

**CENTRAL VERMONT REGIONAL PLANNING COMMISSION**  
**Regional Plan Committee**

**Draft Minutes**  
**January 21, 2020**

**4:00 – 5:15 pm**

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

**Committee Members:**

<input checked="" type="checkbox"/>	Dara Torre, Chair
<input checked="" type="checkbox"/>	Julie Potter, Vice Chair
<input checked="" type="checkbox"/>	Laura Hill-Eubanks
<input type="checkbox"/>	Ron Krauth
<input checked="" type="checkbox"/>	Marcella Dent

1 Staff: Clare Rock

2 Others present: Kale Anderson

3

4 **CALL TO ORDER**

5 D Torre opened the meeting at 4:05pm.

6

7 **INTRODUCTIONS**

8 Those present introduced themselves, Kale Anderson member of the public introduced himself. He is a  
9 visiting planner who is seeking to relocate to the area and is interested in sitting in the meeting to learn  
10 more about CVRPC.

11

12 **CHANGES TO THE AGENDA**

13 None.

14

15 **APPROVAL OF MINUTES**

16 Minor corrections identified.

17

18 L Hill Eubanks made a motion to approve the December 17, 2019 meeting minutes, with minor changes,  
19 seconded by M Dent. All in favor. Motioned carried.

20

21 **REGIONAL PLAN: AMENDMENTS TO CURRENT PLAN**

22 Staff stated that the amendments approved by the committee last month will be brought before the  
23 Board at the February Commission meeting. Staff will provide a brief memo outlining the approval steps  
24 and will plan to provide a brief presentation.

25

26 **REGIONAL PLAN: NEW PLAN**

27 Discussed and added additional thoughts based upon the information contained within the packet on  
28 the following topics:

29

30 Re: Target Audiences – in the secondary targets category, need to ensure a balance of perspectives and  
31 need to add environmental groups and Economic Development Groups.

1 Re: Key Partners – need to add VNRC and Friends of the Winooski. EAN (Energy Action Network) was  
2 also identified.

3  
4 Committee members suggested another category be added to the plan process outline: Content  
5 Experts. These are a group of people/organizations which should be asked to review sections/chapters  
6 for accuracy of content and technical input. Staff should further define and identify who these would be  
7 (VNRC?)  
8

9 Re: Public Engagement – the committee is interested to who is on the recipient list of the Weekly Blasts  
10 emails as we may need to account for additional municipal officials. The regional plan process should  
11 also be added to existing outreach and education such as P&Z Roundtables and Energy Roundtables.  
12 Plus we should also consider preparing flyers which can be distributed at town meeting day. Plus a  
13 dedicated webpage to the plan and its process with a comment field for people to submit comments.  
14

15 Re: Timeline – we should stress this is a tentative timeline as it’s an ambitious schedule and maybe  
16 subject to change. We should also prepare to present the whole package to the Commissioners at one  
17 time vs chapter by chapter.  
18

19 RE: Core Components - The new draft SRI definition/criteria which was developed by the Project Review  
20 Committee in 2018 should be utilized.  
21

22 Re: Plan format - General interest toward a format like the NWRPC plan due to its balance of text and  
23 graphics. Staff indicated the appealing aspects of the Pioneer Valley Plan due to its balance of white  
24 space and highlighting of key findings. Further discussion of white space on the pages and the purpose  
25 behind this. Technical readers don’t like the white space, but it does make the document more  
26 accessible to a wider audience who may flip through the plan. One key need is to ensure the plan has a  
27 clear link between findings and policies. And “juicy” footnotes can also help!  
28

29 Vision Statement – the committee wasn’t over enthusiastic of the draft Vision from Plan Central  
30 Vermont which was included in the packet. The committee commented that it was too long and didn’t  
31 contain enough adjectives. Discussion followed regarding presenting a short vision statement and then  
32 framing a set of values to guide the planning process.  
33

34 The committee would like staff to take another stab at the vision statement, research other RPC’s vision  
35 statements and research the philosophy of a vision statement for the next meeting.  
36

37 The Board should weigh in on the plan process sometime this spring by possibly weighing in on Plan  
38 Themes and Values.  
39

#### 40 ADJOURNMENT

41  
42 *J Potter made a motion to adjourn, seconded by L Hill-Eubanks, all in favor. Motion carried.*  
43

44 **Next meeting Date: 2/18 at 4pm (3<sup>rd</sup> Tuesdays)**