2014 and 2017 compliant
- Touch safe DC Fuse holders adds convenience and safety
- CPS FlexOM Gateway enables remote FW upgrades
- Integrated AC & DC disconnect switches
- 1 MPPT with 20 fused inputs for maximum flexibility
- Copper and Aluminum compatible AC connections
- NEMA Type 4X outdoor rated, tough tested enclosure
- Advanced Smart-Grid features (CA Rule 21 certified)
- kVA Headroom yields 100kW @ 0.9PF and 125kW @ 0.95PF
- Generous 1.87 and 1.5 DC/AC Inverter Load Ratios
- Separable wire-box design for fast service
- Standard 5 year warranty with extensions to 20 years



100/125KTL Standard Wire-box



100/125KTL Centralized Wire-box



Model Name	CPS SCH100KTL-DO/US-600	CPS SCH125KTL-DO/US-600
DC Input		
Max. PV Power	187.5kW	
Max. DC Input Voltage	1500V	
Operating DC Input Voltage Range	860-1450Vdc	
Start-up DC Input Voltage / Power	900V / 250W	
Number of MPP Trackers	1	
MPPT Voltage Range ¹	870-1300Vdc	
Max. PV Input Current (Isc x1.25)	275A	
Number of DC Inputs	20 PV source circuits, pos. & neg. fused (Standard Wire-box) 1 PV output circuit, 1-2 terminations per pole, non-fused (Centralized Wire-box)	
DC Disconnection Type	Load-rated DC switch	
DC Surge Protection	Type II MOV (with indicator/remote signaling), Up=2.5kV, In=20kA (8/20uS)	
AC Output		
Rated AC Output Power	100kW	125kW
Max. AC Output Power ²	100kVA (111KVA @ PF>0.9)	125kVA (132KVA @ PF>0.95)
Rated Output Voltage	600Vac	
Output Voltage Range ³	528-660Vac	
Grid Connection Type ⁴	3Φ / PE / N (Neutral optional)	
Max. AC Output Current @600Vac	96.2/106.8A	120.3/127.0A
Rated Output Frequency	60Hz	
Output Frequency Range ³	57-63Hz	
Power Factor	>0.99 (±0.8 adjustable)	>0.99 (±0.8 adjustable)
Current THD	<3%	
Max. Fault Current Contribution (1-cycle RMS)	41.47A	
Max. OCPD Rating	200A	
AC Disconnection Type	Load-rated AC switch	
AC Surge Protection	Type II MOV (with indicator/remote signaling), Up=2.5kV, In=20kA (8/20uS)	
System		
Topology	Transformerless	
Max. Efficiency	99.1%	
CEC Efficiency	98.5%	
Stand-by / Night Consumption	<4W	
Environment		
Enclosure Protection Degree	NEMA Type 4X	
Cooling Method	Variable speed cooling fans	
Operating Temperature Range	-22°F to +140°F / -30°C to +60°C (derating from +113°F / +45°C)	
Non-Operating Temperature Range ⁵	-40°F to +158°F / -40°C to +70°C maximum	
Operating Humidity	0-100%	
Operating Altitude	8202ft / 2500m (no derating)	
Audible Noise	<65dBA@1m and 25°C	
Display and Communication		
User Interface and Display	LED Indicators, WiFi + APP	
Inverter Monitoring	Modbus RS485	
Site Level Monitoring	CPS FlexOM Gateway (1 per 32 inverters)	
Modbus Data Mapping	SunSpec/CPS	
Remote Diagnostics / FW Upgrade Functions	Standard / (with FlexOM Gateway)	
Mechanical		
Dimensions (WxHxD)	45.28x24.25x9.84in (1150x616x250mm) with Standard Wire-box 39.37x24.25x9.84in (1000x616x250mm) with Centralized Wire-box	
Weight	Inverter: 121lbs / 55kg; Wire-box: 55lbs / 25kg (Standard Wire-box); 33lbs / 15kg (Centralized Wire-box)	
Mounting / Installation Angle	15 - 90 degrees from horizontal (vertical or angled)	
AC Termination	M10 Stud Type Terminal [3Φ] (Wire range: 1/0AWG - 500kcmil CU/AL, Lugs not supplied) Screw Clamp Terminal Block [N] (#12 - 1/0AWG CU/AL)	
DC Termination	Screw Clamp Fuse Holder (Wire range: #12 - #6AWG CU) - Standard Wire-box Busbar, M10 Bolts (Wire range: #1AWG - 500kcmil CU/AL [1 termination per pole], #1AWG - 300kcmil CU/AL [2 terminations per pole], Lugs not supplied) - Centralized Wire-box	
Fused String Inputs	20A fuses provided (Fuse values of 15A or 20A acceptable)	
Safety		
Safety and EMC Standard	UL1741-SA-2016, CSA-C22.2 NO.107.1-01, IEEE1547a-2014; FCC PART15	
Selectable Grid Standard	IEEE 1547a-2014, CA Rule 21, ISO-NE	
Smart-Grid Features	Volt-RideThru, Freq-RideThru, Ramp-Rate, Specified-PF, Volt-VAR, Freq-Watt, Volt-Watt	
Warranty		
Standard ⁶	5 years	
Extended Terms	10, 15 and 20 years	

1) See user manual for further information regarding MPPT Voltage Range when operating at non-unity PF

2) "Max. AC Apparent Power" rating valid within MPPT voltage range and temperature range of -30°C to +40°C (-22°F to +104°F) for 100KW PF ≥0.9 and 125KW PF ≥0.95

3) The "Output Voltage Range" and "Output Frequency Range" may differ according to the specific grid standard.

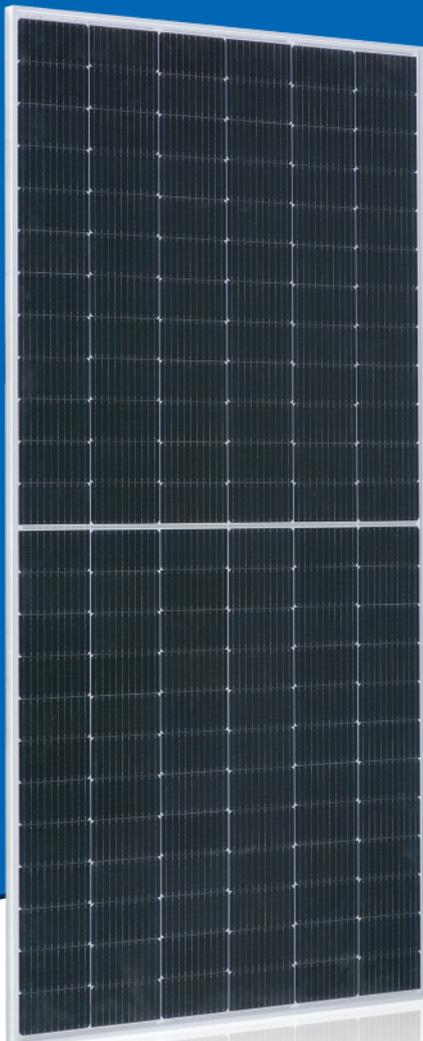
4) Wye neutral-grounded, Delta may not be corner-grounded.

5) See user manual for further requirements regarding non-operating conditions.

6) 5 year warranty effective for units purchased after October 1st, 2019.

AstroTwins™

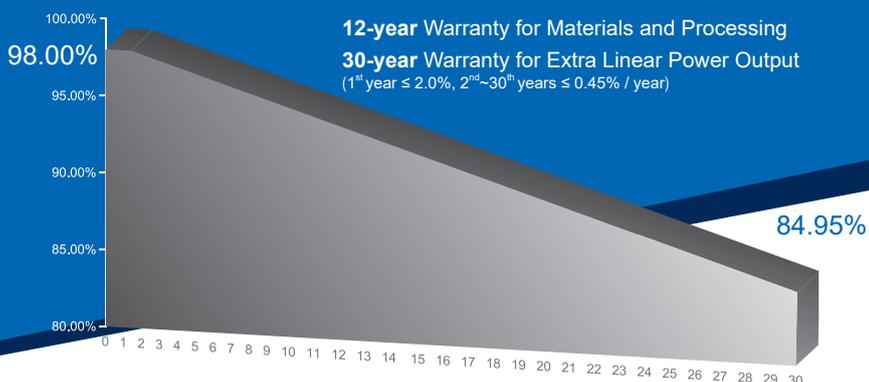
Enjoy the Energy of the Universe



520W~540W

P-type Monocrystalline PV Module
CHSM72M(DG)/F-BH Series (182)

CHSM72M(DG)/F-BH is bifacial module with white glazed glass



KEY FEATURES

- OUTPUT POSITIVE TOLERANCE**
Guaranteed 0~+5W positive tolerance ensures power output reliability.
- EXCELLENT WEATHER RESISTANCE**
Reduces the cell micro-crack and extended product warranty.
- BIFACIAL POWER**
The backside makes use of the reflected and scattered light from the surroundings, the modules can yield up to 5%~25% power more, depending on the albedo.
- REDUCE INTERNAL MISMATCH LOSS**
Reduces mismatch loss and improves output.
- APPLICABLE FOR MULTI DIFFERENT ENVIRONMENTS**
The wide range of applications, such as BIPV, vertical installation, snow area, high humidity area and strong sandstorm area, etc.
- SNAIL TRAIL RESISTANCE**
Reduces the probability of snail trails with zero water vapor transmittance.

COMPREHENSIVE CERTIFICATES



First solar company which passed the TUV Nord IEC/TS 62941 certification audit.

Preliminary
For Global Market



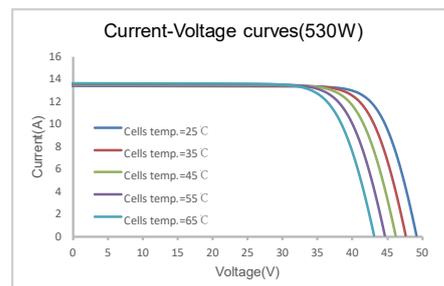
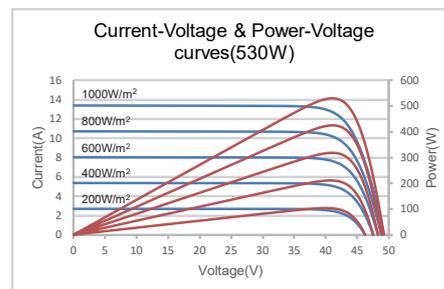
ASTRONERGY
A CHNT COMPANY

ELECTRICAL SPECIFICATIONS

Power rating (front)	520 Wp		525 Wp		530 Wp		535 Wp		540 Wp	
Testing Condition	Front	Back	Front	Back	Front	Back	Front	Back	Front	Back
STC rated output (P_{mpp}/Wp)*	520	364	525	368	530	371	535	375	540	378
Rated voltage (V_{mpp}/V) at STC	41.26	41.31	41.43	41.48	41.60	41.65	41.76	41.81	41.93	41.98
Rated current (I_{mpp}/A) at STC	12.60	8.82	12.67	8.87	12.74	8.92	12.81	8.97	12.88	9.01
Open circuit voltage (V_{oc}/V) at STC	49.10	49.05	49.30	49.25	49.50	49.45	49.70	49.65	49.90	49.85
Short circuit current (I_{sc}/A) at STC	13.32	9.22	13.40	9.27	13.48	9.33	13.57	9.39	13.66	9.45
Module efficiency	20.3%	14.2%	20.5%	14.4%	20.7%	14.5%	20.9%	14.7%	21.1%	14.8%
Temperature coefficient (P_{mpp})					- 0.350%/°C					
Temperature coefficient (I_{sc})					+0.045%/°C					
Temperature coefficient (V_{oc})					- 0.270%/°C					
Nominal module operating temperature (NMOT)					45±2°C					
Maximum system voltage (IEC/UL)					1500V _{DC}					
Number of diodes					3					
Junction box IP rating					IP 68					
Maximum series fuse rating					30 A					

STC: Irradiance 1000W/m², Cell Temperature 25°C, AM=1.5

CURVE



ELECTRICAL SPECIFICATIONS (Integrated power)

P_{mpp} gain	P_{mpp}	V_{mpp}	I_{mpp}	V_{oc}	I_{sc}
5%	557 Wp	41.60 V	13.38 A	49.50 V	14.16 A
10%	583 Wp	41.60 V	14.02 A	49.50 V	14.83 A
15%	610 Wp	41.61V	14.65 A	49.51 V	15.50 A
20%	636 Wp	41.61 V	15.29 A	49.51 V	16.18 A
25%	663 Wp	41.61 V	15.92 A	49.52 V	16.85 A

Electrical characteristics with different rear power gain (reference to 530 W)

MECHANICAL SPECIFICATIONS

Outer dimensions (L x W x H)	2256 x 1133 x 35 mm
Frame technology	Aluminum, silver anodized
Glass thickness	2.0 mm
Cable length (IEC/UL)	Portrait: 300 mm Landscape: 1400 mm
Cable diameter (IEC/UL)	4 mm ² / 12 AWG
① Maximum mechanical test load	5400 Pa (front) / 2400 Pa (back)
Connector type (IEC/UL)	MC4 compatible

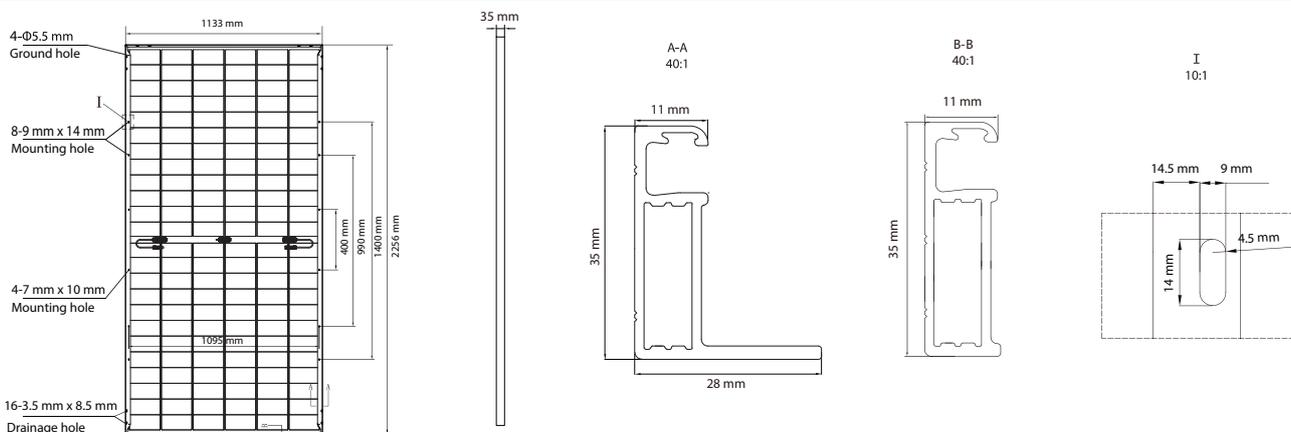
① Refer to Astronergy crystalline installation manual or contact technical department.
Maximum Mechanical Test Load=1.5×Maximum Mechanical Design Load.

PACKING SPECIFICATIONS

① Weight (module only)	32.3 kg
② Packing unit	31 pcs / box
Weight of packing unit (for 40'HQ container)	1040 kg
Number of modules per 40'HQ container	620 pcs

① Tolerance +/- 1.0kg
② Subject to sales contract

MODULE DIMENSION DETAILS



© Chint Solar (Zhejiang) Co., Ltd. Reserves the right of final interpretation. please contact our company to use the latest version for contract.

- (For rural towns or consortia only)** The regional planning commission will serve as agent for the municipality or consortium. *(Check the box if the municipality authorizes its regional planning commission to prepare the application, support grant administration and be exempt from competitive selection if serving as project consultant.)*

LEGISLATIVE BODY

(name)

(signature)

INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be issued on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g. Selectboard), and the name and title of the Municipal/Authorizing Official(s) (M/AOs); and the Grant Administrator.
- B. Following formal adoption, a majority of the legislative body must sign the Resolution. The Chair of the Planning Commission must also sign upon endorsement by vote of the Planning Commission.
- C. This form must be either uploaded to the online application or grant, or mailed to:

Municipal Planning Grant Program
 Department of Housing and Community Development
 One National Life Drive, Sixth Floor
 Montpelier, VT 05620-0501
- D. If mailed, an electronic copy of the submitted Resolution document will be uploaded by DHCD staff and available online.
- E. Please note that the designated Municipal/Authorizing Official(s) and Grant Administrator must also [register for an account](#) in the online grants management system, if they have not done so already, before the application can be considered complete.

CONSORTIUM APPLICATIONS: For a consortium, each municipality must complete a separate Resolution form. All municipalities in a consortium must designate the same Municipal/Authorizing Official(s) and grant Administrator.

MUNICIPAL PLANNING GRANT FY23 APPLICATION GUIDE

This guide is designed to help applicants prepare competitive applications. Applicants can: 1) see each application question – column on the left, 2) find guidance on answering the question – center column, 3) understand how the response will be evaluated and scored – right columns, and 4) view sample responses illustrating the diversity of projects the grant program can support. **Please use this guide in Microsoft Word format to create a draft application. Copy and paste your narrative responses into the [online application in GEARS](#) later.**

SUMMARY & NARRATIVE FORM			
Section 1: APPLICANT INFORMATION			
Questions	Advice for Applicants	Evaluation Criteria	Scoring
<p>1.1 Type of Application. Is this an application from a group of municipalities (consortium) or an application from a single municipality?</p> <p><input type="checkbox"/> consortium (group) application <input checked="" type="checkbox"/> single municipality application</p>	<ul style="list-style-type: none"> Municipalities can apply individually or as a group of municipalities (consortium). Certain questions below will only apply to the application type selected here, and the online GEARS” form is programmed to show only those questions that apply. 	<ul style="list-style-type: none"> ✓ Quality check by DHCD 	
<p>1.2 Single Municipality Applicant. If a single municipality application, select name of the applicant municipality.</p> <p>select from drop down menu in online application</p>	<ul style="list-style-type: none"> Select the official name of the municipality from the alphabetical drop-down starting with “Town of,” “Village of” or “City of.”. 	<ul style="list-style-type: none"> ✓ Quality check by DHCD 	
<p>1.3 Single Municipality Rural Town Status. If a single municipality application, is the municipality a rural town?</p> <p><input type="checkbox"/> yes <input checked="" type="checkbox"/> no</p>	<ul style="list-style-type: none"> Rural towns are defined in statute as municipalities with populations below 2,500 as of the last census. Unsure if the municipality qualifies as a rural town? See definition and list here. 	<ul style="list-style-type: none"> ✓ Eligibility verified by DHCD 	
<p>1.4 Single Municipality Agent Status. If a single municipality, will the regional planning commission (RPC) serve as agent for this rural town project?</p> <p><input type="checkbox"/> yes <input type="checkbox"/> no</p>	<ul style="list-style-type: none"> RPCs may serve as agents to rural towns to assist with the application and project; however, the municipality must serve as the financial/fiscal manager. If a rural town receives a grant and has not identified the RPC as agent, consultants must be selected competitively, unless a waiver is approved by DHCD. 	<ul style="list-style-type: none"> ✓ Eligibility verified by DHCD 	

<p>1.5 Consortium Lead Municipality. If a consortium application, select the lead municipality for consortium.</p>	<ul style="list-style-type: none"> ▪ Select the official name of the lead municipality. ▪ Consortium applications must identify a lead municipality to serve as the fiscal agent and primary project manager. 	<p>✓ Quality check by DHCD</p>	
<p>select from drop down menu in online application</p>			
<p>1.6 Consortium Partner Municipalities. If a consortium application, select all partner municipality applicants in consortium.</p>	<ul style="list-style-type: none"> ▪ Select the official name of the municipalities from the alphabetical drop-down starting with “Town of,” “Village of” or “City of.”. 	<p>✓ Quality check by DHCD</p>	
<p>1.6 Consortium Partner Municipalities. If a consortium application, select all partner municipality applicants in consortium.</p>	<ul style="list-style-type: none"> ▪ All partner municipalities in a consortium must have an RPC-confirmed planning process and ATTACH a resolution signed by each legislative body. 		
<p>select from drop down menu in online application</p>			
<p>1.7 Consortium Agent Status. If a consortium application, will the regional planning commission (RPC) serve as the municipal agent for this consortium project?</p>	<ul style="list-style-type: none"> ▪ RPCs may serve as a “municipal agent” for a consortium to support inter-municipal and regional cooperation; however, the lead municipality must serve as the financial/fiscal manager. 	<p>✓ Quality check by DHCD</p>	
<p><input type="checkbox"/> yes <input type="checkbox"/> no</p>	<ul style="list-style-type: none"> ▪ As agent, the RPC is expected to prepare the application, support grant administration, and can be exempt from competitive selection if serving as a project consultant. ▪ If a consortium receives a grant and has not identified the RPC as agent, consultants must be selected competitively, unless a waiver is approved by DHCD. 		

Section 2: PROJECT DESCRIPTION & LOCATION

Questions	Guidance to Applicants	DHCD Evaluation Criteria	Scoring
<p>2.1 Project Type. Please identify the project type:</p>	<ul style="list-style-type: none"> ▪ Select project type from drop-down options for ongoing reporting purposes. 	<p>✓ Quality check by DHCD</p>	

<p>select from dropdown menu in online application</p> <ul style="list-style-type: none"> <input type="checkbox"/> Municipal Plan <input type="checkbox"/> Zoning & Subdivision Bylaw <input type="checkbox"/> Planning for Designated Area <input type="checkbox"/> Infrastructure or Capital Improvement Planning <input type="checkbox"/> Natural Resource Planning <input type="checkbox"/> Flood Resilience Planning <input type="checkbox"/> If other, specify: [here] (65 space character limit) 			
<p>2.2 Project Title. Name the project as concisely as possible.</p>	<ul style="list-style-type: none"> ▪ The project title will be used in the grant agreement and program announcements if funded. 	<p>✓ Evaluated under “application quality”</p>	
<p>Response: [enter title here] (80 character limit)</p>		<p>Sample Response: Revolving Loan Fund & Technical Assistance for Downtown Façade & Signage Improvements</p>	
<p>2.3 Project Subtitle. Provide a very brief statement of what the project will accomplish and produce.</p>	<ul style="list-style-type: none"> ▪ This description will be used in MPG program marketing materials if this grant is funded. 	<p>✓ Evaluated under “application quality”</p>	
<p>Response: [enter project subtitle here] (250 space character limit)</p>		<p>Sample Response: The town will develop a village senior housing action plan, providing a framework to expand affordable choices for healthy and active aging in place.</p>	
<p>2.4 Project Description. Provide an overall summary of the 1) issue, 2) approach to solving the problem, 3) project deliverables, and 4) intended long-term outcomes.</p>	<ul style="list-style-type: none"> ▪ Consider writing this summary last, since it draws on more detailed responses below. 	<p>✓ Evaluated under “application quality”</p>	
<p>Response: [enter project description here] (2,500 space character limit)</p>		<p>Sample Response: The past two years have impacted downtown and changed the mix of small retailers, personal service providers, overnight lodging, restaurants, and office space. 20% of main street businesses have changed business or remain vacant and in a quick situational survey, 25% of building owners are considering a sale or use changes. This project will organize community members and affected businesses to collectively identify high-impact and quickly implementable ideas for downtown economic adaptation including Main Street zoning updates. This project’s outreach will inform the production of a rapid, action-oriented strategy for stakeholder leaders to own and implement. Half of the grant budget will be committed to implementing one or more actions.. The project’s strategic outcomes include</p>	

		supports and sustains local businesses, re-connects downtown social capital, renews local consumer spending and buy-local first values, and allowances and encouragement of more downtown housing through adaptive re-use.	
2.5 Project Location. Describe the geographic area(s) the project will address.	<ul style="list-style-type: none"> Briefly describe the project’s area of focus, such as: entire town, watershed, planning area, zoning district(s), a specific site, etc.) For projects not defined by municipal or state designation boundaries, ATTACH any available images in the online <i>Attachments Form</i> to illustrate the project location, such as a map or photo that helps reviewers become familiar with the project’s location and conditions. Examples: entire town, planning area, zoning district(s), a specific site, etc. 	<input checked="" type="checkbox"/> Evaluated under “application quality” <input type="checkbox"/> Is the project area clearly defined, explained, pictured, and/or mapped?	
Response: <input type="text" value="[enter location description here]"/> (250 space character limit)		Sample Response: The bylaw amendment project will focus on changes to the M1, M2, and M3 Zoning Districts (see linked zoning map).	

Section 3: PLANNING STATUS ELIGIBILITY

Questions	Guidance to Applicants	DHCD Evaluation Criteria	Scoring
3.1 Single Municipality Plan Status. If a single municipality application, does the municipality have an adopted municipal plan? <input type="checkbox"/> yes (please enter the adoption date in response below) <input type="checkbox"/> no	<ul style="list-style-type: none"> Unless applying to create a plan approvable by the RPC, municipality must have an adopted plan to be eligible for funding. 	<input checked="" type="checkbox"/> Eligibility verified by DHCD	
Response to “yes”: <input type="text" value="[enter municipal plan adoption date here: mm/dd/yyyy]"/>		Sample Response: 08/15/2022	
3.2 Single Municipality Confirmation Status. If a single municipality application, does the municipality have a local planning process confirmed by the RPC? <input type="checkbox"/> yes <input type="checkbox"/> no	<ul style="list-style-type: none"> Unless applying to create a plan approvable by the RPC, municipality must have an RPC-confirmed planning process by September 30, 2022. Applicants may ATTACH RPC confirmation letters at the end of the application; this is not required. 	<input checked="" type="checkbox"/> Eligibility verified by DHCD	

<p>3.3 <u>Single Municipality Funding Status.</u> If a single municipality application with an unconfirmed plan, has the municipality voted at an annual or special meeting to provide local funds for municipal and regional planning purposes?</p>	<ul style="list-style-type: none"> ▪ Question will only appear in online form if answer to 3.2 is “no”. ▪ Municipality must allocate local funds for planning purposes to be eligible for funding. (This is a prerequisite to obtaining a confirmed planning process.) 	<p>✓ Eligibility verified by DHCD</p>	
<p><input type="checkbox"/> yes <input type="checkbox"/> no</p>			
<p>3.4 <u>Consortium Plan Status.</u> If a consortium application, do all municipalities have an adopted municipal plan?</p>	<ul style="list-style-type: none"> ▪ Consortium municipalities must have an adopted plan to be eligible for funding. List each municipality’s plan adoption date in response. 	<p>✓ Eligibility verified by DHCD</p>	
<p><input type="checkbox"/> yes <i>(list municipalities plan adoption dates below)</i> <input type="checkbox"/> no</p>			
<p>Response to “yes”: [enter municipal plan adoption dates for each town here: mm/dd/yyyy] (200 space character limit)</p>		<p>Sample Response: Town of Mountain (08/01/2022), Town of Hill (01/12/2019), and Town of Valley (9/20/2021).</p>	
<p>3.5 <u>Consortium Confirmation Status.</u> Do all municipalities have a local planning process confirmed by the RPC(s)?</p>	<ul style="list-style-type: none"> ▪ Consortium municipalities must have an RPC-confirmed planning process. ▪ Applicants are not required to attach an RPC confirmation letter. 	<p>✓ Eligibility verified by DHCD</p>	
<p><input type="checkbox"/> yes <input type="checkbox"/> no</p>			
<p>Section 4: PROJECT READINESS & NEED</p>			
<p>Questions</p>	<p>Guidance to Applicants</p>	<p>DHCD Evaluation Criteria</p>	<p>Scoring</p>
<p>4.1 <u>Project Issue & Urgency.</u> What timely community issue(s), problem(s), challenge(s), or obstacle(s) will the project address?</p>	<ul style="list-style-type: none"> ▪ Be specific; competitive applications clearly and thoroughly explain the specific problem(s) the community is working to solve. 	<ul style="list-style-type: none"> <input type="checkbox"/> Is the issue clearly explained? <input type="checkbox"/> Has the issue been studied and documented? <input type="checkbox"/> Is there an urgency to the issue? 	<p>5 points</p>
<p>Response: [enter draft response here] (2,500 character limit)</p>		<p>Sample Response: Valley City’s Municipal Plan documents concerns about underinvestment and health/safety for the City’s oldest housing stock. The local realtors report a decrease in interested buyers for larger, older homes. A Grand List analysis from 2017 indicates that the City’s pre-war (1945) housing stock represents 43% of the city’s total and this pre-war stock shows negative assessment growth (-9%) over the past 10 years. The City does not have a building</p>	

	<p>code and relies on State Dept. of Public Safety and rental code standards; 84% of the City’s health officer rental code enforcement calls originate from this older housing, a lot of which has substantial environmental and mechanical hazards. Further, landlords whose tenants pay the energy bills are not investing in efficiency improvements. Community leaders are concerned about domino disinvestment, where owners constrain how much money they are willing to put into a property they may not recoup, and potential buyers look elsewhere. If assessment trends continue, the City will be forced to make an estimated \$1M in cuts to services and capital maintenance programs in three years. An MPG will help the City develop a strategy to reverse trends that threaten the long-term solvency and stability of these historic neighborhoods.</p>			
<p>4.2 Funding Need. What other funding sources, if any, were considered, and why is the MPG program the best source to fund this project?</p>	<table border="1"> <tr> <td data-bbox="831 581 1318 938"> <ul style="list-style-type: none"> ▪ MPG funding is limited and if other funding is available for your project explain why the MPG is the best choice for this work. ▪ In general, other funding is available to fund project design and constructions but MPG is one of the rare sources of grants for planning. ▪ If you’re unsure about other potential funding opportunities for your project, review this list or check with your RPC. </td> <td data-bbox="1318 581 1885 938"> <ul style="list-style-type: none"> <input type="checkbox"/> Could this project be funded or be a better fit with another grant program? <input type="checkbox"/> Does the answer explain why an MPG is needed to do the project? <input type="checkbox"/> Will this project fill funding gaps or open opportunities for subsequent implementation funding? </td> <td data-bbox="1885 581 2022 938" style="text-align: center; vertical-align: middle;"> <p>5 points</p> </td> </tr> </table>	<ul style="list-style-type: none"> ▪ MPG funding is limited and if other funding is available for your project explain why the MPG is the best choice for this work. ▪ In general, other funding is available to fund project design and constructions but MPG is one of the rare sources of grants for planning. ▪ If you’re unsure about other potential funding opportunities for your project, review this list or check with your RPC. 	<ul style="list-style-type: none"> <input type="checkbox"/> Could this project be funded or be a better fit with another grant program? <input type="checkbox"/> Does the answer explain why an MPG is needed to do the project? <input type="checkbox"/> Will this project fill funding gaps or open opportunities for subsequent implementation funding? 	<p>5 points</p>
<ul style="list-style-type: none"> ▪ MPG funding is limited and if other funding is available for your project explain why the MPG is the best choice for this work. ▪ In general, other funding is available to fund project design and constructions but MPG is one of the rare sources of grants for planning. ▪ If you’re unsure about other potential funding opportunities for your project, review this list or check with your RPC. 	<ul style="list-style-type: none"> <input type="checkbox"/> Could this project be funded or be a better fit with another grant program? <input type="checkbox"/> Does the answer explain why an MPG is needed to do the project? <input type="checkbox"/> Will this project fill funding gaps or open opportunities for subsequent implementation funding? 	<p>5 points</p>		
<p>Response: [enter draft response here] (2,000 space character limit)</p>	<p>Sample Response: The village is the heart of our rural town, but business growth and housing opportunities are stifled by the lack of a sewer system. For some years, we have explored State and Federal funding sources for funding to work towards a solution to this problem, but we have found that existing funding sources are primarily for hiring engineering services. Our town is not yet ready to launch into an engineering feasibility study. Before taking that step, we need to better understand the options for wastewater treatment and what specific wastewater problems our village property owners face and then engage and educate the community about wastewater solutions. We will need a multidisciplinary consultant or team to help us frame the issues before we seek funding for a feasibility study.</p>			

	Currently, the MPG is one of the few programs that helps pay for this type of pre-engineering planning.
<p>4.3(a) Municipal Plan Project Readiness. If the application is for a municipal plan adoption or amendment project, how will the project address the issues described earlier and any recommendations made by the RPC to bring the municipal plan into compliance with statutory requirements?</p> <p><input type="checkbox"/> not a municipal plan project (answer 4.3(b))</p>	<ul style="list-style-type: none"> ▪ MPG funding is only available for plan projects that intend to comply with Vermont statute through RPC-confirmation Applicants may ATTACH the RPC’s plan consultation report online in the <i>Attachments Form</i>; this is not required. ▪ Plan updates that occur mainly because a plan is expiring or for routine updates, will be less competitive than those that propose to address well-documented local concerns. ▪ Plan updates should incorporate any prior plans and studies to promote coordinated and comprehensive planning. <div style="border: 1px solid gray; padding: 5px; margin-top: 10px;"> <p>Response for Municipal Plan Projects: [enter draft response here] (2500 space character limit)</p> </div>
	<p>Sample Response: Since the last municipal plan adoption, the town has completed several planning initiatives, including: a stormwater master plan, a Vermont Council on Rural Development community visit, four scoping studies for transportation improvements, a walk/bike audit, and a Main Street master plan. As described above, these plans and studies have advanced the 2012 plan, and provided the town with better data, but they have also created some inconsistency and confusion about the Town’s official policy – in some cases resulting in avoidable appeals and public projects spread too thin to be effectively rolled out. Each new free-standing plan has fragmented the limited bandwidth available for implementation.</p> <p>The Town strives to provide a clear, consistent, and predictable policy environment as budgets and development projects are proposed and will use this project to integrate and re-prioritize recent work into a single, coordinated municipal plan. To achieve this, each free-standing plan’s implementation recommendations will be collated into a spreadsheet and grouped into similar categories (to be combined, when possible). Each goal, policy, and action will be analyzed for consistency: with each other, the existing municipal plan, and with state statute prior to being ranked according to priority. All prior planning documents will be</p>

5 points

	<p>referenced in the new municipal plan and highest-ranking priorities will be integrated into the implementation program with relevant data, tables, figures, and images from prior work. The project will also bring the plan into compliance with Title 117's forest integrity statutory requirements and address the recommendations made by the RPC in the consultation report attached to the application.</p>
<p>4.3(b) Municipal Plan Implementation Project Readiness. If the application is for a project that implements the municipal plan, how is the proposed project identified as an important implementation action in the adopted municipal plan?</p> <p><input type="checkbox"/> not an implementation project (answer 4.3(a))</p>	<ul style="list-style-type: none"> ▪ Implementation proposals that are clearly prioritized in the municipal plan are more likely to be competitive. ▪ For longer responses, applicants may ATTACH a compilation in the <i>Attachments Form</i> online -- offering extra context for relevant municipal plan policies, actions, objectives, goals, etc. <u>Do not upload the whole plan.</u> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><input type="checkbox"/> Does the response include specific plan language with citations?</p> <p><input type="checkbox"/> Does the adopted municipal plan clearly identify and support the implementation project?</p> </div> <p style="text-align: right; font-weight: bold; font-size: 1.2em;">5 points</p>
<p>Response for Implementation Projects: [enter draft response here] (2500 space character limit)</p>	<p>Sample Response: The Town’s Comprehensive Plan includes seven policy actions for the next Unified Development Regulations amendment. Combined, these bylaw updates will help advance the town’s goal to improve housing opportunities in the village. The specific language of the policies and actions (with citations) are included in an attachment and summarized as follows: 1) address buffering issues that reduce privacy conflicts between adjacent high and low density districts, 2) expand administrative review of minor subdivision and boundary line adjustments to shorten review timeline, hearing costs, and total labor, 3) allow administrative review of up to four-unit residential buildings in the central zoning districts to expand incremental, small-scale, local housing development, 4) reduce dimensional standards that make a majority of the historic village’s principal structures non-conforming by recognizing the historic development pattern as a legal pattern, 5) implement dimensional or form-based alternatives to minimum lots size and density maximums in districts by municipal wastewater service, 6) reduce parking minimums and expand shared, on-street parking – adding streetscape standards that calm traffic and improve the safety and walkability of new developments, and 7) add highway access standards to the Unified Regulations to provide the</p>

<p>4.4 Other Background (Optional). Are there any additional community efforts or activities leading up to this application that would provide extra context for this project?</p>	<ul style="list-style-type: none"> ▪ Sometimes a pressing need arises outside of the regular 8-year municipal planning cycle that spurs action; explain other applicable background here. ▪ Examples: a recent community forum, a new recreation master plan, Safe Routes to School Walk Audit, or a community survey. 	<p>customers a combined access/zoning permit – instead of two separate permits.</p> <p>✓ Evaluated and scored under plan or implementation scores above</p> <p><input type="checkbox"/> Have additional and complimentary community efforts or activities helped inform this project?</p>
<p>Response: [enter draft response here] (2000 space character limit)</p>		<p>Sample Response: In 2018 the Town participated in the Town Forest Recreation Planning Initiative. This process identified ways to make stronger connections between the Town Forest and local commerce that the current municipal plan and capital improvement plan did not anticipate when adopted three years ago. Integrating these active transportation and economic development priorities into our planning & funding framework is an urgent need as local businesses and new entrepreneurs seek to capture growth in the recreation economy and the Town works to establish a multi-use pathway and right of way connection between the village center, town forest, and the regional rail trail.</p>
<p>4.5 Project Overlap. If a municipality received an MPG last year -- or the project is part of a larger or phased project -- explain how the project relates and the capacity to complete the proposed project.</p> <p><input type="checkbox"/> not applicable (<i>single project with no overlap</i>)</p>	<ul style="list-style-type: none"> ▪ Explain the current project’s status, how the projects will interact, and the bandwidth of the project manager(s). ▪ Certain projects, like a complete overhaul of bylaws, should expect to take more than one MPG cycle to first prepare proposed amendments and second undergo the adoption hearing process. If you are unsure if your project should be phased, contact program staff. 	<p>✓ Last year’s MPG funding status verified by DHCD.</p> <p><input type="checkbox"/> If applicable, is the sequencing sensible, and does the applicant have the capacity to successfully complete the project within 22 months?</p> <p style="text-align: right;">May be scored down</p>
<p>Response: [enter draft response here] (1,500 space character limit)</p>		<p>Sample Response: The Village received MPG funding last year for the first phase of a 2-phase project to update the subdivision regulations and public works specifications for context-specific complete streets standards. These projects are co-managed by a joint committee of the planning commission and selectboard and led by the town administrator. Phase 1 is on target to be finished on time and budget, and funding for phase 2 funding will allow the</p>

<p>4.6 Project Management. How will the project and consultant be managed and who will make decisions about the process and final products?</p>	<ul style="list-style-type: none"> ▪ Collaborative planning projects often succeed or fail based on the ability of a person or group to lead the project and make effective decisions. ▪ A responsive project manager with an engaged and representative steering committee is a key success factor. 	<p>Village to seamlessly complete the project and proceed to the ordinance adoption process.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Has a person and/or group been identified to manage the consultant and champion the project? <input type="checkbox"/> Is the project management structure adequate for the type of project proposed? <input type="checkbox"/> Do decision-makers represent diverse stakeholders in the community? 	<p>5 points</p>
<p>Response: [enter draft response here] (1,500 space character limit)</p>		<p>Sample Response: With limited staff, our small town relies heavily on volunteers and orderly meetings to complete projects on time and budget. This project will be led by a special, 5-member task force comprised of representatives of the planning commission and selectboard, and local stakeholders appointed by the selectboard, including a renter, a recent college graduate, a working parent. The task force will be chaired by an 11-year member of the planning commission and retired project manager. The chair will conduct weekly check-ins with the planning consultant and provide monthly updates to the selectboard chair and town clerk. The task force will meet twice a month. The chair will work with a local volunteer to maintain the project webpage and online shared drive – and ensure that consultant materials are made available, reviewed, and commented upon by task force members prior to each meeting to meet deadlines. The final product will be presented to the planning commission and selectboard for review and approval.</p>	

Section 5: PUBLIC OUTREACH & PROJECT PARTNERSHIP

	Guidance to Applicants	DHCD Evaluation Criteria	Scoring
<p>5.1 Public Outreach. What public participation methods will the project use to engage the participation of the broader public, especially commonly under-served and under-represented populations in the community?</p>	<ul style="list-style-type: none"> ▪ Planning projects are more successful when there is sustained public outreach throughout a project. ▪ Engagement needs and timing differ by project and appropriate levels of participation vary. DHCD offers engagement pointers here. ▪ Indicate how many people you expect to engage in the project. 	<ul style="list-style-type: none"> <input type="checkbox"/> Does response identify any under-served, historically discriminated, or under-represented populations in the community and propose effective ways to meet the needs of harder-to-reach stakeholders? <input type="checkbox"/> Are the outreach activities described here included in the work plan and sufficiently budgeted below? <input type="checkbox"/> Are the activities aligned with the community 	<p>10 points</p>

	<ul style="list-style-type: none"> ▪ Example Techniques: <i>demonstration projects, charettes, design workshops, engaging people at existing community events, project website, and social media</i> 	<p>and project: relevant, well-timed, meaningful, and multi-venue?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Does the response say how many people will be engaged? <input type="checkbox"/> Does the project include any innovative methods or explain why the methods selected will be effective? 	
<p>Response: [enter draft response here] (2000 space character limit)</p>		<p>Sample Response: This project will feature a rapid planning (charrette) process to design gateway improvements and public art concepts for key village focal points and gateways. Charettes are an intensive way to educate and involve the public in the design process. Building up to the charrette, partners will issue a press release, area residents will receive a mailer. The event will be supported by the Town, School District, historic society, and artists guild – and be run by a planner, landscape architect, and artist skilled at preparing quick visual renderings for use in a follow-up web survey that identifies the community’s visual preferences.</p> <p>The two-day charrette will be held in tandem with the School’s annual art fair, attended by approximately 450 people. Past efforts have shown that involving youth at a complimentary event is an effective way to engage under-represented stakeholders in local community planning, including working parents. We expect this engagement will grow community support and publicity for a Better Places Grant to implement the most popular ideas, including an application to the Vermont Arts Council Animating Infrastructure Grant Program.</p>	
<p>5.2 Project Partnership & Support. In addition to the Selectboard and Planning Commission’s resolution of support, please explain and provide evidence of organizational partnership and community support for the project.</p>	<ul style="list-style-type: none"> ▪ Planning projects are more successful when they begin with community support and are done in partnership with organizations outside the municipality. ▪ Projects that involve regulatory oversight by State agencies (such as the Agency of Transportation) must identify those agencies as partners for coordination. ▪ Applicants may ATTACH up five pages as a single document in the online <i>Attachments Form</i>, including: letters of support, meeting minutes, or other 	<ul style="list-style-type: none"> <input type="checkbox"/> Does the project have documented support and/or partnership from relevant stakeholders and partners ready to help it succeed, such as the conservation commission, the business community, local schools, regional organizations, a local non-profit, or other key leaders in the community? <input type="checkbox"/> Are identified partners included in the work plan or invested in the local match? <input type="checkbox"/> Is there evidence of coordination and partnership with state agencies likely to have regulatory oversight? 	<p>10 points</p>

	documents showing community support for the project.		
Response: [enter draft response here] (2000 space character limit)		Sample Response: River Town’s community leaders have been impressed by nearby Lake City’s revitalization, spurred by capital investments envisioned through a downtown master plan. River City’s local chamber of commerce, rails-to-trails group, artist guild, and historic society approached the Town to partner on a preparing a streetscape improvement plan that integrates the Project for Public Spaces “ Power of 10 ”, an approach we learned about at the recent Vermont Downtown Conference. River Town’s plan of action will promote civic pride, playful programming, and create a “destination” sense of place that attracts new economic development opportunities, including the Town’s first use of crowdsourced funding for a project. These four organizations enthusiastically endorse this project (see attached letters) and have each committed \$250 to the local match. Their directors have also volunteered to serve on a project steering committee.	

Section 6: STATEWIDE PRIORITIES

Questions	Guidance to Applicants	DHCD Evaluation Criteria	Scoring
6.1 Project Outcomes & Goals. Beyond the project itself, what long-term outcomes would demonstrate the success of the project and further statewide planning goals?	<ul style="list-style-type: none"> ▪ You have explained the issues you are working to solve above, and you will explain what you are going to do below in the work plan, explain the long-term value you hope the project will deliver here. ▪ Emphasize outcomes consistent with any relevant provision of the Regional Plan, Vermont’s planning goals (24 V.S.A. 4302), smart growth principles (24 V.S.A 2791(13)), and other statute. 	<ul style="list-style-type: none"> <input type="checkbox"/> Does the response communicate a clear policy direction long-term result? <input type="checkbox"/> Will the outcomes resolve the community needs identified in a way that is consistent with the regional plan(s), Vermont planning goals, smart growth principles and other relevant law? 	5 points
Response: [enter draft response here] (2,000 space character limit)		Sample Response: Long-term outcomes that would demonstrate the success of Pond Village’s “empowering small-scale makers project” include infill and redevelopment of a vacant brownfield site for multi-tenant and low-impact production, processing, and repair uses. These project outcomes are consistent with the regional plan and Vermont’s statewide emphasis on development and re-development in and around centers.	

<p>6.2 Priority Project Categories. Which of the following statewide priorities does this project address?</p>	<ul style="list-style-type: none"> ▪ Each year the projects recognizes projects that meet statewide priorities. ▪ Projects meeting more than one priority will score higher than projects meeting only one priority. ▪ Unsure if your project qualifies? Contact program staff.
<p>(select all that apply) <input type="checkbox"/> not applicable (<i>project is a local priority</i>)</p>	
<p><input type="checkbox"/> Equity-oriented projects focused on reducing unfair impacts to lower-resourced, under-served, and historically excluded communities, people and/or businesses, which may integrate an equity impact assessment</p>	<p>Example Projects:</p> <ul style="list-style-type: none"> ▪ <i>An equity impact assessment of municipal plan policies on households living in poverty.</i> ▪ <i>Capital planning for private-public infrastructure investments in a manufactured home community.</i> ▪ <i>Transportation, housing, and economic needs assessment for service industry workers in resort communities throughout the region.</i> ▪ <i>Public outreach catered to new Americans</i>
<p><input type="checkbox"/> Housing-related projects (not eligible for funding from the Bylaw Modernization Grant Program)</p>	<p>Example Projects:</p> <ul style="list-style-type: none"> ▪ <i>Housing-focused municipal plan amendments</i> ▪ <i>Strategic action plan to develop housing in and around a village center</i> ▪ <i>Creation of a guide to help residents visualize infill opportunities and housing types in existing neighborhoods to encourage compatible development and maximize existing infrastructure.</i>
<p><input type="checkbox"/> Planning for a <u>NEW</u> designated area</p>	<p>Example Projects:</p> <ul style="list-style-type: none"> ▪ <i>A bylaw project that prepares a community for a neighborhood development area or downtown designation</i> ▪ <i>NOTE: Preparing an application for a new village center designation will not receive priority as a stand-alone project since this designation process is simple and requires no additional funds</i>
<p><input type="checkbox"/> Specific-Area Improvement Plans for a designated area</p>	<ul style="list-style-type: none"> ▪ <i>Physical design plan for designated downtown or village improvements.</i>
<p><input type="checkbox"/> Preliminary/phased planning (visioning, outreach, concept development, scoping, or design) that helps qualify a project for known implementation funding</p>	<ul style="list-style-type: none"> ▪ <i>A recreational planning and design project to ready a project for State recreation implementation funding</i> ▪ <i>Community outreach, development-modeling, and situational analysis for village wastewater</i>
<p><input type="checkbox"/> Innovative and original statewide model projects (such as American Rescue Plan Act-leveraged projects, new intermunicipal cooperation, or coordinated design/infrastructure investment and planning for smart-growth neighborhoods)</p>	<p>Example Projects:</p> <ul style="list-style-type: none"> ▪ <i>A placemaking community arts plan project integrating local heritage preservation</i> ▪ <i>A team-based student planning competition and award for best municipal plan proposals structured by a user-friendly workbook</i>

<p>6.3 Priority Project Explanation. Explain how the project furthers the selected statewide priority project(s).</p>	<ul style="list-style-type: none"> Projects must clearly and directly relate to the categories above to be eligible. 	<p><input type="checkbox"/> Does the project clearly relate to one or more statewide priority listed in this section?</p>	<p>10 points</p>
<p>Response: [enter draft response here] (2000 space character limit)</p>		<p>Sample Response: Mountain Town, Hill Town, and Valley Town consortium project furthers the statewide model projects priority. We are working together to address the lack of interest in appointment to the boards of listers and limited assessment choice by expanding our purchasing power for professional assessment services through an inter-municipal agreement. As far as we know, this would be the first initiative of its kind in Vermont and has the potential to improve the quality of each town’s grand list.</p>	
<p>6.4 Designated Areas. Please select all designations held by the municipality and explain how the project will relate to the designated area(s).</p> <ul style="list-style-type: none"> <input type="checkbox"/> Village Center <input type="checkbox"/> Downtown <input type="checkbox"/> New Town Center <input type="checkbox"/> Neighborhood Development Area <input type="checkbox"/> Growth Center <input type="checkbox"/> not applicable (<i>no designation</i>) 	<ul style="list-style-type: none"> You can learn more about state designations at these links: downtowns, village centers, new town centers, growth centers, and neighborhood development areas Use the Planning Atlas to see the locations of state designated areas. Find a list of state designated areas on Vermont's Municipal Planning Data Center 	<p><input checked="" type="checkbox"/> Designation status verified by DHCD.</p>	
<p>6.5 Designated Area Projects. If the project relates to any of the designated area(s) selected above, please explain.</p> <ul style="list-style-type: none"> <input type="checkbox"/> not applicable (<i>no designation</i>) 	<ul style="list-style-type: none"> Projects that relate to state designated areas receive priority in accordance with 24 V.S.A. Chapter 76A. If the project relates to multiple state designated areas, the score is cumulative up to 20 points 	<p><input checked="" type="checkbox"/> Reviewers will assign priority points to the highest scoring “core” designation to which the project relates: downtowns (15 points), village centers (10 points), new town centers (5 points), and any add-on designations: growth centers (5 points), neighborhood development areas (5 points) up to 20 points.</p> <p><input type="checkbox"/> Does the project have a clear connection to the designated area(s)?</p>	<p>20 points</p>
<p>Response: [enter draft response here] (2000 space character limit)</p>		<p>Sample Response: The Town of River has a designated village center with a neighborhood development area designation, making it eligible for 15 priority points. The proposed capital improvement plan project will create a schedule for sidewalk investments in both designated areas</p>	

Section 7: MUNICIPAL RESOLUTION & GRANT ROLES

Questions	Guidance to Applicants	DHCD Evaluation Criteria	Scoring
------------------	-------------------------------	---------------------------------	----------------

<p>7.1 Grant Roles. Identify the following grant roles that correspond to the roles identified in the Municipal Resolution Form.</p>	<ul style="list-style-type: none"> ▪ Print and complete the Municipal Resolution Form offline. ▪ You can ATTACH the resolution in the online application or mail it to DHCD. ▪ More information about the responsibilities and permissions of the MPG Roles are available here. ▪ Note that Municipal/Authorizing Official (M/AO) role can only be attached to this application by DHCD staff member Jenni Lavoie Jennifer.lavoie@vermont.gov. ▪ If this is a consortium application, remember that each participating municipality must complete a resolution designating the same Municipal/Authorizing Official and Grant Administrator, and upload consortium resolutions in the online Application Attachments Form. 	<p>✓ Evaluated and scored under application quality.</p>
<p>Municipal Authorized Official: [select from online menu] M/AO Title: [enter draft response here] Alternate Municipal/Authorizing Official (M/AO): [select from online menu] Alt M/AO Title: [enter draft response here] Grant Administrator: [select from online menu] GA Title: [enter draft response here]</p>		

WORK PLAN & BUDGET FORM

Section 1: WORK PLAN AND BUDGET

Questions	Guidance to Applicants	DHCD Evaluation Criteria	Scoring
<p>Work Plan. Outline the project approach by listing the major tasks and associated costs in the table (below).</p>	<ul style="list-style-type: none"> ▪ Successful applications and projects invest time and focus on the work plan and budget. ▪ Include all tasks and costs that will be paid for by the Municipal Planning Grant and match funds. If your application is selected for funding, the following work plan and budget will become Attachment A to the Grant Agreement and will be the official description of the work you are expected to accomplish with project funding. ▪ Break out the project’s tasks into pieces that are not overly broad or too specific, 	<p>✓ Eligibility verified by DHCD: is any ineligible activity included (see program guide)?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Is it a single project with a realistic scope for an 22-month time frame? <input type="checkbox"/> Is the work plan effectively sequenced? <input type="checkbox"/> Are the work plan tasks sufficiently detailed and appropriate to the project type, identified needs, and the community situation? <input type="checkbox"/> Does the work plan reflect the public engagement identified above? <input type="checkbox"/> Are State agencies likely to have oversight authority identified for coordination? 	<p style="text-align: center;">15 points</p>

	<p><u>Required Match Funds, and Additional Match Funds will automatically calculate in the online form.</u></p> <ul style="list-style-type: none"> ▪ Municipalities may apply for any grant award dollar amount between \$2,500 (minimum) and \$26,400(maximum), \$39,600 (maximum consortium) with a minimum cash match requirement of 10%. ▪ The required 10% match is based off the requested Total Project Cost, NOT STATE GRANT FUNDS ▪ Match funds beyond the minimum 10% may be included to demonstrate additional community support. ▪ Please note that in-kind contribution or contribution of staff or others' time cannot be offered as a match. 		
<p>State Grant Funds Response:</p> <ul style="list-style-type: none"> ▪ Total Project Cost (will auto-calculate in online form) ▪ State Grant Funds (Grant Amount Requested): \$ [enter amount here] ▪ Total Match Funds (will auto-calculate in online form) ▪ Minimum Required Cash Match Funds (10% of Grant Funds): (will auto-calculate in online form) ▪ Optional Additional Match Funds (will auto-calculate in online form) 		<p>Sample Response:</p> <ul style="list-style-type: none"> ▪ Total Project Cost: \$12,000 ▪ State Grant Funds: \$10,000 ▪ Minimum Required Cash Match Funds (10% of the Total Project Cost): \$1,200 ▪ Additional Match Funds (optional): \$800 ▪ Total Match Funds: \$2,000 	
Section 2: BUDGET DOCUMENTATION			
<p>Source of Match. Describe source(s) of match funds.</p>	<ul style="list-style-type: none"> ▪ Contribution of municipal staff or volunteer's time cannot be offered as a match. Other contributions, while not required, may be documented here as well. 	<p>✓ Eligibility verified by DHCD.</p>	
<p>Source of Match Response: [enter draft response here]</p>		<p>Sample Response: General Fund Planning Budget</p>	
<p>Budget & Cost Estimates. Explain how you developed a realistic budget.</p>	<ul style="list-style-type: none"> ▪ DHCD maintains a list of potential project consultants here. ▪ Please provide a letter or other documentation from a consultant with a cost estimate for tasks, including hourly rate. 	<p>✓ Eligibility verified by DHCD:</p> <ul style="list-style-type: none"> ✓ Is the budget within the allowable minimum \$2,500 /maximum \$26,400 (single) or \$39,600 (consortium)? ✓ Does budget include any ineligible "in-kind" contributions? 	20 points

	<ul style="list-style-type: none"> ▪ You can ATTACH the document in the online application or mail it to DHCD. ▪ Other ways to develop a realistic budget: discuss with a municipal official or regional planner who frequently procures planning services; coordinate with the RPC to develop the work plan and budget; undertake a pre-application bid; or research similar projects. 	<ul style="list-style-type: none"> <input type="checkbox"/> Does the budget align with work requested for each task? <input type="checkbox"/> Is the overall funding realistic and adequate for the proposed work plan? <input type="checkbox"/> Does the match reflect any organizational partnership or extra funding commitment that significantly exceeds the minimum required? <input type="checkbox"/> Are the cost estimates and budget allocations documented and realistic? <input type="checkbox"/> Is the project's budget informed by input and guidance from planning professionals or a pre-application bid process? <input type="checkbox"/> Did the applicant obtain more than one estimate/quote to determine a realistic budget? 	
<p>Project Approach Response: [enter draft response here]</p>		<p>Sample Response: As volunteer/citizen planning commissioners, we were uncertain how to organize our first consultant planning project. So, we reached out to the Regional Planning Commission and called two firms on DHCD's consultant list to explore different project approaches, available expertise, and average hourly costs. This helped us develop a better work plan with a timeline and budget that is realistic and offers the public a good value.</p>	
Section 3: ACCOUNTING			
<p>Accounting System. What type of accounting system does your municipality use?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Automated <input type="checkbox"/> Manual <input type="checkbox"/> Combination of Both 	<ul style="list-style-type: none"> ▪ Responses to the accounting questions are used for administrative risk assessment purposes only and will not impact the competitiveness of your application. 	<ul style="list-style-type: none"> ✓ Reviewed by DHCD. 	
<p>Accounting System. Does your organization have an accounting system that will allow you to completely and accurately track the receipt and disbursements of funds related to the award?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No 	<ul style="list-style-type: none"> ▪ State funds cannot be awarded to municipalities who are (a) suspended or debarred by the Federal Government; (b) delinquent in submitting their subrecipient annual reports; or (c) delinquent in submitting their Single Audit Reports (if required). 	<ul style="list-style-type: none"> ✓ Eligibility verified by DHCD. 	

APPLICATION ATTACHMENTS FORM

<p>Attachments Submitted in Other Forms</p> <ul style="list-style-type: none"> ✓ Single Municipality or Lead Municipality Resolution ✓ Budget & Cost Estimates 	<ul style="list-style-type: none"> ▪ In the online application, this form is used for uploading any additional files up to 30MB in size, including supporting text, maps, photographs, etc. ▪ Enter a brief name for your document, click the 'Choose File' button to browse your computer and select the document you want to attach, then SAVE at the top of the page. ▪ If you cannot scan and upload an attachment, feel free to email it directly to Grant Administrator, Jenni Lavoie, Jennifer.lavoie@vermont.gov. ▪ Only attach as much as is needed to avoid overwhelming reviewers. 		
<p>Optional Attachments</p> <ul style="list-style-type: none"> <input type="checkbox"/> Project Location Image(s) <input type="checkbox"/> RPC Municipal Plan Consultation Report (for municipal plan projects) <input type="checkbox"/> Relevant Municipal Plan Excerpts <input type="checkbox"/> Resolutions from Partner Municipalities in Consortium <input type="checkbox"/> Letter(s) of Support from Project Partners <input type="checkbox"/> Other Attachments 			
<p>Overall Application Quality & Past Performance</p>	<ul style="list-style-type: none"> ▪ Up to 10 points are assigned for application quality. 	<ul style="list-style-type: none"> <input type="checkbox"/> Is the application clear, internally consistent, on-topic, specific, and easily understood? ✓ DHCD may reduce scores for poor administrative performance for past grants. 	<p>10 points</p>
<p>TOTAL SCORE</p>			<p>120 points</p>
<p>NOTE: Applications scoring less than 60 points will not be funded.</p>			

Once your draft application is complete, please copy and paste your narrative responses into the [online application in GEARS](#). Save the online application frequently. To create or update a GEARS account, see instructions here: <https://accd.vermont.gov/community-development/funding-incentives/municipal-planning-grant/applicant-guidance>.

For questions about the competitive criteria or application questions, please contact [Jacob Hemmerick](#) at 802-828-5249. For questions regarding GEARS, the online Grants Management System, please contact [Jenni Lavoie](#) at 802-828-1948.

Staff Report for week ending November 11, 2022:

- Continue to assist in the training of the Asst. to the City Manager for work related to the city website;
- Permitting has maintained its pace;
- Met with City Manager regarding timelines as laid out in the draft Capital Improvement Plan;
- DRB will have one applicant at their December 1st hearing date for a request of a variance to the setbacks on their property for previously constructed porch and deck;
- Working on the North End Hazard Mitigation Grant application;
- Presented my 2 department's budget drafts to the City Council last week;
- CVRPC Executive Committee's search committee has received 9 applications for the Executive Director position, reviewing and scoring those;
- Attended regular CVRPC Monthly meeting this week;
- Held an interview with an applicant for the Permit Administrator position;
- Attended the VCDP (Vermont Community Development Program) Board meeting for the Barre Recovery Residence Implementation Grant, representing Barre City as the Grantee;
- Friday, November 11, 2022 City Hall is closed in observance of Veteran's Day.