



REGIONAL PLAN COMMITTEE

Tuesday January 21, 2020

4:00 – 5:20 pm

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

page

AGENDA

4:00¹

Welcome and Adjustments to the Agenda

Public Comments

2-3 4:10

Approval Minutes

Consider approval of the December 17, 2019 meeting minutes

4:15

Regional Plan: Amendments to Current Plan

Brief update of amendment timeline

4 4:20

Regional Plan: Development of New Plan

Review and discuss draft Vision and Visioning process for the Regional Plan

Continue discussion on Plan timeline, format and public engagement

5:20

Adjournment

Persons with disabilities who require assistance or special arrangements to participate in programs or activities are encouraged to contact Nancy Chartrand at 802-229-0389 or chartrand@cvregion.com at least 3 business days prior to the meeting for which services are requested.

¹ Times are approximate unless otherwise advertised.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION
Regional Plan Committee
Draft Minutes
Monday December 17, 2019
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 type="checkbox"/>	Julie Potter, Vice Chair
<input checked="" type="checkbox"/>	Julie Potter
<input checked="" type="checkbox"/>	Ron Krauth – on phone
<input checked="" type="checkbox"/>	Marcella Dent

Staff: Clare Rock

CALL TO ORDER

D Torre opened the meeting at 4:05pm.

CHANGES TO THE AGENDA

None.

APPROVAL OF MINUTES

Minor corrections identified by R Krauth: correction re word on page 2 line 29. Page 3 line 6.

M Dent made a motion to approve the November 19, 2019 meeting minutes, with minor changes made by R Krauth, seconded by L Hill-Eubanks. All in favor. Motioned carried.

REGIONAL PLAN: AMENDMENTS TO CURRENT PLAN

a. Housing Section

Staff provided an overview of the changes, and referred to the track changes version of the document with contains a record of the text changes and a lot of formatting-type changes. The track changes version is available to people if they'd like to see all the changes. The pdf version contained in the packet did lose some formatting when it was converted from the word version.

Discussion followed about the formatting and what can be done to tidy up some of the minor formatting issues, such as changes in sizes of font and column alignment. Additional comments included:

- Adding a list of past amendments and adoption dates to the cover or first interior page;
- Better alignment of the list of municipalities and respective Commissioners;
- Ensure there are no mid paragraph hyphens; and
- Moving last bullet on page 19 to page 21 so the sentence isn't broken across pages.

The committee recognized some of the challenges related to formatting due to the age of the original documents and how it has been updated and transferred to different software over time. Committee requested staff do their best in making formatting changes.

L Hill-Eubanks made a motion to recommend the amendments to the Housing Chapter to the Board for approval, seconded by M Dent, all in favor. Motion carried.

b. Future Land Use Map

Staff provided an overview of the proposed changes and responded to clarifying questions about the boundary change. Discussion followed regarding the Terrace Street area and the presences of steep slopes. Steep slopes (and other environmental constraints) may exist in the growth center or Regional Center and that any future development in this area would still be required to conform to any regional plan policy, state or local permit requirement. The land use are is the designation of an area in which a particular type/scale and intensity of development is encouraged and additional development standards may apply. In the future, R Krauth suggested the committee should evaluate the presence of constraints in the designation of future land uses. It was also noted that in the materials packet the statement on page 44 regarding "Crestview" should read "an un-developed large tract..." (Not "an developed large tract...")

M Dent made a motion to recommend the amendment to the Future Land Use Map (with the new proposed CVRPC Regional Center boundary) to the Board for approval, seconded by L Hill-Eubanks, all in favor. Motion carried.

REGIONAL PLAN: NEW PLAN

A brief discussion commenced on the new plan. Staff queried the committee on the inclusion of a vision statement for the new plan. A vision can help set a direction for the plan and be used to evaluate proposed policy statements. A vision statement can also highlight the unique aspects of the Central Vermont and this can also be used to guide more meaningful policies and actions. The vision statement as developed in the Plan Central Vermont process was quite generic – it restated the State Planning Goals. The committee agreed it would be a good exercise for the Board to engage in a Vision process for the new plan and this would help people inform people of the process and get buy in at the beginning.

Staff also recommended not using any personal pronouns in the plan (we, us, them, our...) and suggests making the language neutral. Committee discussed this and agreed the plan language should be neutral.

ADJOURNMENT

L Hill-Eubanks made a motion to adjourn, seconded by M Dent, all in favor. Motion carried.

Next meeting Date: 1/21 (3rd Tuesdays)



MEMO

Date: January 15, 2020
 To: Regional Plan Committee
 From: Clare Rock, Senior Planner
 Re: Format, Content, Vision Statement of Regional

✉ **ACTION REQUESTED:** Staff is seeking input and feedback on items contained within the memo which pertains to the new regional plan. Specifically: key partners, plan format, vision and 1st Board engagement.

The NEW plan

A. Target Audience

The following provides a list of the primary and secondary audiences for the new plan:

- Primary targets:

Municipal officials – to foster mutual cooperation and collaboration on local planning efforts

Developers – to guide compatible development which conforms to the regional vision

CVRPC Board and Staff – provide direction on project prioritization

- Secondary Targets:

State permitting authorities and planning efforts (Act 250, Section 248, basin plans...)

Special interest groups / implementers (energy, housing and service agencies)

State policy makers/legislators

Citizens of the region

Neighboring regions

B. Key Partners

Key partners are those groups which are a target audiences and who the RPC relies upon for plan approval and implementation.

- Primary Partners: Municipal Officials and Representatives
- Secondary Partners: Special interest groups / implementers (energy, housing and service agencies)
 CVEDC
 Chamber of Commerce
 Downstreet Housing
 Capstone
 Who else?

Staff is seeking committee input on the identification of secondary partners.

Public Engagement and Input

Staff is proposing the following types and levels of engagement:

- Inform towns of project milestones and invite them to participate in the process via Board representative (via website, weekly news blasts, newsletters, Board agendas, submission of annual town reports)
- Consult, Involve and Collaborate with Board via surveys and via workshops held at regular Board meeting.
- Consult and Collaborate with secondary Partners via surveys and potentially via a couple of focus group meetings/interviews and/or invitation to one Board workshop.

A quick guide to the various levels of participation is contained in the packet. See documents titled “Table 1: Increasing the level of participation.”

Timeline

This generalized timeline will come into greater focus over the next 2 months. This proposes an adoption by 2021.

2020

Late Winter:	Involve Board in Vision Statement or other (TBD)
Spring/early summer:	Data gathering
Summer:	Staff writing text
Fall:	Consult with Board (topic TBD)
December 2020:	Prepare to advertise 2021 release of draft plan for following spring via town reports

2021

March:	town reports include a “new regional plan coming this summer!”
June:	close to completion, text written. Collaborate with Board on prioritization of goals/strategies.
Summer:	Draft plan finalized
Fall:	Plan adoption process

Theme or tone of the plan

- Visionary and inspiring PLUS guiding and helpful: Presenting a strong vision for the future of Central Vermont and containing innovative, creative and forward thinking strategies to emerging trends; and providing informative and explanatory description and analysis; containing generalized strategies to common challenges.
- Accessible writing style with important/prioritized goals and key findings highlighted
- Not an encyclopedia or data repository (consider a data library, data appendices, as a method to shorten the essential plan content.)

Core Components

- Clearer criteria to determine projects of Substantial Regional Impact (SRI)
- Strategic Implementation Program
- Identification of emerging trends

Plan Formats

The contents of the plan is dictated by State Statute but the format of the regional plan is not. In the past the regional plan has used the statutory elements as the plan’s chapters following a traditional

format. The draft *Plan Central Vermont* document was developed on the traditional format. Based upon committee input the new plan is to utilize information from Plan Central Vermont but doesn't necessarily have to follow the same format.

Below is a short list of other regional plans provided for your review. They provide a range of possible formats which could be used. A final decision on plan format is not expected during the early phases of plan development as a final format is likely to evolve from the level of content which is ultimately included. Staff is seeking feedback from the committee on preferences at this time. Check out the following plan formats (staff will also have hard copies available for review at the meeting):

- TROC plan – click [here](#) VT regional plan, serving 31 municipalities. Standard organization, includes actions specific to regional planning commission work. LONG: 330 pages.
- NWRPC Plan – click [here](#) VT regional plan, serving 20 municipalities. Organized around 3 themes: economic, social, physical aspects of the region, includes indicators. Medium/short length: 116 pages, standard formatting.
- CEDS Plan – click [here](#) NC comprehensive economic development plan. Focused on goals, includes a data snap shot. Graphically rich, magazine-like.
- Pioneer Valley Plan – click [here](#) MA regional plan, while this is only the executive summary it highlights the plan's key findings.

Staff recommends a plan format which is a general mix of the NWRPC plan and the Pioneer Valley Plan: integration of maps, text, and graphics. Highlights key findings. Is explanatory without being exhaustive. Additional feedback and preferences is sought from the committee.

Vision Statement and Board Engagement

Below is a draft Vision statement, based upon the one included in Plan Central Vermont and modified slightly. Staff is seeking committee feedback. At the last meeting we started a brief conversation about the inclusion of a vision statement and how engaging the Board in the development of a Vision statement could be a valuable process to re-start the process of re-writing the regional plan. If this Vision statement suits the need of the new regional plan then we can discuss another way to engage the Board at the bringing of this process.

Draft Vision for the Region – based upon Plan Central Vermont
Edited January 15, 2020

The vision is a concept of the ideal kind of place citizens want in the decades ahead. It is intended to reflect what people want to happen in the community – even if this would be a challenge to achieve.

The vision for the future of Central Vermont is to be a place that reflects the best of what the Green Mountain state has to offer—a place where opportunity and commerce thrive and residents innovate, using their land, skills, knowledge and strong work ethic to be prosperous; a place where all residents are healthy and connected to their community because their surroundings and transportation systems encourage interaction, recreation and access to housing, services and jobs; and a place where the strong connection between the health of the natural environment and the quality of life is grounded in a shared ethic and reflected by a common ability to use energy efficiently, grow sustainably, and adapt the built environment for resilience in a changing landscape.

The Central Vermont Region is a place that will:

Steward a strong culture of cooperative planning with residents working together to find solutions to sustaining the vitality of local communities and high quality of life enjoyed in our Region;

Foster a prosperous and adaptable economy that will provide full employment in a broad range of occupations at a livable wage;

Preserve an economically viable working landscape of farms and forests, with increased local food production and access to healthy food;

Protected natural systems and sustainably manage natural resources including wildlife, habitat and water resources;

Minimize contribution to climate change and be prepared for the challenges and opportunities of a changing climate and increased natural hazards;

Ensure a range of housing choices that are high quality, safe and attractive, provide affordable options available for all residents;

Accommodate the availability of reliable and affordable energy supplies, increased energy efficiency, and diverse renewable energy resources and facilities;

Preserve the rural character and diverse historic settlements with thriving downtown and village centers serving as cultural and economic hubs;

Reduce solid waste and cost-effective infrastructure that supports desired growth patterns, public health and environmental sustainability;

Stimulate a healthy, active and connected population in communities that work for all residents;

Provide an integrated, regional transportation system that encourages various modes of travel.

Table 1: Increasing the level of participation <i>(Items highlighted in blue are tools described in this toolkit)</i>					
	Inform	Consult	Involve	Collaborate	Empower
Public Participation Goal	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis, alternatives and/or decisions	To work directly with the public throughout process to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution	To place final decision-making in the hands of the public
Promise to the Public	We will keep you informed	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. We'll implement what you decided.	We will implement what you decided.
Example Techniques	Fact sheets Web sites Open houses	Public comment Focus groups Surveys Public meetings SpeakOuts Pop-up visioning Walkshops/ bus tours Community mapping	Visioning workshops Deliberative polling Summit	Resident advisory committees Consensus building Participatory decision making	Advocacy training Resident juries Resident budget - making Ballots Delegated decision

Modified from International Association for Public Participation